

Bylaws for the Cambridge Area Pickleball Association

Rev 5/10/2022

Article I General

Section A. Name of the Association shall be: Cambridge Area Pickleball Association

Section B. Purpose of the Association: This Association is organized exclusively for charitable, religious, educational, and scientific purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

The purpose of this Association is:

- to promote physical wellness in people of all ages by encouraging and teaching the sport of pickleball;
- to promote recreation and healthy living efforts in the community; and
- to support and enhance social and recreation opportunities .

Section C. The Association shall be operated as a Non-Profit Organization and shall be so recognized under present Internal Revenue laws. The Association will not discriminate on the basis of age, gender, religious preference or in any other way. All actions of the Association will conform to Minnesota laws. No member of the Board may derive any personal benefits directly or indirectly, from the Association funds, reimbursement for personal expenses excepted. Any net gain in funds shall be used by the Association to foster the growth of the sport.

Article II - Membership

Section A. Membership shall be open to all members of the community interested in promoting the sport of pickleball.

Section B. There shall be no preconditions to membership and no requirement shall be made to join any other organization.

Section C. Dues: Annual dues in an amount set by the Association's Board are payable in advance. Timely payment of dues is required for membership in the Association.

Section D. Membership Termination” A member may be terminated by nonpayment of dues or by a majority vote of the membership at a regular meeting or at a special meeting.

Article III Board of Directors

Section A. Board of Directors: There shall be a President, Vice president, Secretary, Treasurer and three at large members, for a total of 7 members. The Board shall be charged with the responsibility for the overall operation of the Association. The Board shall have the ability to approve all committees appointed by the President to carry out the essential functions of the Association. All Board meetings shall be open to any member of the Association whom may choose to attend.

Section B. Election: All Directors shall be elected by a majority vote of the members present at an annual membership meeting. They shall serve without compensation.

Section C. Term of office: All Directors are elected for a 2-year term in office. The term of office shall begin at the discretion of the Board.

Section D. Duties and responsibilities:

President: Shall preside at all called meetings and be accountable for the administration of Association business. The President shall carry out the direction and policies established by the Board. The President shall have authority to appoint all committees with Board approval. In the event of a vacancy on the Board the President shall appoint, with Board approval, an interim replacement until official elections can be held.

Vice President(s): Shall perform all the duties of the President in the event of the President's absence or inability to perform and shall also perform such duties and responsibilities as may be assigned by the President with Board approval.

Secretary: Shall keep the Association's records, keep the minutes of all properly called meetings, and conduct all correspondence relating to the Association's business. The Secretary shall forward a copy of the minutes to Board members for clarity.

Treasurer: Shall receive and deposit all monies due the Association. Shall pay all obligations of the Association. Shall keep up to date records of all financial

transactions. Shall report to the Board all information relative to the finances as may be required.

Section E. Nominations and Elections

After consultation with the Board, the President will appoint a Nominating Committee from within the Association's membership. The Committee will present a slate of nominees for each open office at the annual general membership meeting. Additional nominations will be accepted from the floor at that time. All candidates nominated, either by the Committee or from the floor, must give their consent to be nominated. Election will be by secret ballot if there are two or more candidates for any one office. If the open positions only have one nominee, election will be by show of hands and/or voice vote.

Article IV Meetings

Section A. Meeting of the members: An annual general membership meeting shall be held once per year at a time and place to be determined by the Board. The President shall preside at such meetings. All pertinent business of the Association may be discussed.

Section B. Meetings of the officers and the Board: The President may call meetings of the Board at any time giving notice orally, in writing, or email. The time and place may be determined by the President. The existence of a majority (four members) of the Board will allow it to conduct any business brought before the Board at such meetings.

Section C. Committees: The President, with the concurrence of the Board, may appoint committees as needed to effectively conduct the business of the Association. Committees are a vital part of the process to run an efficient Association and they may have any and all meetings as they deem necessary to conduct their business. They shall serve without compensation.

Section D. Executive Committee: The four officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and bylaws, the Executive Committee shall have all the powers and authority of the Board of Directors in the intervals between meetings of the Board of Directors, and is subject to the direction and control of the full Board.

Article V Financial

Section A. Financial records must be kept for the current year and the prior year by the Treasurer.

Section B. Unbudgeted expenditures exceeding \$250.00 must be approved by the Executive Committee.

Section C. The financial records of the Association will be audited yearly by an independent person or committee appointed by the Board of Directors.

Section D. The Treasurer with the assistance of the Board shall prepare a budget to present to the general membership at the annual meeting. All monies shall be kept in a bank checking and/or savings account.

Section E. The Treasurer shall compile and report any required filings or statements with the Internal Revenue Service and/or State of Minnesota annually prior to filing deadlines.

Article VI Amendments

Section A. Any member in good standing may propose an amendment to these bylaws. The proposed amendment shall be presented to the Board, in writing, a minimum of two weeks prior to the annual meeting. The notice of the annual meeting shall contain the nature of the proposed amendment. A two thirds vote of the membership present at the meeting shall be required to adopt any amendment to the Bylaws.

Article VII Dissolution of the club

Section A. In the event the Association is dissolved, all monies in the treasury will be distributed to the City of Cambridge park improvement fund.

Signed

President

Vice President

Secretary

Treasurer

Date