

Trilogy at Vistancia Softball Club Bylaws



Article I – General

Section A - Name of Organization: Trilogy at Vistancia Association - Trilogy Softball Club (Trilogy (TVA) Softball Club, aka Trilogy Softball Club.)

Section B - Purpose of Organization: To provide an organized framework under which members can enjoy softball by providing opportunities among teams from the community and competitive leagues among other West Valley active adult communities.

Section C - Non-Profit: This organization shall be operated as a non-profit association in accordance with applicable statutes and the Trilogy at Vistancia Association Documents.

Article II – Meetings

Section A - Annual Meeting: A minimum of one Annual General Meeting will be held at a date and time determined by the Board, generally in the later part of October. At least two weeks prior to the determined meeting date, notice will be published through the Trilogy Newsletter and by email to members.

Section B - Board Meetings: The Board will meet bi-monthly, unless otherwise determined by the Board members. The Board will, at its discretion, communicate upcoming meeting dates to members and provide them an opportunity to place items on the agenda.

Article III – Membership

Section A – Eligibility:

- 1. Full Membership** – is open to all residents of Trilogy.
- 2. Honorary Membership** – is available to Trilogy Softball Club participants who as of the Spring Season 2019 are not residents of Trilogy, and who will be subject to “Conditions of Honorary Membership” and Athletic Waiver, Release of Liability and Indemnity Agreement” issued by the Board, and which shall be signed by the Honorary Member.
- 3. Membership** in either of the above categories shall be available without discrimination as to race, religion, color, age, ethnicity, sex, sexual orientation or national origin.

Section B – Bylaws: All members will be provided access to a copy of these Bylaws.

Section C - Waiver form – Before being able to participate in club activities, a waiver form (found on the club’s website) must be completed by each applicant.

Section D - Dues: Annual dues are set by the Board taking into account the club’s projected expenses and budget. Dues are payable each year on or before October 1st for current members. Dues not paid within 30 days following this date will be deemed delinquent and the member may be deemed inactive and not allowed to participate in club events. Dues for new members are due by the date of the community league draft. Individuals who have paid dues as set forth herein are considered “members in good standing” of the club.

Article IV – Organization

Section A – Board Members/Officers: The club shall have at least seven Board Members/Officers. Six shall be elected: a president, vice-president, treasurer, a secretary, an individual responsible for uniforms and equipment, and an individual responsible for membership. The vice president shall shadow the president during his initial year on the Board, and shall assume the presidency in the second year of his/her term. The seventh and/or eighth shall be the commissioner(s) who shall be appointed by the Board. Together they shall constitute the Board. Officers must be residents of Trilogy at Vistancia.

Section B -Term of Office: All officers are elected for a two-year term; January 1st through December 31st. No person may serve more than two full terms without a one-year break in service, at which time he/she would be eligible to be re-elected.

Section C - Election of Board Members: Any member in good standing may nominate another member for an officer position or may offer to have his/her name placed in nomination for any office. Nominations will be gathered at least two weeks prior to the annual general meeting. Each candidate shall be afforded the opportunity to submit information about him or herself for review by the membership. Said material shall be limited to 250 words. An electronic ballot which shall include any submissions by the candidates will be sent to all members no later than a week prior to the general meeting with a deadline for voting of 3 days prior to the general meeting. The Secretary and the Membership Board member will tally the votes and announce the results at the annual general meeting. The new officers will attend the December board meeting as guests and assume their responsibilities on January 1st. In the event that there is a tie between two candidates for the same office, the final selection will be made by the Board.

Section D – Committees: The Board shall appoint committees on an ad hoc basis as deemed appropriate.

Section E - Vacancies: In the case that any officer/Board Member is unable to serve his or her full term and/or resigns, a replacement will be appointed by the Board to fill the remainder of the term.

Section F – Board Meetings/Quorum: Board meetings shall be held as indicated in Article II above. Board meetings require a quorum of four members, and may be conducted in person, via conference call and/or by any other electronic means.

Section G – Responsibilities: The elected Board shall direct and supervise the administration and management of the TVA Softball Club. The Commissioner(s) shall be responsible for the day to day management of club activities. To the extent possible, Board Members are expected to attend all Board, annual and special meetings.

Section H – Authority: The Board shall have the authority to create standing rules and procedures not in conflict with the Association Rules or with these bylaws. The Board shall have the authority to make decisions regarding any and all club activities that operate within the standing rules and procedures of the club and do not conflict with the Association Rules or these bylaws.

Section I – Decisions by the Board: All decisions made by the Board require a simple majority of those present. At least four Board Members must be present to conduct a vote, and proxy voting is permissible. In the event of a tie vote among Board Members, they shall attempt to reach consensus, however, should that not occur, The President’s vote shall prevail.

Article V– Financial

Section A – Budgets: The treasurer will prepare an annual budget itemizing projected income and expenses for the year. This budget will be submitted to the Board for approval by September 30th. The budget will be finalized and approved by the Board by October 15th. The treasurer will present the budget to the members at the annual general meeting.

Section B – Authorizations:

1. The treasurer is authorized to issue checks for all budgeted items.
2. The Board may authorize non-budgeted distributions up to \$250.
3. The above notwithstanding, the club’s treasury may not go into debt at any time for any purpose.

Section C - Signatory Requirements: Two approvals are required on all checks over \$350. At least 2 Board members shall have signatory authority on record with the bank.

Section D – Records: The treasurer shall maintain accurate and up-to-date financial records in accordance with accepted accounting practices.

Section E – Monthly Reports: Monthly financial reports shall be made available to any member at any time upon request.

Section F – Audited Records: Financial records shall be audited on an annual basis in accordance with Association Rules, Article 9.5.1.

Article VI – Bylaw Governance, Approval and Amendment

Section A - Governance: These Bylaws shall serve as the governing rules for the operation of the Trilogy at Vistancia Softball Club.

Section B - Compliance: These Bylaws willfully comply with all federal and state laws and the Association’s governing documents. In the event of a conflict between the Bylaws and the Association’s documents or rules, the latter shall apply.

Section C - Approval: These Bylaws have been approved by a majority vote of those members in good standing: 1) present at a general meeting of the TVA Softball Club; or 2) by an electronic ballot, as certified below by the club Secretary.

Section D - Amendments or Revisions: This document may be amended or revised as necessary from time to time. All such amendments or revisions shall be in writing and must be approved by the Board. All amendments or revisions shall be submitted to all members electronically. A two-week period will be allowed for review after which a vote will be taken electronically. Approval requires simple majority of all votes received.

Certified as approved by vote of the general membership

Signed: _____
TVA Softball Club Secretary

Date: _____