

BY-LAWS
of the
PENTWATER TENNIS
AND
PICKLEBALL CLUB, INC.
of
PENTWATER, MICHIGAN

MEMBERS & GUESTS

ESTABLISHED 1973

Adopted July 6, 1974, and including All Revisions through August 21, 2020

PTPC BYLAWS

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ARTICLE 1 **NAME**

This Club shall be known as “PENTWATER TENNIS AND PICKLEBALL CLUB, INCORPORATED.”

ARTICLE 2 **OBJECT**

The purpose of the Club is to stimulate and improve tennis and pickleball activities in the Pentwater area. In addition to providing a first-class facility, its purpose will be to promote good sportsmanship and fellowship. It will encourage improved recreational play as well as provide tournaments for its Members. It will provide a facility for young people to learn the game and participate in tournaments.

ARTICLE 3 **BOARD OF DIRECTORS**

Members:

The governing body of the Club shall be the Board of Directors consisting of five Members of the Club in good standing. The term of office of all Members of the Board of Directors is three years, except that at the first Annual Meeting of the Club, one Director shall be elected for a term of one year, two for a term of two years, and two for a term of three years. The terms of expiring directorships shall terminate on August 31. The immediate Past President of the Club shall be an ex-officio Member of the Board of Directors.

Nominations:

The President shall appoint a Nominating Committee prior to the Annual Meeting consisting of three Members. The Committee shall present its selections at the Annual Meeting, but nothing in this Article shall be construed to prevent a Member from making nominations from the floor. These nominations shall be placed upon a ballot and voted for at the Annual Meeting, and the candidates receiving the highest number of votes shall be declared elected.

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Election of Officers:

The Board of Directors elected shall meet immediately after the Annual Meeting, and shall select from its membership a President and Vice-President. At the same meeting, the Board of Directors elected shall elect a Secretary and a Treasurer, either or both of whom may or may not be members of the elected Board. The Board of Directors elected, at its discretion, may combine the office of Secretary and Treasurer for the forthcoming year. If the Secretary and/or Treasurer are not part of the elected Board, they shall become ex-officio Members of the Board with such responsibilities and privileges of membership as the Board may determine. The Officers of the Club shall assume the several offices to which they are elected on September 1st, and shall serve for the term of one year, or until their successors are elected and have qualified.

Quorum:

Three Members of the Board of Directors shall constitute a quorum for the transaction of business.

Vacancies:

Resignation of Officers and Directors of this Club shall be presented in writing to the Club Secretary. All vacancies occurring in the offices of the Club shall be filled by appointment by the Board, and the replacement shall serve until the next Annual Meeting.

Legal Obligations:

The Board of Directors, upon a majority vote of the Board, may enter into contracts, buy or sell land, incur loans, mortgages, or other forms of indebtedness for the Club to perform necessary maintenance or make improvements to the facility.

Enforcement of Rules:

The Board of Directors shall also consider and investigate all alleged violations of Rules of the Club and take such actions as in each case may be deemed advisable.

Meeting of the Board:

Regular meetings of the Board shall be held as set by the President. A special meeting of the Board may be called upon the request of two Members of the Board with due notice of such meeting being given to all Board Members.

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ARTICLE 4 **DUTIES OF OFFICERS**

President:

The President shall preside at all meetings of the Club, and enforce the Articles and By-Laws.

The President shall appoint the committees named in Article 5 subject to the Board of Directors' approval. Chairperson of each committee need not be limited to Members of the Board of Directors.

The President may call a special meeting of the Club at his/her pleasure, and he/she shall do so at the written request of ten Members of the Club in good standing.

The President shall be an ex-officio Member of all committees.

Vice President:

The Vice-President shall assist the President in the discharge of his/her duties, and in the President's absence, or in the case of a vacancy in the office of President, act as President. The Vice-President will be available to discharge any other assignments given by the President.

Secretary:

The Secretary shall have custody of all Club trophies; keep a true record of the proceedings of all meetings of the Club in a book provided for that purpose; keep a correct roll of all members; state number of members carried on the roll; file all documents, records, reports and communications connected with the business of the Club; notify each member-elect of their election, and upon their becoming a Member, furnish them a copy of the Club's By-Laws; and in case of inability to attend any meeting, cause the necessary books and papers to be conveyed to the place of meeting.

The Secretary and/or Treasurer shall conduct the necessary correspondence for the Club, including notices for dues, assessments, and matters pertaining to membership fees.

Treasurer:

The Treasurer shall collect, receive, and account for all monies due and expended by the Club.

The Treasurer shall expend funds and pay all obligations contracted by the Club. All obligations shall be properly approved, and, on order of the President, signed by the Treasurer.

The Treasurer shall report at the Annual Meeting as to the receipts, disbursements, and financial condition of the Club, together with a statement of the amount of money in Club accounts.

The Treasurer shall make investment of the Club funds, with the approval of the Directors.

Bond Requirement:

The Secretary and/or Treasurer shall furnish a bond for the faithful performance of his/her duties as the Board of Directors may require, the cost of which shall be paid by the Club.

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Compensation:

The Board of Directors, at its discretion, may compensate the Secretary and/or Treasurer for their services to the club. No fees shall be paid to any other Director or Officer of the Club, nor shall they receive abatement of dues, or compensation whatever. No Officer or Director of the Club during their term of office shall be made an Honorary Member of the Club.

ARTICLE 5 **DUTIES of COMMITTEES**

Finance Committee:

The Finance Committee shall consider all propositions of finance requested by the Club. This Committee, if so directed by the Club, shall examine the books, vouchers, and accounts of the Treasurer, and report in detail the same at the Annual Meeting of the Club, or whenever so directed by the Club.

Tournament and Rules of Play Committee:

The Tournament and Rules of Play Committee will be responsible for organizing and running tournaments, and establishing the rules of play, priorities, and length of time for play. Any such rules and regulations will be submitted to the Directors for final approval before becoming effective.

Maintenance and Facility Committee:

The Maintenance and Facility Committee shall be responsible for the maintenance, upkeep, and landscaping, and other related matters of the facility.

Other Committees:

Other Committees may be appointed by the President, subject to the approval of the Board of Directors.

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ARTICLE 6 **MEETINGS**

The Annual Meeting of the Members of the Club shall be held between July 1 and August 31 of each year, the exact date to be selected by the President.

The Secretary shall send notices for the annual and any special meeting not less than ten days before the meeting by electronic correspondence to all members for whom an electronic address is available. Written notice of the Annual Meeting shall be posted on the Club bulletin board and mailed to those members for whom an electronic address is unavailable.

The following Order of Business shall be observed at the Annual Meeting and shall not be departed from, except by two-thirds majority:

1. Roll Call
2. Reading of the Minutes of the Last Meeting
3. Reports of the Secretary
4. Reports of the Treasurer
5. Reports of All Committees
6. Unfinished Business
7. New Business
8. Election of Directors
9. Adjournment

Special meetings of the Club Members may be called by the President or the Board of Directors or any ten Members in good standing when deemed necessary.

ARTICLE 7 **MEMBERSHIP and VOTING**

Club Memberships:

Membership shall be by application to the Secretary or Treasurer. There shall be two classifications of membership:

1. Individual Membership. This class is limited to individuals. It includes the right to vote. An initial membership fee and annual dues will be assessed. An individual can upgrade to a family membership by paying the annual family membership dues.
2. Family Membership. This class of membership includes couples, their dependents, and/or grandchildren below the age of 21 (or 25 years of age if they are students). An initial membership fee and annual dues will be assessed. A family membership shall afford one vote each to the couple.

Children of Members: Upon reaching the age of 21, or 25 as described above, children of Members, shall be entitled to membership with all privileges upon the payment of the annual dues plus any assessments which may be in order at the time, if applied for within one year of reaching such age. Otherwise application must be made as provided for new Members in this Article.

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Transferring Memberships:

Membership may be transferred to a person of the immediate family of a Member, subject to the existing provision of the By-Laws and the approval of the Board.

Termination of Membership:

The Board of Directors shall have the right to terminate and forfeit the membership of any person for cause, which shall be clearly set forth in a notice sent by mail to such Member. The Member so notified shall have 30 days from the date of mailing within which to petition the Board for a hearing on the causes given as warranting expulsion. If such petition is filed in writing with the Secretary, the privileges of membership shall remain in effect until a hearing is held, otherwise the privileges are terminated 35 days from the date of mailing.

Other Memberships:

Life Membership shall be granted to any Member of the Club who, having reached the age of 75 and having been a Member for 15 years or more, applies in writing for this distinction. Life Membership annual dues shall be at a reduced rate as the Board determines.

Honorary Membership may be conferred by the Board of Directors upon the consent of a quorum of the membership. Honorary Membership annual dues will be waived.

Both Life and Honorary Memberships are meant to recognize an individual's steadfast contribution both to the Club and to the game of tennis and/or pickleball. Life and Honorary Members will retain their previous membership voting status.

ARTICLE 8 **GUESTS and NON-MEMBERS**

Guests desiring the privileges of the Club shall be governed by the following rules:

1. No one may be a guest of a Member of the Club for more than 10 days in one season;
2. Guests must be registered at the Court by their Member-sponsor before playing;
3. Guests must be accompanied by their Member sponsor or another Club member while playing;
4. Guest fees shall be determined by the Board of Directors and the Member- sponsor is responsible for payment of the guest fees.

ARTICLE 9 **CHARTER MEMBERS**

All Members affiliated with the Club up to and including the first Annual Meeting shall be considered Charter Members.

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ARTICLE 10 **MEMBERSHIP FEES**

The initial Membership fee shall be determined by the Board and approved by the Membership.

ARTICLE 11 **DUES AND SPECIAL ASSESSMENTS**

All dues shall be payable in advance by June 1st of each year, and the Treasurer shall report to the Board by June 15th all Members in arrears, at which time they shall be automatically suspended.

Requests for reinstatement to membership must be made to the Board. Should the action of the Board be favorable, the applicant shall thereupon be reinstated upon payment of all unpaid annual dues since the applicant's resignation or termination, all other indebtedness to the Club, and any reinstatement fee set by the Board. Total reinstatement charges shall not exceed the cost of a new membership.

Dues shall be determined by the Board of Directors and approved by the membership. Special assessments may be levied from time to time if approved by a majority vote of the Board of Directors and a quorum of the membership.

ARTICLE 12 **RULES OF ORDER**

Unless otherwise provided for in the By-Laws of this Club, all questions of procedure shall be governed by "Roberts Rules of Order."

ARTICLE 13 **AMENDMENTS**

The By-Laws may be amended by a two-thirds majority of those Members in attendance at the Annual Meeting of the Club, and at any Special Meeting upon notification to all Members that the Special Meeting is being called for that purpose; provided the proposed Amendment has been passed by the Board of Directors of the Club, or approved in writing by ten Members in good standing, and submitted to the President seven days prior to such meeting.

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ARTICLE 14 QUORUM

Whenever the term “Club” or “Members” of the Club is used herein, the same shall be construed to mean “Members of the Club present at the Meeting;” provided, however, that no business of any nature shall be transacted at any Annual or Special Meeting unless there shall be present at such meeting ten members in good standing who are eligible to vote.

ARTICLE 15 FISCAL YEAR

The fiscal year of the Club shall be the calendar year, January 1st through December 31st.

