

## Spring Creek Darts Association By-Laws

### **I. NAME AND PURPOSE**

- A. The name of the organization shall be the Spring Creek Darts Association. The Spring Creek Darts Association is a full member in good standing of the American Darts Organization and, as such, is recognized as an Official Darts Body within the United States of America. The SCDA shall be a non-profit, non-political, non-sectarian, and non-sexist organization.**
  
- B. The purpose shall be to promote the sport of darts throughout the Spring, Texas area by achieving the following objectives:**
  - 1) Coordinate the activities, tournaments and other functions of leagues, darts enthusiasts, member sponsors and other similar groups on a local basis.**
  - 2) Establish and maintain a calendar of local darts tournaments.**
  - 3) Establish friendly relationships with similar organizations throughout the geographical area.**
  - 4) Promote local competitions between representatives of the SCDA and representatives of similar organizations in other areas.**
  - 5) Provide advice and counseling to sponsoring firms in establishing local darts tournament competitions.**
  - 6) Represent the association on a national basis.**
  - 7) Establish SCDA rules of play and regulations utilized in the SCDA sponsored and sanctioned competitions.**
  - 8) Improve the conditions of play in SCDA sponsored and sanctioned competitions.**
  - 9) Develop and distribute a local newsletter.**

### **II. TERMINOLOGY – When used in the body of these By-Laws, all masculine gender nouns shall include female and all single terms include plural wherever necessary.**

- A. ADO – American Darts Organization, Inc. The ADO is a full member of the World Darts Federation and, as such, is recognized throughout the world as the Official Darts Body of the United States of America.**
  
- B. AREA – A loosely defined geographical section of North, Central and Eastern Harris County, including adjacent portions of Montgomery County, Texas.**
  
- C. ASSOCIATE MEMBER – A business entity such as a manufacturer, distributor or a friend of darts.**
  
- D. BOARD – That body described in Article VI.**
  
- E. EXECUTIVE COMMITTEE – President, Vice President, Secretary, Treasurer and Activities Director.**
- F. HONORARY MEMBER – An individual who by his/her actions has attained special achievements, contributed outstanding efforts or made significant contributions to the game of Darts in general or the SCDA specifically.**
  
- G. MEMBER IN GOOD STANDING – A currently registered Member of the SCDA with no disciplinary action pending or in effect under Article V fo these By-Laws.**

- H. **NO VOTE PROVISIO** – No member may vote on any issue where a conflict of interest may exist between the SCDA and the voting member.
  - I. **PROXY** – The act of assigning a member’s voting rights to another member on a temporary basis. This is similar to a Limited Power of Attorney in that a member has been given full authority to act on the behalf of another member.
  - J. **REGULAR MEMBER** – A person who has obtained a membership in the SCDA as an individual.
  - K. **REPRESENTATIVE** – One person who has been granted the authority by a member (organization, group, etc...) to represent such member.
  - L. **SCDA** – Spring Creek Darts Association
  - M. **SCDA FISCAL YEAR** – 1 January through 31 December each calendar year.
  - N. **SENIOR BOARD MEMBER** – The most senior Board member present, in terms of continuous service.
- III. MEMBERSHIP** – Membership is open to any person, group or organization which (who) evidences interest in Darts as a sport. Membership is limited to individuals and organizations domiciled in the U.S.
- A. A member shall be considered properly registered when, within current policy, the Secretary has received the application for membership and approved. When cause or where specifically required, applications may be subject to approval by a two-thirds (2/3) majority vote of the Board. All memberships are subject to review by the Board of Directors.
  - B. Voluntary submission to all rules and regulations as set forth within the SCDA By-Laws is a condition of acceptance for all membership applications. Upon acceptance, members shall receive a membership card and a copy of the latest revision to these by-laws from the Secretary.
  - C. **HONORARY MEMBER** – Honorary memberships are awarded at the discretion of the Board. An honorary member will receive a Lifetime Membership Card and a plaque from the SCDA in recognition. This membership is fully equivalent to be Regular Membership in terms of these By-Laws.
  - D. **TERMINATION OF MEMBERSHIP** – Any membership may be terminated or restricted with cause.
- IV. MEMBERSHIP FEES** - Membership fees shall be established, and may be revised by a two-thirds (2/3) majority vote of the Board and shall be payable annually. Fees are applicable for a one-year period from January 1 through December 31.

At the discretion of the President, a first-time member paying dues during the final quarter of a calendar year, may remain a Member through the following year at no additional charge. Alternatively, the president may elect to reduce the membership fee by one-half (1/2) for a first time member paying dues during the final quarter. At the discretion of the Board, membership fees may be waived entirely, where the specific goals and interests of the SCDA are further enhanced through such an association.

**FEES**

**MEMBERSHIP TYPE**

**FEE**

Regular

\$15.00

Honorary

N/A

- V. **PENALTIES** – Categorically, and without restriction, the SCDA reserves the right to censure, probate, fine, suspend or expel (terminate) any member (regardless of category) or Officer who willfully creates disharmony, behaves in a manner prejudicial to good order and discipline or tarnishes the image of the sport of darts.

No player, Official, Sponsor nor Spectator need to tolerate harassment, belligerency, defamation or poor sportsmanship from any SCDA member. However, remedy for such infractions are not the sole purview of the SCDA. Where the incident occurred has significant impact on who provides subsequent disciplinary action.

- A. **NON-SCDA SPONSORED TOURNAMENTS AND MATCHES** – Problems in public or private bars, lounges and taverns are the sole province of the injured party, the owner(s) or bartender who may seek redress under local and state law by ejection, intervention by civil authorities or arrest.

- B. **SCDA SPONSORED EVENTS, LEAGUE PLAY AND TOURNAMENTS** - With the exception of expulsion from a given tournament by the Tournament Director to restore good order and discipline, an infraction or altercation at an Association sponsored event is cause for Board action, i.e. censure, probation, fines, suspension or expulsion from the SCDA. Once disciplinary action has been taken by the Board, the ADO may be petitioned to support, endorse or extend the action on a national level. All SCDA members should be fully aware that darts could be dangerous. Any injury occurring during an SCDA sponsored event is the sole responsibility of the individual and the SCDA will not be held responsible or liable.

- C. **PROCEDURES – THE BOARD SHALL:**

1. Review all documentation and recommendations.
2. Render a decision. A two-thirds (2/3) majority vote is required for disciplinary action to be taken.

- D. **PROCEDURES – THE SECRETARY SHALL** within forty eight (48) hours after the decision, prepare a letter describing the decision and inform the accused of the decision and right to appeal.

- E. **PROCEDURES – APPEALS**

1. The accused, may appeal the Board’s decision to a Committee, comprised of at least five (5) Association Members, drawn by lot, who are not serving on the Board or otherwise involved in the case under appeal. Members related to the accused, by team, family, or household are ineligible to serve on the Committee.
2. Appeals must be in writing.
3. The President must receive appeals, no later than fourteen (14) days after the Board’s ruling.
4. The secretary shall notify the Committee members of their selection within ten (10) days after receipt of the appeal and forward each, copies of all related documents.

5. The Committee Members will be instructed to return a pro or con vote to the Secretary within ten (10) working days after receipt of the documentation. After ten (10) days, a negative reply is considered a pro vote.
6. The decision of the Committee is final and binding on the SCDA.
7. The Secretary will advise the President of the decision, who, will formally notify the accused.

F. FINES – When a member is found guilty of conduct unbecoming and is to be fined for said offense, the President, after consultation with other members of the Board, shall levy the fine. Nor fine shall be less than \$1.00 nor exceed the total value of; (1) annual membership fee + the value of a sponsorship fee for one (1) team + the value of any addition league fees paid by the accused during the current period of league play.

1. If the fine is not paid to the Treasurer within (30) days of notification, the Member will be automatically suspended from all SCDA sponsored events for a period of one calendar year, effective from the date the Treasurer notifies the President of payment default.
2. Points/Awards and Championships earned within the current period may, as a result of disciplinary action, be disallowed.

VI. THE BOARD - The Board of Directors shall be comprised to the Executive Committee (President, Vice President, Secretary, Treasurer, Activities Director) and Members at Large.

The ADO Representative is a voting Board Member who is appointed by and is responsible to the Board with no fixed tenure of office.

The League Statistician is a non-voting Board Member who is appointed be and serves at the pleasure of the Board with no fixed term of office. The office of the Secretary may be tasked with the duties of and responsibilities of this office in lieu of a separate appointment.

**A. DUTIES AND RESPONSIBILITIES – EXECUTIVE COMMITTEE**

1. Acts as the business office of the SCDA.
2. Submits a quarterly expense report to the Treasurer.
3. Develops the annual budget.
4. Initiates long range planning.
5. Decides policy issues of an organizational and financial nature.
6. Any and all Executive Committee decisions are subject to full Board review and approval when placed on the agenda for the next Board of Directors Meeting. An Executive Committee decision is placed on the agenda when a specific request is made by one or more Members at Large.

**B. DUTIES AND RESPONSIBILITIES – PRESIDENT**

1. Presides at all Board meetings.
2. Votes only when needed to break a tie, unless excused by virtue of a No Vote Proviso.

3. Decides all questions of order.
4. Insures that the specific objectives of the SCDA are met.
5. Appoints all Committees, unless otherwise prohibited.
6. Serves as an ex-officio member of all Committees.
7. Responsible for submission of the annual budget.
8. Primary signatory of all Contracts and Agreements.
9. Forms and prepares the Leagues for competition.

**C. DUTIES AND RESPONSIBILITIES – VICE PRESIDENT**

1. Assists the President in the administration of his duties and the efficient operation of the Association.
2. Assumes all duties and responsibilities of the President in the event of temporary absence, resignation or recall from office.
3. Chairs all subcommittees.
4. Responsible for the preparation of all direct written communication between the Executive Committee and Sponsors, Contributors and (or) Associate Members.

**D. DUTIES AND RESPONSIBILITIES – SECRETARY**

1. Chief communications officer for the SCDA
2. Records the minutes of all Board and Executive Committee Meetings
3. Notifies all Members of their acceptance into the SCDA
4. Calls all rolls and records each vote.
5. Calls all elections.
6. Issues the results of all Board Meetings, elections and votes.
7. Oversees the general administrative duties of the organization including the conduct and maintenance of all correspondence.
8. Co-signatory on all Contracts and Agreements.
9. Screens and approves or refers for approval, all Membership applications.
10. Performs such other duties as may be required.

**E. DUTIES AND RESPONSIBILITIES – TREASURER**

1. Receives and maintains sole custody of all SCDA funds and promptly deposits all monies received.
2. Responsible for the collection of all fees and fines due.
3. Submits monthly and annual Treasurers reports to the Board.

**F. DUTIES AND RESPONSIBILITIES – ACTIVITIES DIRECTOR**

1. Coordinates all SCDA sponsored functions with host staff, faculty and Members of the Board.
2. Serves as League Coordinator.
3. Responsible for the procurement and issue of all SCDA awards.

**G. DUTIES AND RESPONSIBILITIES - MEMBERS AT LARGE**

1. Carry out the instructions of the Executive Committee

2. Assist in the control and operation of the SCDA.
3. Enforce penalties for infractions committed by Members.
4. Expand Association Memberships.
5. Assist sponsors in the development of tournaments and league competition.
6. Establish and maintain effective lines of communication, including the collection and distribution of information.
7. Act as liaison between General Membership and the Executive Committee.
8. Refers Executive decisions of the general interest to the Board for review.

#### **H. DUTIES AND RESPONSIBILITIES – ADO REPRESENTATIVE**

1. Must be registered with the ADO as the official representative of the SCDA
2. Notifies the ADO of changes of address or telephone numbers.
3. Insures annual membership dues are current with ADO.
4. Conducts all liaisons between the SCDA and the ADO.
5. Serves as advisor to the SCDA on all matters pertaining to the ADO

#### **I. DUTIES AND RESPONSIBILITIES – LEAGUE STATISTICIAN**

1. Records and reports all Association statistics relative to the sport of darts.
2. Issues League Statistics on a weekly basis.
3. Recommends and coordinates the purchase and issue of all awards related to league play.
4. Prepares annual summary of special achievements and awards relative to leagues.

#### **J. DUTIES AND RESPONSIBILITIES – SENIOR BOARD MEMBER**

1. Assumes the duties and responsibilities of the President during absences, resignation or recalls of the President and Vice President.
2. Serves the Board as a consulting authority in the interpretation of these by-laws, rules and regulations, based on experience and historical knowledge of legislative intent.

#### **K. RESIGNATIONS – There are no penalties, sanctions, or restrictions placed upon a member who has resigned or is considered resigned. A Board member shall be considered resigned when:**

1. The Board is notified in writing of a member's resignation.
2. A member fails to attend three (3) meetings during his term, without cause.
3. Reasonable cause exists to believe a permanent vacancy has occurred. Reasonable cause includes but is not limited to Acts of God, personal hardship or short notice re-location to other geographical areas.

#### **L. RECALL OF BOARD MEMBERS**

1. Any Board member may be recalled from office for Malfeasance by a two-thirds (2/3) majority vote of those Board Members in attendance at any Board Meeting. The vote must be by secret ballot.
2. Whenever a recall vote is anticipated, the Secretary will insure that all members of the Board are notified within sufficient time to attend the vote.

3. If circumstances so warrant, the SCDA may effect a recall by formal petition, endorsed by a simple majority of the current membership.
4. Appeal – Any Board member recalled has the right to appeal such recall action. The appeal must be in writing and received by the SCDA secretary no later than fourteen (14) days after the recall ruling. If, after consideration by the Board, the appeal is rejected, there is not further appeal. While an appeal is pending, the vacated office will be filled by Executive Committee appointment of another Board Member. This appointment requires approval by the Board.

**VII. ELECTIONS** – As a minimum, any person is eligible to vote in an election or hold any office as long as that person is a current member and in good standing with the SCDA. Members who are also sponsors are not eligible to hold office on the executive committee however, they may serve as Members At Large limited by the No Vote Proviso.

- A. All members of the Board will be elected directly by the general membership annually.
- B. The term of office is for one (1) year. The newly elected board will immediately serve on a provisional (non-voting basis) until the end of spring season at which time the new Board will officially replace the old board
- C. The date of all elections will be at the discretion of the Board.
- D. Each member will have only one vote and a violation is cause to revoke the voting rights of the offending Member, pending further action. Any vote cast by the offending Member is null and void.
- E. At the discretion of the SCDA Board of Directors, no member may hold more than one (1) elected office at one time.
- F. **NOMINATIONS**
  1. May be accepted from the floor on the date of elections.
- G. **INTERIM VACANCIES** – Should an elected Board Member resign or be removed (recalled) from office during the interim between annual elections.
  1. The Office of the President is filled by natural succession for the remainder of the term.
  2. Other than the office of the President, the Board shall be empowered to elect a replacement for the duration of the term.
  3. Candidates for election are limited to current Members of the Board or a volunteer from the general membership subject to Board approval.
  4. If a vacancy occurs during a Board meeting the election will take place immediately, otherwise at the next regular Board meeting.
  5. Requires a two-thirds (2/3) majority vote of the members present.
  6. The Secretary shall commence making the proper arrangements to fill any vacancy created, within ten (10) days of a succession or Board imposed election.

**VIII. GENERAL** – This Article outlines the general policies and procedures concerning the conduct and administration of the Association.

- A. MEETINGS – The Order of Business and/or procedures of any Meeting, or any subject not covered by these by-laws, or noted in Board minutes shall be subject to “Robert’s Rules of Order Revised”. However, should there be a conflict with these by-laws and or “Robert’s Rules of Order Revised”, the latter shall prevail. Meetings shall have no time limit however, a maximum of fifteen (15) minutes may be allowed for the purpose of completing a point under discussion. The time Limit may be waived by the unanimous consent of members in attendance.**
- B. BOARD MEETINGS – Participation is obligatory on and limited to the Members of the Board and members of the association (for observation and input), unless specifically limited by the President. The meeting dates, times and locations are at the discretion of the President. Attendance shall be excused if notice of the meeting is not received at least three (3) days prior to the meeting. In the absence of the President and Vice President, the Senior Board Member present shall assume the Chair.**
- 1. When a Board member, with sufficient cause, is unable to attend a scheduled meeting, that individual may, at his/her discretion assign his/her voting rights by proxy to another Board member.**
  - 2. The SCDA Board of Directors will meet at least six (6) times each year.**
  - 3. The Executive Committee shall meet at least (12) times each year.**
- C. QUORUM - A simple majority of members in attendance shall constitute a Quorum for all meetings other than the executive. The President (or in his/her absence, the Vice President), Secretary and Treasurer shall constitute a quorum at an Executive Committee meeting. A proxy will constitute a member present, when required to achieve a quorum, at a Board Meeting.**
- D. FINANCES – Any member of this Association while engaged in the legitimate conduct of Association business, is entitled to be reimbursed for any and all expenses incurred as a direct result of that conduct. Claims for reimbursement may be submitted to the Treasurer for payment. Any claims disallowed by the Treasurer may be appealed directly to the Board.**
- 1. Expenditures in excess of \$300.00 require a two-thirds (2/3) majority vote of the Board for approval.**
  - 2. Disbursement of Association funds shall require two (2) authorized signatures.**
- E. BY-LAWS – The Board is given full power to make, alter, amend or repeal any and all by-laws of the SCDA at any Board Meeting, subject to a two-thirds (2/3) majority vote of the Board.**
- 1. Rules and regulations to supplement these by-laws shall be devised for the purpose of clarity and uniformity.**
  - 2. These By-Laws shall be reviewed/updated by the President (subject to a two-thirds (2/3) majority approval) on an annual basis. Proposed changes to the By-Laws will be distributed to all Board Members at least two (2) weeks prior to final vote and implementation. The Members will review the proposed changes and may make any recommendations directly to the Board. Without objection, the changes will automatically take effect at the end of the two (2) week period.**
- F. POLICY – Policy changes, temporary rulings and general information will be in the form of announcements issued by the Secretary. These policy changes and temporary rulings will be**

**considered to be in force immediately upon receipt. All policy changes and temporary rulings must be approved by a simple majority vote of the Board.**

**It is the responsibility of each Team Captain to read any announcement issued by the SCDA and distribute pertinent information to the general membership and sponsors within their respective regions.**