

# CONSTITUTION AND BY-LAWS OF THE CORONADO/MAINLAND SHUFFLEBOARD CLUB

## CONSTITUTION

### ARTICLE I

#### NAME

The Club shall be known as the Coronado/Mainland Shuffleboard Club, with facilities and courts located at Flagler Avenue and Pine Street, New Smyrna Beach, Florida.

### ARTICLE II

#### PURPOSE

The purpose of The Club shall be to promote the game of shuffleboard, foster a feeling of friendship among its members, publicly promote The Club through activities that benefit the greater community, and engage in such other activities as its members may elect.

### ARTICLE III

#### MEMBERSHIPS

All applications for membership in The Club shall be collected by the treasurer of The Club or his/her designees. Any application may be rejected by a majority of the Board of Directors.

- A. **Playing members** shall be 18 years old or more, and have all the rights and privileges of membership including voting, attendance to all social functions, and shuffling. For these privileges they shall pay the required fee to The Club.
- B. **Junior members** are under 18 years old, and have shuffling and Social membership privileges' when supervised by a parent or Playing member, except Junior members do not have voting rights. Junior members shall pay the fee set by the club.
- C. **Social members** shall pay the fee set by The Club and have all the privileges except shuffling and voting on shuffling issues.
- D. **Life members** shall be exempted from payment of all Club membership fees and have all rights and privileges afforded by the Coronado/Mainland Shuffleboard Club.
  1. A nominee for becoming a life member must have been an active member of the Coronado and/or former Mainland Shuffleboard Clubs for at least eight (8) years.
  2. A member nominated must also have served in an official capacity for at least five (5) years.
  3. The nomination should document that a nominee's contributions were noteworthy and in accordance with the aims and purposes of The Club.
  4. Nomination(s) for life membership may be made by recommendation of the Board of Directors or by a member. The name(s) shall be posted in a prominent place at least five (5) days prior to the next General Meeting where the nomination shall be voted on by secret ballot.

## **CANCELLATION OF MEMBERSHIP**

A member of The Club may be suspended, when, after due process by the Board of Directors, he/she is found guilty of conduct unbecoming a member. A notice must be posted stating only that the named member has been suspended.

## **ARTICLE IV**

### **OFFICERS AND THEIR ELECTION**

Section 1. The elective officers of The Club shall be president, vice-president, secretary and treasurer. The Board of Directors shall consist of all elected officers plus three (3) or five (5) additional members, depending on club members' willingness to serve. The Board must consist of an uneven number of members, all of whom shall be elected by majority vote. The immediate past president is welcome to join executive board meetings in an advisory capacity, but is not a voting member. The president shall also act as chairman of the board. All officers and directors shall serve for two (2) years, unless re-elected.

Section 2. The President shall appoint a nominating committee at least one (1) month prior to election, consisting of three (3) members whose duty it shall be to select a slate of suitable candidates for various offices. The names of candidates selected shall be posted in a prominent location not less than one (1) week before election. The Nominating Committee shall also present their choices of candidates at the Annual meeting. At this time, the chairman of the election, having been appointed by the president, shall ask for further nominations for each office. Should there be two (2) or more candidates for any office, the chairman of the election shall appoint three (3) tellers whose duty shall be to distribute ballots to all voting members, and after the ballots have been marked, collect and count all the ballots, then announce the results. A majority of the votes cast shall elect.

## **ARTICLE V**

### **MEETINGS**

General meetings shall be held monthly on the first Saturday of the months from November through March. Board of Directors meetings will be held prior to the general meeting.

A Special meeting of The Club or Board of Directors to transact any business requiring immediate attention may be called at any time by the president, by a majority of the Board of Directors, or by a petition duly signed by at least fifteen (15) voting members of The Club. Notice of any Special meeting shall be posted in a prominent place at least one (1) week in advance of the meeting date.

The election of officers shall be held during the Annual General meeting in March. Elected officers shall be installed at the annual Banquet, or at a Special meeting in March called by the president.

When any scheduled meeting falls on a legal holiday, such meeting shall be postponed and rescheduled by the president and the new date prominently posted.

There shall be no shuffling during the General Meetings.

## **ARTICLE VI**

### **AMENDMENTS**

To amend the Constitution or By-Laws of The Club, proposed amendments must first be posted for not less than one (1) week prior to a regular General meeting. Amendments will be adopted by a two-thirds majority vote, a quorum being present.

## **BY-LAWS**

### **ARTICLE I**

#### **QUORUM**

Fifteen (15) voting members of The Club shall constitute a quorum at a General or Special meeting. Five (5) members of the Board of Directors shall constitute a quorum at a Board of Directors meeting..

### **ARTICLE II**

#### **DUES**

The amount of dues or assessments are determined by the membership of The Club with consideration for any per capita payments to the City of New Smyrna Beach.

### **ARTICLE III**

#### **OFFICERS' DUTIES**

The Board of Directors shall be empowered to transact all ordinary and necessary business of The Club, but shall not exceed nor contract for any expenditure beyond two hundred fifty dollars (\$250.00) without the consent of the membership.

Should a vacancy occur in the office of president, the vice-president shall assume the duties of the president for the remainder of the president's term in office and shall assume the title of president. Should a vacancy occur among any other elective office, said vacancy may be filled by presidential appointment, with the approval of a majority of the members of the Board of Directors. In an emergency, a vacancy may be filled by presidential appointment.

The president shall preside over all General and Special meetings of The Club and of the Board of Directors. He/she shall appoint all committees, except the nominating committee. The President shall perform such other duties as directed by a majority of the Board of Directors. The Treasurer and president or his appointee shall be signatories for all of The Club's bank accounts. The President or delegate shall attend all Northern District and VSCA meetings.

The vice-president shall perform all duties of the president in his absence. If both the president and vice-president are absent for any meeting of The Club, the secretary and then the treasurer, in that order, shall assume the chairmanship.

The secretary shall keep a true and accurate record of both the minutes of the Board of Directors and General meetings. Minutes shall be posted in a prominent place within seven (7) days following the meetings. The secretary shall be the custodian of all papers, records, policies, contracts, etc., for The Club, and shall deliver all materials in their possession to their successor.

The treasurer shall receive money, make payments and be accountable to The Club for both regular and special accounts, report balances in detail to the General meetings and shall deliver all monies and records to his/her successor. The treasurer shall turn over the financial records at

the Annual meeting to a committee for audit. The treasurer may serve without bond. A committee of two (2) appointed by the president shall audit the financial records of The Club and submit its report at the November meeting.

## **BY-LAWS**

### **ARTICLE IV**

#### **PLAYING GUESTS**

Playing privileges of The Club may be extended to a guest a maximum of three (3) times.

### **ARTICLE V**

#### **STANDING COMMITTEES**

1. Hearts and Flowers Committee - A standing committee shall be appointed to record the deaths of members and former members, set aside a pre-determined amount of money to be used as prizes in a memorial tournament for club members only, to be held at designated intervals, and send to the families appropriate expressions of sympathy.

### **ARTICLE VI**

#### **AVAILABILITY OF CONSTITUTION AND BY-LAWS**

A printed copy of the Constitution and By-Laws shall be provided by the secretary to any member upon request.

A copy of the constitution and bylaws shall be posted in a prominent place at The Club, and club website.

### **ARTICLE VII**

#### **PRIVACY OF INFORMATION**

Club members will not publish, post on the bulletin board or send any member's E-Mail address to anyone other than the Board of Directors and their appointees.

### **ARTICLE VIII**

#### **FLORIDA SHUFFLEBOARD ASSOCIATION (FSA) RULES.**

The Club maintains the right to adhere to its own rules. Shuffleboard will be played by the rules of the sanctioning body.

### **ARTICLE IX**

#### **RULES OF ORDER**

Robert's Rules of Order "revised" shall prevail.