



# **THE PEBBLECREEK SENIOR SOFTBALL ASSOCIATION**

## **BY-LAWS**

### **AMENDED APRIL 17, 2023**

#### **Section 1. Name:**

The name of this organization is **The** PebbleCreek Senior Softball Association **dba** PCSSA.

#### **Section 2. Form of Organization, Purpose and Operation:**

- 2.1 Organization:
  - The PCSSA is organized as a non-profit corporation/club governed by an Executive Committee, hereinafter referred to as the board.
- 2.2 Purpose:
  - The purpose is to promote senior slow pitch softball in PebbleCreek for exercise and recreation in an athletic environment designed to sustain a high level of fellowship, sportsmanship and friendly competition.
- 2.3 Operation:
  - It will conduct its business democratically and in accordance with the PebbleCreek Homeowner's Association Rules.

#### **Section 3. Membership:**

- 3.1 Eligibility:
  - **(a)** Membership is limited to PebbleCreek residents and anyone who has purchased a building lot in PebbleCreek with the intent of living in the community. Residents who are leasing or renting for less than ninety days are not eligible.
  - **(b)** If a qualified PCSSA member (player, manager, assistant manager, team scorekeeper or **registered substitute**) registers, pays dues and participates during a season and moves from PebbleCreek during the same season, he/she will be allowed to continue until the end of the season. Once the season ends, the person who no longer resides at

PebbleCreek will no longer be eligible to participate in the PCSSA.

➤ 3.2 Code of Conduct:

- **(a)** All members of the PCSSA are expected to follow the direction of the duly elected officers of the club or their appointed representative(s) in an orderly manner at all functions of the PCSSA
- **(b)** The officers of the PCSSA have the right to deny a member from participating in any PCSSA function or activity if they feel that their participation would adversely affect the other members of the club or organization.
- **(c)** The officers of the PCSSA, or their representative(s) may request a member to leave function or activity if the participant(s) has on more than one occasion refused to follow directions or who is disruptive, disrespectful of the officers, their representative(s) or other members of the PCSSA. The offender(s) is subject to disciplinary action.

**Disciplinary Action:**

- **(1)** If the offending member(s) does not leave when requested, the PebbleCreek Patrol will be called.
- **(2)** The board may prohibit the member(s) participation in PCSSA functions or meetings for 30 days.
- **(3)** A second infraction will result in a hearing and expulsion from the PCSSA with a unanimous vote of the PCSSA's Board. At the hearing the offender(s) may request a spokesperson who is a member in good standing.
- **(4)** The offender, may if they wish, appeal to the PebbleCreek HOA Board. The HOA Board has the right not to hear the appeal.

**Member Waiver Form:**

- Each member must ~~complete the Member Waiver Form prescribed by the PCHOA from time to time. The completed form will be kept in a file maintained by the Secretary of the PCSSA.~~ **check the member waiver line in the registration form.**

### **Remuneration:**

- No individual member may receive compensation for services rendered in support of the activities of PCSSA from:
  - Non-members or outside sources without approval of the PCHOA Board of Directors
  - Compensation includes merchandise, services, benefits or rebates from vendors providing services or merchandise to the PCSSA that are not provided to every member.
  - With the approval of the Board, reimbursement of actual expenses or reasonable compensation to members of the PCSSA from PCSSA funds for services rendered to the members of the PCSSA may be permitted.
  - Additionally, with the approval of the Board, discounts to members for merchandise or services that are provided equally to all members or all participants in a particular activity sponsored by the PCSSA may be permitted.

### **Section 4. Officers and Executive Committee:**

- 4.1 Officers.
  - The officers of this organization will be a President, Vice President, Treasurer and a Secretary. In addition, there will be three (3) Directors.
- 4.2 Executive Committee:
  - The organization's affairs will be managed by an Executive Committee, referred to as the Board, composed of the officers and directors.
- 4.3 Removal of an Officer:
  - Any member may propose the removable of an officer. If ten (10) percent of the other members concur in the proposal, a meeting of the members will be ~~noticed~~ **posted** and held. At the meeting the reasons for removal will be presented and the officer in question will be given an opportunity to be heard. At the conclusion of the hearing portion of the meeting, the proposal will be put to a vote. Removal of an officer requires a vote of two-thirds (2/3) at those present at a meeting at which a quorum is present. In the event an officer is removed from office, the Secretary will notify the officer in writing.

## **Section 5. Duties of the Officers:**

### **➤ 5.1 President:**

- Preside over meetings, ~~assure the~~ and assures that the organization remains in compliance with PCHOA Rules applicable to it.
- Prepares and files with the PCHOA Rules Compliance Committee (RCC) the annual submission required under the PCHOA Rules.
- Prepares and files any notices that the PCHOA Rules require the organization to file with the RCC or other PCHOA Committees.
- Make the annual financial report available to the members.
- Oversee the activities of the other officers.
- Call meetings when deemed appropriate.
- Seek ways to improve the organization consistent with the wishes of its members.
- Act as the principal liaison between the PCSSA and all outside individuals and organizations including the PCHOA Board of Directors.

### **➤ 5.2 Vice President:**

- Perform the duties of the President in the Presidents absence.
- Responsible for player registration and assignment to teams in accordance with policies established by the board.
- Maintain a roster of all registered players and team assignments.

### **➤ 5.3 Secretary:**

- ~~Maintain a current roster of the members along with a copy of the Member Waiver Form signed by each member, or maintain the waiver form electronically.~~
- Maintain records as required by the board.
- Record minutes of all meetings and submit General Board Meeting minutes to the website.

### **➤ 5.4 Treasurer:**

- Maintain the financial records of the organization.
- Prepare an annual financial report ~~as required by the PCHOA Rules, and~~
- File annual tax return and Corporation Commission report.
- Prepare such other reports as may be required by the Board

➤ **Directors:**

- Directors shall be assigned specific areas of responsibility to contribute to the efficient and orderly operation of the league.

**Section 6. Election of Officers:**

➤ **Elections:**

- Officers and Directors will be elected by a majority of the membership votes cast during the month of March each year.
- Prior to voting, the Vice President will notify the membership of the vacant offices and the names of the candidates standing for election.
- Full time residents (at least 10 months) and part time residents (less than 10 months) may be elected to serve on the board **as defined below:**

❖ Eligible positions to be filled by **part time residents are:**

- Secretary
- Director of Player Personnel

❖ Eligible positions to be filled by **full time residents only are:**

- President,
- Vice President
- Treasurer
- Director of Field Maintenance
- Director of Marketing

➤ **Commencement of Term:**

- Newly elected officers will begin their term on the first day of the month following the annual meeting.

➤ **Terms of Office:**

- Board members will be elected for a term of two years on a staggered schedule with the exception of the Director of Field Maintenance **and Director of Marketing** which may be a one-year terms.
- The Presidency is the only officer position not open to election by the PCSSA membership **as** the Vice President will become the President in the year following the year elected to the Vice President's office.
- The Secretary and one Director are elected in odd numbered years.

- The Treasurer and two Directors are elected in even numbered years.
- Should a current board member elect to run for a board position after their current board position has expired, they may do so.
- The outgoing President, however, may not run for any board position until one year has lapsed from the date that the out going President has stepped down.

### **Section 7. Meetings:**

- 7.1 Annual Meeting:
  - An annual meeting will be noticed and held each year in the month of April at a time and place determined by the board.
- 7.2 Regular and Other Meetings:
  - Regular and other meetings will be held at times and places determined by the President with the approval of the Board. Appropriate notice will be given to the members.
- 7.3 Quorum:
  - A quorum will be present at any meeting if ten percent (10%) of the membership is present.

### **Section 8. Committees:**

- Committees may be established by the Board as needed.

### **Section 9. Dues and Fees:**

- 9.1 Dues:
  - Membership dues will be established by the board.
- 9.2 Fees:
  - Fees for activities including instructor fees, must be approved by the Board and must be in compliance with the Rules Section 10.5.
- 9.3 Sponsorships:
  - Team sponsorship and field advertising fees will be determined annually by the Board. Funds received will be used to promote and operate the PCSSA.

## **Section 10. Players, Managers, Coaches Eligibility Requirements:**

- 10.1 Membership:
  - Players, **registered substitutes**, managers, assistant managers, coaches, **umpires, announcers, scoreboard operators** or team score keeper(s) must be members of the PCSSA and in good standing.
- 10.2 Age:
  - ~~The minimum age to participate on any PCSSA team will be fifty (50) years of age. Any resident forty to forty nine (40-49) years of age may petition the Board for PCSSA membership.~~
- 10.2 Dues/Assessments:
  - Players, **registered substitutes**, managers, assistant managers, coaches, **umpires, announcers, scoreboard operators** or team score keeper(s) must satisfy the dues or assessments required by the Board to participate in the PCSSA.
- 10.3 Disqualification:
  - Players, managers, assistant managers, coaches or team scorekeeper(s) not meeting all of the above requirements may not participate in any games or other league functions sanctioned by the PCSSA.

## **Section 11. Amendments:**

- Amendments to these bylaws require a two-thirds (2/3) majority vote of the members present at any regular meeting at which there is a quorum held (i) at last one week after a regular meeting at which the proposed amendment or amendments were read, or (ii) after giving one-week prior written notice of the proposed amendment or amendments to each member.

## **Section 12. Dissolution:**

- In the event of the dissolution of the organization, the following actions will take place:
- All outstanding debts will be paid.
- After debts are paid, any monies received from members that can be equitably returned to the members may be returned to them if the PCSSA elects. Monies not so returned and any other monies held by the PCSSA will be donated to a charitable organization or the PCHOA.
- The club will obtain approval for the dissolution from the PCHOA Board of Directors.

_____ Frank Pierce President	_____ Date
------------------------------------	---------------

_____ Fred Dresser Secretary	_____ Date
------------------------------------	---------------