

CONSTITUTION AND BYLAWS FOR THE TENNIS CLUB AT LAGUNA WOODS VILLAGE

ARTICLE I – NAME

The name of this organization shall be LAGUNA WOODS VILLAGE TENNIS CLUB, also known as THE TENNIS CLUB AT LAGUNA WOODS VILLAGE, hereinafter referred to as the Club.

ARTICLE II – PURPOSE

The Club's purpose is to bring together those interested in tennis for their mutual enjoyment and benefit, and to form an organization for the promotion and direction of tennis play and social events.

ARTICLE III – MEMBERSHIP

Section 1: Membership shall be available to residents of Laguna Woods Village, Laguna Woods, California.

Section 2: Each applicant for membership shall be accepted upon application, signed waiver, resident ID, and payment of dues.

Section 3: In the event any member of this organization commits any act which reflects discredit or disrepute thereon or shall refuse or neglect to comply with these rules, such member shall be subject to suspension or expulsion after ten (10) days written notice by a vote of the majority of the Board of Directors, hereinafter the Board, at any monthly or special board meeting called for such purpose.

Section 4: The General Membership Meeting shall be held the first week of December. The Board can call for other Special Membership Meetings deemed necessary by a majority decision of the Board. Notice of Special Membership Meetings shall be posted on the clubhouse bulletin board at least thirty (30) days in advance of the meeting dates. Emails will be sent to all Club Members.

Section 5: The members present at any general board meeting shall constitute a quorum.

Section 6: Proxy voting won't be accepted at any board meeting.

Section 7: Membership dues can be increased or decreased by unanimous decision of the Board.

ARTICLE IV - OFFICERS AND BOARD OF DIRECTORS

Section 1: The officers shall consist of the President, Vice President, Treasurer, and Secretary and their duties shall be as their titles indicate.

Section 2: The Board shall consist of the officers plus four (4) Directors and the immediate past President who shall have voting power. The four (4) Directors are to have the duties of: Membership, Tennis Activities, Social Activities, and Facilities. The duties of the Board are to manage the affairs of the organization, establish policy, and promote the game of tennis in Laguna Woods Village. Specific duties

include, but are not limited to, enforcing the rules and bylaws, making rules governing the use of the Tennis Facility, organizing tennis activities, organizing social events, publishing the Rules and Membership Directory Booklet, and advising GRF and the VMS management company of needed facility maintenance.

Section 3: The President may appoint committees and assign responsibilities to Board members as required to conduct organization activities.

Section 4: At the September monthly board meeting the Board shall appoint a nominating committee chairperson. This chairperson shall appoint at least two (2) but not more than four (4) members of Laguna Woods Village Tennis Club to serve on the nominating committee. The nominating committee shall submit to the Board at the November monthly board meeting and post on the bulletin board in the clubhouse at least 14 days prior to the general meeting in December their recommendations for the board members for the following year. Nominations from the floor will be accepted at the December general board meeting.

Section 5: Voting for officers and directors at the December general board meeting shall be by show of hands. The names receiving the greatest number of votes cast shall be declared elected. If there are no other candidates for office other than those submitted by the duly appointed nominating committee, members present may approve the entire slate by a majority show of hands.

Section 6: The Board shall meet monthly at such times and places as they select, and a majority of the board shall constitute a quorum at any meeting. A special Board meeting may be called at any time by the President and any two Board members.

Section 7: In case of a vacancy on the Board, the President shall appoint a member to the remaining portion of the term with majority vote of the remaining Board members.

Section 8: The Vice President shall succeed to and perform the President's duties in the President's absence, inability to act, or upon request of the President. If for any reason the President resigns or is unable to complete the term to which the President was elected, the Vice-President will become the new President and complete the term of the previously elected President.

Succession:

- a. The Treasurer shall succeed to and perform the President's duties if the President and Vice President are both absent or unable to act.
- b. The Secretary shall succeed to and perform the President's duties if the President, Vice President, and Treasurer are all absent or unable to act.
- c. If any of the above officers cannot fulfill the President's role then the Vice President shall name an acting president with a majority vote of the Board.

Section 9: A Board member who is absent from three (3) successive Board meetings without reason acceptable to the Board or is not properly or adequately performing the assigned duties of his office shall be subject to removal from office by a majority vote of the remaining Board.

Section 10: Officers elected at the December General Meeting shall assume office at the January Board Meeting.

ARTICLE V - RULES AND REGULATIONS

Section 1: All meetings shall be conducted according to the procedures set forth in “Robert's Rules of Order.”

Section 2: The Club will be subject to any requirements established by the Golden Rain Foundation and most particularly to those pronounced by the Recreation Division of the Laguna Woods Village management company.

Section 3: Residents of Laguna Woods Village who do not choose to become members of Laguna Woods Village Tennis Club shall have full privileges for the use of the tennis courts when such use is not in conflict with scheduled events.

Section 4: Playing rules as provided by the United States Tennis Association shall govern in addition to those rules of use posted in the tennis clubhouse and in the annual roster book.

Section 5: No person, group, or team may play under the name of the Laguna Woods Village Tennis without the approval of the Board.

Section 6: Due to insurance liability, non- residents may not play in LWTC sponsored club activities or on LWTC teams.

ARTICLE VI – AMENDMENTS TO THE CONSTITUTION AND BYLAWS

The Board shall have the power to repeal or amend the Constitution and Bylaws provided that such action shall not be effective until approved by a majority vote of the members at a General or Special meeting held in accordance with the provisions contained herein. Notice to members must be given by posting proposed changes thirty (30) days prior to such meetings on the tennis clubhouse bulletin board. Emails will be sent to all Club Members.