

**BYLAWS
OF
ROBSON RANCH SOFTBALL CLUB
As Amended November 2012**

ARTICLE I

Name

Section 1. The name of the club is the Robson Ranch Softball Club (RRSC).

Purpose

Section 1. The clubs purpose is to provide Robson Ranch residents the opportunity to participate in senior softball games at the recreational and/or competitive level.

ARTICLE II

Operations

Section 1. The RRSC will conduct its business democratically as an instrumentality of Robson Ranch Casa Grande (RRCG) HOA and in accordance with HOA rules, but will not conduct business or obligate funds in the name of RRCG HOA.

**ARTICLE III
MEMBERSHIP**

Eligibility

Section 1. Membership shall be open to all Residents in good standing, meeting the requirements of the HOA. No eligible person shall be denied membership because of race, color, religion, national origin or marital status.

Member Waiver Form

Section 2. Each member must complete the current member waiver form prescribed by the RRCG HOA.

Voting

Section 3. Any member shall be entitled to vote at any regular or special membership meeting of the RRSC and to participate in all RRSC events upon compliance with all adopted regulations and Bylaws. RRSC business shall be decided by a majority vote of those members present and voting.

Remuneration

Section 4. No individual member may receive compensation for services rendered in support of the activities of this club from non-members or outside sources

without the approval of the RRCG HOA Board of Directors. Compensation includes merchandise, services, benefits or rebates from vendors providing services or merchandise to this club that are not provided to every member. With the approval of the Executive Committee, reimbursement of actual expenses or reasonable compensation to members of this club for services rendered to the members of this club may be permitted. Club members may be required to contribute funds to reimburse these expenses. Additionally, with the approval of the Executive Committee, discounts to members for merchandise or services that are provided equally to all members or all participants in a particular activity sponsored by the club may be permitted.

House Guests

Section 5. Non-Residents are ineligible for membership and may attend RRSC events only as stipulated in RRCG HOA Rules and Regulations (Re: Rules and Regulations, ARTICLE VIII. Section 1, Paragraph F.)

**ARTICLE IV
OFFICER AND EXECUTIVE BOARD**

Officers

Section 1. The officers of this club shall be the President, Vice-President, Secretary, Treasurer and Program Chairman. The duties of the President shall be assumed by the Vice-President on the second year after election. All other positions shall be for a term of one year and will serve until their successors are elected and qualified. Board members may be elected to the same office for not more than two (2) consecutive terms.

Executive Board

Section 2. Club affairs will be managed by an Executive Board composed of its officers.

**ARTICLE V
OFFICER DUTIES**

President

Section 1. The duties of the President shall include but not be limited to:

- a) Be the chief administrator of the RRSC.
- b) Shall preside over all Regular and Board meetings.
- c) Shall be the ex-officio member of all committees.
- d) Shall appoint, with board approval, the Chairs of the Committees.
- e) Shall appoint special committees as needed.
- f) Shall appoint a committee to audit the outgoing Treasurer's books.

- g) Oversee the activities of the other officers.
- h) Call meetings when deemed appropriate.
- i) Seek ways to improve the organization consistent with the membership wishes.
- j) Act as liaison to RRCG HOA.
- k) Maintain a folder of duties and activities to be handed to the incoming President.

Vice President

Section 2. The duties of the Vice President shall include but not limited to:

- a) Assist the President and, in his/her absence, perform the duties of that office.
- b) Assist with programs and meetings when necessary.
- c) Chair the incoming officer nomination committee.

Secretary

Section 3. The duties of the Secretary shall include:

- a) Maintain a current roster of the members along with a copy of the member's waiver form signed by each member.
- b) Maintain minutes of each meeting.
- c) Handle all correspondence in a prompt manner.
- d) Maintain other records as required by the Executive Board.
- e) File all notices that RRCG HOA requires.

Treasurer

Section 4. As the Chief Financial Officer, the Treasurer shall:

- a) Handle all financial accounts of the club.
- b) Collect the annual dues of the members and other moneys as necessary.
- c) Prepare a budget to be presented to the membership for approval at the October business meeting.
- d) Maintain a ledger of itemized expenses and income and report same at business meetings.
- e) Have authority to spend the maximum \$100 for expenses with Board or membership approval. Reimbursement shall be by original receipt and paid by check.
- f) Make annual financial report available to the members.
- g) Prepare an annual financial report as required by the RRCG HOA.
- h) Prepare such other reports as may be required by the Executive Board.

Program Chairman

Section 5. The Program Chairman shall:

- a) Maintain an annual program schedule for the good of the club.
- b) Request inputs, ideas and assistance when deemed necessary.
- c) Oversee and coordinate committee activities.

Removal of an Officer

Section 6. Any member may propose the removal of an officer. If 25 percent of the other members concur in the proposal, a meeting of the members will be notified and held. At the conclusion of the hearing portion of the meeting, the proposal will be put to a vote. Removal of an officer requires the vote of a two-thirds majority of those present at a meeting at which a quorum is present either by absentee ballot or in person. In the event an officer is removed from office, the Secretary will notify the officer in writing.

The President will appoint vacant position until the next election cycle.

**ARTICLE VI
ELECTION OF OFFICERS**

Election of Officers

Section 1. Officers will be elected at the annual February business meeting to be conducted the last week of the month by all those members in good standing representing a quorum whether by absentee ballot or in person.

Commencement of Term

Section 2. Newly elected officers will begin their term on the first day of April each year following elections.

Successive Terms

Section 3. All officers who are members in good standing will be eligible for re-election to the same office for not more than two (2) consecutive terms.

**ARTICLE VII
MEETINGS**

Annual Meetings

Section 1. An annual meeting shall be held on the last week in February, or as determined by the board, when all elections shall be held and all annual reports shall be given and a copy given to the President for the club history book. The Club's business year shall be from April 1 through March 31.

Regular Business Meetings

Section 2. Regular business meetings shall be held the last week of October and January. Other meetings shall be called as deemed necessary by the board.

Quorum

Section 3. A quorum will be present at any meeting if 25 percent of the membership is present either in person or by absentee ballot.

ARTICLE VIII COMMITTEES

Committees

Section 1. Committees may be established by the program chairman and committee chairman shall be appointed by the President, Committee direction shall be set by the Program Chairman and approved by the Executive Board. Each committee shall maintain an up-to-date procedure book which shall describe the duties of the chair and the committee.

ARTICLE IX AMENDMENTS

Amendments

Section 1. These Bylaws may be amended by a two-thirds (2/3) vote of the members present and voting, at a regular or annual meeting of the RRSC provided the amendment or amendments were:

- a) Read at a previous meeting, or
- b) Given one week prior written notice to each member, or
- c) Posted two (2) weeks prior to the meeting.

ARTICLE X DISSOLUTION

Dissolution

Section 1. In the event of the dissolution of the club, the following actions will take place:

- a) All members will be notified of the dissolution and advised they are liable for any outstanding debts.
- b) All outstanding debts will be paid.
- c) After debts are paid, any monies received from members that can be equitably returned to the members may be returned to them if the organization elects. Monies not so returned and other monies held by

- the organization will be donated to a charitable organization or the RRCG HOA.
- d) The club will obtain approval for the dissolution from the RRCG HOA Board of Directors.

(President)

(Phone)

(Vice-President)

(Phone)