

**DAYTON DARTING ASSOCIATION
BY – LAWS**

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DAYTON DARTING ASSOCIATION BY – LAWS

ARTICLE I – NAME

The name of the association shall be DAYTON DARTING ASSOCIATION. Incorporation papers for said association is on file in the state of Ohio.

ARTICLE II – DEFINITIONS

Section 1 – Whenever the initials “DDA” are used in this By-Laws, they shall mean DAYTON DARTING ASSOCIATION.

Section 2 – Whenever the term “Board” is used in this By-Laws, it shall mean that body described in Article IX.

Section 3 – Whenever the term “Executive Committee” is used in this By-Laws, it shall mean President, Vice President, Secretary, Treasurer, and Senior Board Member.

Section 4 – Whenever the word “Member” is used in this By-Laws, it shall mean the individual who has obtained membership in the DDA.

Section 5 – Whenever the word “Sponsor” is used in this By-Laws; it shall the individual/establishment who has obtained sponsorship in the DDA.

Section 6 – Whenever the term “Senior Board Member” is used in this By-Laws, it shall mean the Trustee who has served on the Board for the longest continuous period of time.

Section 7 – The DDA fiscal year is July 1 through June 30.

ARTICLE III – OBJECTIVES

Section 1 – The objectives of the DDA are as follows:

- a) develop and promote the sport of Darts in the Dayton area;
- b) establish and coordinate dart leagues;
- c) coordinate tournaments and championships;
- d) represent the Dayton area in regional, national and international groups to further the sport of Darts;
- e) establish friendly relationships with similar organizations;
- f) establish DDA rules of play and regulations utilized in DDA sponsored/sanctioned competitions;
- g) develop and distribute a DDA newsletter.

Section 2 – The DDA shall be non-profit, non-political and non-discriminatory.

ARTICLE IV – MEMBERSHIP

Section 1 – Membership is open to any individual supporting an interest in Darts as a sport.

Section 2 – Membership shall be contingent upon receipt of an application by the Secretary within current guidelines set forth by the Board, and with cause, approval of the Executive Committee.

Section 3 – Membership may be terminated or restricted with cause. Refer to Article VIII.

ARTICLE V – MEMBERSHIP DUES

Section 1 – Membership dues shall be applicable for a period from July 1 through June 30.

Section 2 – Membership dues shall be established by the Board.

ARTICLE VI – SPONSORSHIP

Section 1 – Sponsorship is open to any individual/establishment supporting an interest in Darts as a sport.

Section 2 – Sponsorship shall be contingent upon receipt of an application by the Secretary within current guidelines set forth by the Board, and with cause, approval of the Executive Committee.

Section 3 – Sponsorship may be terminated or restricted with cause. Refer to Article VIII.

ARTICLE VII – SPONSORSHIP FEES

Section 1 – Sponsorships fees shall be established by the Board for specific DDA sanctioned events.

- a) sponsorship fees shall be due with applications.

ARTICLE VIII – DISCIPLINARY ACTION

Section 1 – Perspective

Categorically, and without restriction, the DDA reserves the right to reprimand, fine, suspend or terminate any Member, Officer or Sponsor who willfully creates disharmony, behaves in a manner prejudicial to order and discipline, or tarnishes the image of the sport of Darts.

No Member, Sponsor, Official, Player, Spectator nor Bystander needs to tolerate harassment, belligerency, defamation or poor sportsmanship from any DDA Member/Sponsor.

Section 2 – Procedure

- a) A Member of the Executive Committee will prepare a list of charges based on verbal/written documentation or observation.
- b) A Member of the Executive Committee will prepare, within five (5) days of a), a letter to the accused informing him/her of the DDA's intent to take disciplinary action and requesting him/her to submit his/her side of the issue.
- c) Upon receipt of the accused's statement (or seven {7} days, whichever comes first) the Executive Committee shall recommend disciplinary action, if so warranted. The accused shall be notified of the decision within five (5) days.
- d) The Executive Committee's decision in such a matter may be appealed by the accused to the Board. Such appeals must be in writing and must be received by the President no later than ten (10) days after the Executive Committee's decision.
- e) In the case of an appeal, each Board Member shall be given copies of all documentation pertaining to said matter.
- f) The Board Members shall be instructed to vote (two-thirds {2/3} majority) pro or con to uphold the appeal after consideration within five (5) days of receipt. Their decision shall be final and binding on the DDA. If the appeal does not receive the necessary two-thirds (2/3) majority vote, it shall be considered denied and the Executive Committee's decision stands.
- g) The President shall formally notify the accused of the decision.

Section 3 – Any Member/Sponsor who is terminated or resigns from the DDA shall forfeit all interest in any funds or property of the DDA and all rights to use the DDA's name, emblem or other insignia for personal gain.

ARTICLE IX – BOARD OF DIRECTORS

Section 1 – The Board shall be comprised of the President, Vice President, Secretary, Treasurer, nine (9) Trustees, Sergeant at Arms and Immediate Past President.

- a) Secretary. The Secretary is a voting Board Member. He/she shall be appointed by the President.
- b) Treasurer. The Treasurer is a voting Board Member. He/she shall be appointed by the President.
- c) Sergeant at Arms. The Sergeant at Arms is a non-voting Board Member. He/she shall be appointed by the President and is responsible to the Board.
- d) Immediate Past President. The Immediate Past President is a voting Board Member serving in an advisory capacity.

Section 2 – The Board shall have control and management of the DDA's activities, determine DDA policies, discipline Members/Sponsors and generally supervise the affairs of the DDA.

Section 3 – Any Board Member appointed by the President shall be subject to Board approval prior to assuming office.

Section 4 – Each elected Board Member shall serve for a period of two (2) years and shall assume office June 1 immediately following their election.

Section 5 – When any Board vacancy occurs, the President shall appoint a Member to fill the vacant seat in accordance with Section 3 of this Article. The appointee shall serve out the remaining term of that vacant office.

Section 6 – A Board Member automatically resigns when, without sufficient cause, he/she fails to appear at four (4) regularly scheduled Board meetings during his/her term of office.

- a) Sufficient cause is defined as “Acts of God,” personal hardship or improper notification of Board meetings.

Section 7 – Any Board Member may be removed from office for improper execution of duties.

- a) The President may be removed from office by a unanimous vote of the Board. Notice shall be served to the President and a motion for removal shall be made at a regularly scheduled Board meeting. If said motion carries, a vote for removal shall be taken at the next regularly scheduled Board meeting and the President shall be denied privileges set forth in Article XV, Section 2.
- b) Any Board Member may be removed from office by a two-thirds (2/3) majority vote of the Board. Exception: a).
- c) Voting to remove a Board Member from office shall be done by secret ballot with said Board Member having no vote.

Section 8 – Board Members vacating their office before their term expires shall not be permitted to run for any office in the subsequent election.

ARTICLE X – DUTIES OF THE OFFICERS

Section 1 – President:

- a) shall serve as Executive Officer of the DDA;
- b) shall preside at all Board meetings and decide all questions of order;
- c) shall appoint the Secretary;
- d) shall appoint the Treasurer;
- e) shall appoint the Sergeant at Arms;
- f) shall appoint a Member to fill any Board vacancy;
- g) shall appoint an American Darts Organization (ADO) representative, if applicable;
- h) shall appoint a Newsletter Editor and approve Newsletter operations;
- i) shall appoint Committees and be a member/tie breaking vote of all Committees;

- j) shall be a co-signer of checks written on the DDA's checking account;
- k) shall submit a proposed fiscal budget for the Board's approval before August 1;
- l) shall maintain vital DDA documentation (Statement of Continued Existence, Certificate of Good Standings, etc.);
- m) shall represent the DDA in all relations with other darting organizations;
- n) shall be the final decision in all motions not requiring Board approval;
- o) shall promptly turn over all pertinent documentation/property of the DDA to his/her successor.

Section 2 – Vice President:

- a) shall assist the President in maintaining the operation of the DDA;
- b) shall assume the duties of the President in either the absence or resignation of the President;
- c) shall be auditor of finances;
- d) shall be responsible for points control of league matches;
- e) shall promptly turn over all pertinent documentation/property of the DDA to his/her successor.

Section 3 – Should both President and Vice President take leave of office, the Senior Board Member shall assume the duties of the President with the provision that he/she call for a general election within thirty (30) days of their leaving office.

Section 4 – Secretary:

- a) shall record the minutes of all Board meetings and Executive Committee meetings;
- b) shall conduct correspondence of the DDA;
- c) shall notify Members of changes of time, date or location of Board meetings;
- d) shall notify proper individuals upon cancellation or postponement of DDA scheduled events;
- e) shall maintain a current inventory of the DDA property and its location;
- f) shall assume any other duties assigned by the President;
- g) shall promptly turn over all pertinent documentation/property of the DDA to his/her successor.

Section 5 – Treasurer:

- a) shall receive and promptly deposit all DDA funds;
- b) shall be responsible for the collection of dues, fees and fines;
- c) shall maintain accurate records of DDA financial transactions;
- d) shall maintain the DDA checking account;
- e) shall be co-signer of checks written on the DDA's checking account;
- f) shall prepare, for submission to the Board, a monthly financial report;
- g) shall prepare, for submission at the Annual Meeting, a summarized financial report of the past fiscal year;

- h) shall immediately notify the appropriate individual/establishment of all returned checks;
- i) shall promptly turn over all pertinent documentation/property of the DDA to his/her successor.

Section 6 – Trustee:

- a) shall assist the President in maintaining the operation of the DDA;
- b) shall serve on Committees appointed by the President;
- c) shall promptly turn over all pertinent documentation/property of the DDA to his/her successor.

Section 7 – All matters requiring Board approval shall be voted on by the Board, refer Article IX.

ARTICLE XI – MEETINGS

Section 1 – Board Meetings shall be held at least once a month and shall be open to Members/Sponsors.

- a) Seven (7) Board Members with voting privileges shall constitute a quorum for the transaction of DDA business and a simple majority vote of those present (unless otherwise stated) shall be necessary to give effect to any action of the Board.
- b) Additional Board Meetings may be called by the President.
- c) Additional Board Meetings may be called by a majority of Board Members with voting privileges.
- d) Additional Board Meetings may be called by the General Membership provided a written petition stating the nature of business and signed by ten percent (10%) of the active Members is submitted to the President.
- e) Board Members shall be notified of any/all Board Meetings.

Section 2 – Executive Committee Meetings shall be held at the call of the President.

- a) All Members of the Executive Committee must be present.

Section 3 – General Membership Meetings shall be called by the President.

- a) An annual meeting shall be called by the President prior to June 1 and the General Membership notified at least two (2) weeks prior to the date of the meeting. The purpose of the meeting shall be the election of Officers and any other business necessary to the DDA.

Section 4 – Unless otherwise stated, all actions requiring a vote shall be by simple majority.

Section 5 – All notifications of meetings shall contain date, time and location of the meeting.

Section 6 – Non-Members/Sponsors may attend Board Meetings at the invitation of the President; however, the President (or presiding Officer) reserves the right to expel any observer at his/her discretion.

Section 7 – All procedures not provided for in these By-Laws shall be governed by “Roberts’ Rules of Order, Revised.”

- a) A Copy of “Roberts’ Rules of Order, Revised” shall be present at the Board Meetings.

ARTICLE XII – COMMITTEES

Section 1 – The President shall determine the number and purpose of all Committees necessary to the achievement of the objectives of the DDA.

Section 2 – Committee Members need not be Board Members.

ARTICLE XIII – ELECTIONS

Section 1 – Elections to the DDA Board shall take place each year as follows:

- a) the President shall be elected in odd numbered years;
- b) the Vice President shall be elected in even numbered years;
- c) five (5) Trustees shall be elected in odd numbered years;
- d) four (4) Trustees shall be elected in even numbered years.

Section 2 – A Nomination/Election Committee shall be appointed by the President no later than January 1. The Nomination/Election Committee shall select, from the Membership, at least one nominee for each expiring office.

- a) Nominations to any office are not valid until the nominee’s consent to serve has been obtained.
- b) For a nominee’s name to appear on the ballot, the nominee shall submit in writing their intent to seek a specific office at least ten (10) days prior to the election.

Section 3 – Nothing in this Article shall be construed as precluding nominations from the general membership.

Section 4 – Only Members in good standing shall be eligible to vote. Voting shall be by individual and no Member may cast more than one (1) vote. Proxies will not be recognized.

Section 5 – All nominee’s for office shall be determined by ballot, either printed and/or electronic.

ARTICLE XIV – GENERAL

Section 1 – Any Member of the DDA shall be deemed to have accepted these By-Laws and shall be bound by them as if he/she was a Member at the time of their adoption.

Section 2 – Rules and regulations to supplement this By-Laws shall be devised for the purpose of clarity and uniformity.

Section 3 – The DDA shall maintain a \$300.00 minimum balance with outstanding debts included.

ARTICLE XV – CONTRACTS, AGREEMENTS & EXPENSES

Section 1 – The Board shall have authority to enter into contracts and agreements in the name of the DDA. Such contracts/agreements must bear the signature of the President in order to make such contracts or agreements binding on the DDA.

Section 2 – The President may authorize expenditures up to \$400.00 total within a thirty (30) day period without Board approval AND in accordance with Article XIV, Section 3.

Section 3 – Any Member, under direction of the Board, is to be reimbursed for all legitimate expenses incurred in the name of the DDA.

- a) If such expenses exceed \$25.00, prior approval of the Board/President must be obtained for reimbursement.
- b) All expenses shall be subject to Board approval.

ARTICLE XVI – AMENDMENTS

Section 1 – Any amendment to these By-Laws may be adopted by a two-thirds (2/3) majority vote of the Members present at any Meeting, provided written notice of the proposed amendment and the date of such Meeting have been given to the Members at least two (2) weeks prior thereto.

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