

Tucson Disc Golf Association/Tucson Disc Golf Club
CONSTITUTION

Article 1: Name and Mission

1. The name of this organization is the Tucson Disc Golf Association (TDGA), a non-profit association also doing business as the Tucson Disc Golf Club and Tucson Chain Lightning Disc Golf Club.
2. The TDGA secretary will maintain the official address of the TDGA.
3. The TDGA is a charitable and educational organization to promote disc golf in the Tucson, Arizona, by hosting tournaments and educational events through which amateur athletes prepare for and qualify to compete in national and international competition; to contribute to community charitable organizations; and to promote the health and social welfare of the community.
4. Through the Tucson Disc Golf Club, the TDGA shall:
 - a. Promote disc golf in the Greater Tucson area
 - b. Encourage more casual players to get involved in organized disc golf.
 - c. Maintain local courses and promote the installation of new courses that cater to players of all skill levels.
 - d. Act as the liaison between the disc golf community and Parks and Recreation Department, and other pertinent entities
 - e. Promote organized disc golf events.
 - f. Promote community awareness of Disc Golf
 - g. Provide clinics, classes or other educational events, including but not limited to curricula of the Educational Disc Golf Experience (EDGE)

Article 2: Membership

1. Active Membership in TDGA is contingent upon payment of annual membership dues. Former members in good standing who have not paid their current dues may renew at any time by paying dues for the current calendar year. Anyone who pays their dues after November 1st of the current year will pay a prorated membership fee.
2. The privileges of Active Membership are to:
 - a. Vote in all TDGA open elections
 - b. Receive newsletters and other club correspondence
 - c. Be a member of a committee, or hold office.
 - d. Qualify for club member discounts on merchandise
 - e. Receive larger ace fund payout in TDGA run leagues
3. Annual membership dues shall be \$20 including a bag tag. On and after Nov. 1, dues shall be \$10 for a bag tag and membership through the end of the calendar year.
4. Membership shall begin at the Club Championship and terminate on December 31.
5. Membership can be revoked or suspended by the Board per Article 8.

Article 3: Board of Directors

1. The TDGA Board of Directors will consist of five executive officers. These shall be the President, Vice President, Secretary/Info Officer, Treasurer, and Amateur Representative. The Board of Directors shall be the governing body of the TDGA, and will be known as the Board. The members shall nominate and elect the Board
2. A quorum of the Board shall consist of a majority (50% or greater) of the Board. The President shall attempt to have meetings at which all Board officers are Physically present. The President shall elicit all views of an issue before the Board decides on a particular issue.
3. Decisions made by the Board shall be considered binding decisions of the TDGA. All Board decisions must be by open ballot and must receive a majority vote for approval except when otherwise specified by the constitution. Ties will be broken by the vote of the President.
4. The Roles and Responsibilities of the Executive Officers are:
 - a. President shall:
 - i. Act as the Chairperson of the Board.
 - ii. Set the agenda, and Chair all Board and Club Meetings.
 - iii. Have the ability to create Committees.
 - iv. Approve the Budget as submitted by the Treasurer.
 - v. During Board votes, President has the tie-breaking vote.
 - vi. Be the Second Signature on all club checks.
 - b. Vice President shall:
 - i. Assume the responsibilities of the President, in the absence of the President.
 - ii. Coordinate and run all elections.
 - iii. Act as liaison between the general membership and the Board
 - iv. Assist with all functions of the club.
 - c. Secretary/Information Officer shall:
 - i. Record the minutes at all Board and Club meetings, and present those minutes for approval at the next meeting.
 - ii. Maintain the official address of the club.
 - iii. Maintain the membership list of current and former members.
 - iv. Oversee the website committee.
 - v. Oversee the Newsletter committee.
 - vi. Furnish press releases to media outlets promoting upcoming club events
 - d. Treasurer shall:
 - i. Maintain all financial records of the TDGA club.
 - ii. Oversee the Merchandising Committee
 - iii. Prepare the Annual Budget and Quarterly Financial Statements.
 - iv. Maintain the Checking account in accordance with the Constitution.
 - v. Collect membership fees.
 - vi. Pay all bills of the club.
 - vii. Obtain board approval on any expenditure over \$150.00

- e. The Amateur Representative shall:
 - i. find suitable replacement when the regular Event Director is unavailable
 - ii. Serve as the voice of the amateur membership. (see Article 5)
 - 5. Board officers shall be elected in accordance with the Constitution. (see Article 5)
 - 6. If the officer of President becomes vacant, the Vice President shall serve as President for the remainder of the term.
 - 7. For any vacancy, other than President, the Board shall appoint a replacement as soon as it becomes possible
 - 8. Removal of Executive officers. An executive officer may be removed by unanimous vote of other Board members.

Article 4: Committees

1. Committees shall be appointed by the Board or by the President as warranted. The Board shall approve the Committee chairperson and the Charter. In the case of permanent or indefinite committees, the charter of the committee shall be proposed for amending to the Constitution in the next election cycle (see Article 7). In the case of temporary committees, the charter of the committee shall be published in a separate document.
2. For Permanent or indefinite committees, chair positions shall be reviewed annually at the first Board meeting of the calendar year, or as soon as practical thereafter. The board shall vote whether to retain or replace the committee chairperson. Additional reviews may be conducted at any time if the board feels the chairperson is not performing to their responsibilities.
3. Unless otherwise specified the Committee chairpersons will report to the President.
4. Committee chairpersons may appoint committee members according to the constitution; however the chairperson is ultimately responsible for the actions and inactions of the committee
5. Committee chairpersons shall not incur any debts, without prior approval from the TDGA Treasurer or the Board.
6. Committees shall conduct all of their affairs in the open with 48 hrs prior notice
7. The Web Committee shall be responsible for maintaining the TDGA website. This is a permanent committee. The chairperson of the Web Committee shall be known as the Webmaster and shall report to the Secretary/Information officer.
 - a. Webmaster is:
 - i. Responsible for maintaining the TDGA website.
8. The Course Committee(s) shall be responsible for improving and maintaining the Disc Golf Course. This is a permanent committee. There shall be one course Committee for each Disc Golf course managed by the TDGA. The chairperson for each course shall be known as the Course Pro.
 - . Course Pro shall:
 - i. Ensure that broken or vandalized equipment is repaired or replaced as soon as practical.

- ii. Serve as primary contact to the parks department (or other entity) on all issues that arise.
- iii. Perform community outreach.
- iv. Insure Major course design changes must be submitted to the Board for approval prior to initiating any work.
- v. Serve as the official course contact with the Professional Disc Association and assume all duties thereof.

9. Tournament Committees shall be responsible for running a tournament.

Tournament Committees are temporary and shall be disbanded when the post-tournament responsibilities have been completed. The chairperson of the Tournament Committee will serve as the Tournament Director.

. Responsibilities of the tournament Director are:

- . Run the tournament
 - i. Collect entry fees, and pay all necessary fees.
 - ii. Report the tournament to the Information Officer, Webmaster, and outside sanctioning bodies (PDGA, AZDGC, etc.)
 - iii. Work with the course pro to obtain any permission needed for the tournament.

10. The Merchandising Committee shall be responsible for maintaining the TDGA merchandise inventory and sales thereof. The chair of the Merchandising Committee shall be known as the Quartermaster, and shall report to the Treasurer.

The Newsletter Committee shall be responsible for distributing information to the club. The chair of the Newsletter Committee shall be known as the Reporter, and shall report to the Secretary/Information Officer.

Transition period: The incoming officers are invited to sit in on the Board meetings, but without voting privileges.

Article 5: Election Process

1. The nomination process will be held for two weeks, starting on October 15 and running through November 1. The Vice President shall accept nominations from Active Members. Any person nominated for more than one elected position shall choose their preferred position before November 2nd at 12noon. A nominee must accept or decline their nomination before November 2nd at 12noon, by notifying the Vice-President.
2. The Amateur Representative shall be voted on by the Amateur Members alone.
3. Ballots must be received by November 15th to be counted.
4. To win an office, the candidate must receive a majority vote. If there is no clear majority, a runoff election will be held for the top two candidates. All ballots for the runoff election must be received by November 21st.
5. All TDGA Officers shall take office on January 1st following the election. The December meeting shall be transition period. The incoming officers are invited to sit in on the Board meetings, but without voting privileges.
6. After the inaugural elections, the terms of office shall be one year for the Amateur Representative, and two years for all other elected officers. President and Secretary shall be elected in even-numbered years, and Vice President and treasurer elected in odd-numbered years.

7. For the inaugural election, The Amateur Representative shall remain in office until December 31st, 2013. The Vice President and Treasurer shall remain in office until December 31st, 2013. The President and Secretary Shall remain in office until December 31st, 2014.
8. No Member may hold more than one elected office. There shall be no limit to the number of committee positions, or committee chairs that a member may hold
9. Special Elections may be held at any time at the discretion of the Board

Article 6: Financial

1. The fiscal year shall begin on January 1 and terminate on December 31.
2. The TDGA shall not make any loan to an Officer, Tournament Director, or Member.
3. The TDGA is a volunteer organization. No fees for supplies or services rendered may be paid unless prior approval of the Board is obtained.
4. A checking account shall be maintained to pay all TDGA expenses. Any drafts on the account shall require the signature of both the Treasurer and the President.
5. The Treasurer is authorized to make individual disbursements of up to \$150 each for expenses related to programs already approved by the Board. The Treasurer and must immediately notify the Board of such disbursements.
6. The property of the TDGA is irrevocably dedicated to promote and advance the sport of disc golf in the greater Tucson area for the public good. No part of the net earnings or assets of the TDGA shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the TDGA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its mission.
7. In the event that the TDGA is dissolved for any reason, its assets (physical and monetary) shall be dispensed as follows:
 - a. All debts and claims shall be paid from cash on hand. Assets shall be sold if cash on hand is insufficient to pay all debts and claims.
 - b. Any remaining asset, for which there are no claims or debts, shall be given to a charitable organization of the Board's choosing.
8. In the event the TDGA becomes a tax-exempt corporation, upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes, consistent with section 7 above, within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Article 7: Procedure or amending the constitution and petitioning the board

1. Proposed amendments to the Constitution may be submitted by any Member.
2. The Board shall consider all proposals submitted to it, and inform the Membership that it:
 - a. Favors the proposal as presented.
 - b. Favors the proposal with suggested changes.
 - c. Is not in favor of the proposal and reviews the reason why.

3. A proposal to amendment to Constitution, approved by the Board, shall be submitted to the Vice President, who shall place the proposed amendment on the Official ballot in November

The Board shall declare adopted any proposed amendment to the Constitution that receives a two-thirds (2/3) vote of the voting Members. This includes initial ratification of the Constitution. Amendments to the Constitution become effective immediately upon adoption.

4. Should any Member fail to receive satisfaction from any Committee, or Officer, they may petition the Board by obtaining the signatures of twenty-five (25) Members.

Should the Board fail to approve the amendment, the Petitioners may force the amendment on the ballot by obtaining the signatures of any addition fifteen (15) Members.

Article 8: Discipline of Members

1. Disciplinary charges against any member may be filed in a written petition signed by at least five Members and submitted to the Board
2. Should the Board decide to take action, a hearing date shall be established and the accused and accusers will be notified. The charges will be discussed with all the parties having equal opportunity to present their case.
3. The Board may suspend the Membership of any Member for a specified time, up to and including a permanent ban, by a 75% vote. In this case no membership fees will be refunded.
4. The Board may remove from the Board any Officer by a unanimous vote of all Board officers but the Board member in question.

Article 9: Meetings

1. All meetings shall be conducted in accordance with Robert's Rules of Order, except when otherwise specified by the TDGA constitution, with the President (or other officer delegated by the President to chair a meeting) acting as the Chairperson.
2. Regular meeting of the Board shall be held monthly, or as decided by the Board. A quorum must be present to consider motions, and a majority of the quorum is required to pass the motion. In the event of a tie, the President has the tie-breaking vote. All motions and minutes of the regular meetings shall be fully recorded and disclosed to the Membership.
3. Board meetings shall be open to Active Members of the TDGA. The Board reserves the right to hold closed meetings or limited access during special executive sessions at any time.
4. The TDGA shall have a full Membership meeting at least once a year. This meeting shall be held prior to the close of the Nominations period. At this meeting any Member may be recognized and heard, in accordance with the agenda, and TDGA business shall be conducted provided there is a quorum of the Board.
5. Meeting minutes shall be recorded by the Secretary. The minutes shall be prepared for review at the next board meeting. Once accepted, they will be presented to the membership.

Article 10: Political activity

1. No substantial part of the activities of the TDGA shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.
2. Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

Article 11: Non-profit status

1. In the event the TDGA achieves tax-exempt status under one or more subsections of Section 501(c) of the Internal Revenue Code, this constitution hereby incorporates by reference all applicable sections of its Form 123 application for tax-exempt status not already included herein. Any conforming changes shall be deemed made and in effect, pending formal amendment of this constitution under Article 7.