## **Article 1: Name**

The name of the organization is **Oromocto and Area Pickleball Club (OAPC)**.

## **Article 2: Purpose**

The purpose of OAPC is to provide members:
a. Opportunities to play pickleball recreationally and competitively.
b. Information, training, and programs to enhance their knowledge of the sport and improve skills.
c. A safe environment for fun, exercise, and social interaction.

## **Article 3: Club Address**

The Club address shall be the residence of the current Secretary.

## **Article 4: Rules of Play**

OAPC will follow the current rules of the **International Federation of Pickleball (IFP)**.

## **Article 5: Membership**

**Eligibility:** Membership is open to individuals aged 18 or older who pay membership dues as follows:

* **Option I:** Annual fee covering membership in Pickleball Canada Organization (PCO), Pickleball NB (PNB), and OAPC.
* **Option II:** Annual fee for OAPC only if the individual is already a member of PCO and PNB.

## **Article 6: Dues, Voting Rights, Suspension, and Expulsion**

### **1. Membership Dues**

* Annual dues are recommended by the Board and approved at the **Annual General Meeting (AGM)**.
* Dues are payable by **January 1** each year.

### **2. Voting Rights**

Voting members are those who have paid their dues.

### **3. Application for Membership**

Applications must be submitted and paid through the **PCO website**.

### **4. Suspension and Expulsion**

* The Board may suspend or expel members for detrimental conduct.
* Suspended members must be notified in writing and allowed a hearing.
* Non-payment of dues results in automatic suspension until dues are paid.

## **Article 7: Meetings**

### **1. Board of Directors Meetings**

Held monthly, with the first meeting occurring within 30 days of the AGM.

### **2. Annual General Meeting (AGM)**

Held every September; resolutions take effect at the close of the AGM.

### **3. Special General Meetings (SGM)**

Called for urgent issues, with discussions limited to the agenda.

### **4. Notice of Meetings**

Members must be notified electronically at least **14 days** and no more than **30 days** in advance.

### **5. Quorum and Voting**

* Quorum requires **three Board members** and **15% of total membership**.
* Resolutions pass with a **simple majority**.

### **6. Meeting Procedures**

Meetings follow **Robert’s Rules of Order**.

## **Article 8: Board of Directors and Officers**

### **1. Eligibility**

Board members must be active **OAPC members**.

### **2. Structure**

The Board comprises **four Executive Officers** and **two to four additional members**.

### **3. Responsibilities**

The Board manages **OAPC** and upholds its **constitution and bylaws**.

### **4. Terms**

* Board members serve **two-year terms**, with a maximum of **three consecutive terms**.
* Additional terms require a **one-year break** from the Board.

### **5. Transitional Provisions**

* Current officers are deemed elected for **two years from September 2024**.
* Elections for the **Secretary** and **additional members (1-3)** will occur following bylaw adoption.

### **6. Officers and Duties**

* **President:** Presides over meetings, votes in ties, represents the Club, appoints committee chairs, and performs related duties.
* **Vice President:** Acts in the President’s absence, presents reports, and assists other executives.
* **Treasurer:** Manages finances, prepares budgets, and provides financial reports.
* **Secretary:** Keeps minutes, issues notices, maintains records, and manages correspondence.
* **Board Members:** Attend meetings, advise the Executive, enforce the constitution, and replace vacancies.

### **7. Quorum**

Four members constitute a quorum at **Board meetings**.

### **8. Removal of Officers**

Requires a **Special General Meeting** of members.

### **9. Remuneration**

Board members serve **without pay** but are reimbursed for reasonable expenses.

## **Article 9: Committees**

### **1. Standing Committees**

Include **Communications, Fundraising, Training, Scheduling, Special Events, Social, Governance, and Nominating Committees**. Chairs are appointed by the President with Board approval.

### **2. Minutes**

Committees must **keep and submit minutes** to the Secretary.

### **3. Action Without a Meeting**

Actions may proceed with **email consent** from the majority.

### **4. Ad-hoc Committees**

Appointed as needed by the Board.

### **5. Committee Chairs**

Have a **non-voting Board role** unless already Board members.

## **Article 10: Amendments to Bylaws**

A **two-thirds majority vote** at the AGM is required to add, delete, or amend bylaws.

## **Article 11: Financial Administration**

### **1. Fiscal Year**

January 1 to December 31.

### **2. Signing Authority**

Requires **two signatories**, usually the Treasurer and one other.

### **3. Spending Limits**

* **Purchases under $100** require no approval.
* **Purchases over $100** need Board approval.

### **4. Bank Account**

A separate account is maintained for **OAPC finances**.

### **5. Budget Approval**

Requires a **two-thirds majority vote** at the AGM.

### **6. Cessation of Operations**

Remaining funds are donated to a **charitable or non-profit organization**.

## **Article 12: Committee Member Conduct**

Committee members must act **honestly, diligently,** and in the **Club’s best interest**.

## **Article 13: Execution of Documents**

Contracts or documents require the signatures of the **President** and **Secretary** upon Board approval.

## **Article 14: Auditors**

Members may appoint an **auditor** to review **OAPC’s finances**, with remuneration set by the Board.