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High Country Dart Association (HCDA)

Constitution, By-laws, & Rules of Play

(Revised by the HCDA Board of Directors – June, 2007)

Article 1) Name and Objective of Society

- I. The name of the organization shall be High Country Dart Association.
- II. The HCDA shall be a non-profit, non-political and non-sectarian society.
- III. The HCDA is established as a competitive dart league in the Watauga Co. area of North Carolina for:
 1. The purpose of promoting darts as a sport,
 2. The enjoyment of its members,
 3. The development of additional locations and teams in the Watauga Co. area,
 4. The establishment and maintenance of friendly, competitive relationships with similar organizations, and
 5. The generation of assistance and cooperation of business firms who may have an interest in sponsoring dart tournaments; the provision of assistance to individuals or firms by arranging tournaments within the Watauga Co. area by providing technical and promotional help. Such participation must not create unauthorized expense to the HCDA.

Article 2) Qualification of Members

- I. Membership is subject to approval by the HCDA executive council.
- II. A team is required to pay entry fees, the amount to be determined at the organizational meeting of each season, thereby maintaining membership on good standing.
- III. Every member of a team in good standing is entitled to attend the organizational meeting.
- IV. The HCDA does not discriminate on the basis of race, religion, sex, or age. Participation in league play by those under the age of 18 is subject to the permission of an establishment owner.

Article 3) Government

The intent of this article, as simply as possible, is to administer and expand effectively the HCDA. Roberts Rules of Order shall be followed at all meetings of the society. The Governing body and their duties will be as follows:

- I. The governing body of the HCDA shall be the High Country Dart Association Committee. The HCDA Committee shall consist of elected officers, representatives for sponsoring establishments and team captains. The Board of Directors shall consist of elected officers and representatives of sponsoring establishments. The Executive Council shall consist of only the elected officers. Only the Board of Directors shall hold voting privileges. A majority vote of the membership shall be necessary to change match play rules. Representative establishment owners shall not hold any elected office.
- II. The officers of the HCDA shall be President, Vice-President, Secretary/Statistician, Treasurer and Public Relations. These five officers constitute the Executive Council.
- III. It is the sincere obligation of any retiring officer to educate the incoming replacement as to his or her duties in that office. The following are the duties of the Executive Council.
- IV. All Board of Directors, Executive Council, and membership votes are to be based on present members eligible to vote. Votes may be submitted by proxy.

V. Officers:

1. President (Pres.): - It is the duty of the president to call all meetings to order at the appointed time, to preside at all meetings, to announce the business before the assembly in its proper order, to state and put all questions properly brought before the assembly, and to preserve order (subject to any appeal). The President shall hold no other office within the organization, except that of team captain. The President's signature may be required along with that of the Treasurer for any expenditure of league funds. The President (or his/her appointee) shall be in charge of trophy selection and any purchase necessary for those selections.
2. Vice-President (VP): The VP shall be present at all meetings and act as President in the case of that officer's absence, disability, or delegation. The VP shall become President in case of removal (by recall or other means), death, resignation or present inability to carry out the duties outlined above. The VP (or any appointee) shall organize the end of season banquet. The VP shall attend and preside over all Grievance Committee Meetings and shall cast the tie breaking vote, if necessary. The President shall define any additional duties of the VP.
3. Secretary/Statistician (Sec): The primary duty of the Sec. is to keep record of all proceedings of the society, the character of which depends on the kind of meetings. The Sec. shall always record resolution or motion that is adopted and provide the current copies of the Constitution, By-laws and Rules of Match Play to all captains at the organizational meeting. It is the further responsibility of the Sec. To provide up to date sections of the Constitution, By-laws, and Rules of Match Play to all team captains within two weeks of rule changes. The Sec. has custody of all papers of the organization, especially those not under direct charge of any other officer. The Sec. shall ensure the publication of all officers and team captains, their phone numbers, the minutes and team statistics on the society's newsletter.
4. Treasurer (Tres.): The primary duty of the Tres. shall be the finances of the organization. The Tres. shall collect and with the Pres., and VP disburse monies in accordance to designation, instruction and/or needs of the society. Financial guidelines for the Trea. shall be established by the Board of Directors and shall always include the publication of the Treasurer's report at least once per season in the organizational newsletter. This report shall consist of a statement of the amount of monies on hand at the beginning and ending of each season (stating from what source received and where distributed), total paid out by the society and the balance on hand. It should always be remembered that the financial report is made for the information of the members and should reflect data as such.
5. Public Relations (PR): It is the primary duty of the PR officer to make known to the society and general public any pertinent information regarding the league, its members, current standings and other items of interest (not handled by the Sec.) that can and will promote the league. This shall include the publication of this information in any newspapers and publications that can better the society. The Executive Council or Board or Directors shall determine any further duties of the PR.

VI. If any member of the HCDA Executive Council, for any reason, fails to fulfill their duties as an officer, impeachment shall be possible by a three-person vote of the remainder of the Executive Council or majority of the Board of Directors.

VII. Elections:

1. Officers as listed above are to be elected by the general membership. This election shall be held at the end of each Spring season and the officers thus elected shall begin serving their terms at the beginning of the Summer Season.
2. The Pres. may appoint any league member in good standing to fill a vacancy that occurs between elections. Such appointees will serve the remainder of the term.
3. The President will appoint a nomination committee consisting of two current officers and at least three members in good standing from the general membership, with all divisions equally represented.

VIII. Nominating Committee:

1. The Nominating Committee will publicize the date of the election at least three weeks prior to elections indicating that all teams are to consider nominations for officers. This announcement should stress the point that all persons nominated should have been contacted prior to placing the name for nomination and should include contact information and any other pertinent information for nominees.
2. Following these nominations the committee will coordinate all names placed in contention, will double-check as to the availability, willingness to serve, and will explain fully to those nominated the duties and responsibilities of the office for which they have been nominated.
3. A list of these names will be made available at least one week prior to voting day.
4. Legitimate write-in nominations shall be allowed as long as the criteria set forth in Paragraphs one and two are met.
5. A list of elected officers shall be made available no later than one week following elections.

Article 4) Meetings of the Society

I. The Board of Directors shall meet at least once per season upon the call of the President. A meeting may also be called at any time upon the wishes of two Board Members.

II. General meetings will be announced at least two weeks in advance. An agenda of the topics to be discussed shall be included in this posting. Any previously unannounced new business shall also be entertained at these meetings.

III. A general meeting of the membership may be called at the request of one third (1/3) of the membership.

IV. Prior to the beginning of each season, an organizational meeting shall be called by the current President. All persons present who are

(a) members in good standing on a current roster;

(b) members in good standing from the preceding season; or

(c) persons who wish to join a team for the upcoming season, may also attend. The purpose of this meeting is to discuss, vote and recommend ratification by the Board of Directors on the following matters:

1. League play format for the upcoming season
2. Rules for Match Play 3. Setting of team dues

Article 5) Seasons

I. There will be three seasons per year: Spring, Summer, and Fall.

II. Starting dates for the seasons are to be set by the Executive Council in an open meeting. The Executive Council shall decide the schedule of competition in a closed meeting.

Article 6) Grievance Committee

I. In the event of a dispute the guidelines set forth in the General Rules for Play shall be followed and all involved persons shall try to settle the dispute as cordially as possible.

II. The captain of the involved team shall, in his or her own words, write the dispute to be submitted with the score sheet.

III. The Grievance Committee shall consist of the Executive Council. The VP shall preside over the Grievance Committee. Grievances shall be settled at the next regularly scheduled Executive Council meeting, or a special meeting called by the Executive Council. In the event that the written grievance is filed by or against a member of the Executive Council, a committee shall be formed from the remaining members of the Executive Council plus one team captain chosen by both the party filing the grievance and the party the grievance has been filed against. Each of these must be approved by the Executive Council. In the case of the Vice President being implicated in the grievance, the highest ranking officer not implicated in the dispute will preside over the meeting as well as cast a tie-breaking vote if necessary.

Article 7) Amendments to the Constitution and By-laws.

The Board of Directors shall make amendments to the Constitution and/or By-laws. A two-thirds majority vote of members present at the called meeting for this purpose shall constitute a binding vote. Proposed changes to be discussed and ratified will be publicized at least two weeks in advance to the meeting.

BY-LAWS

Article 1) Funds

All monies collected shall be deposited in a local bank in a checking account for the purpose of reimbursement including postage, printing, administrative supplies, league banquets, newsletters, telephone calls, equipment purchases, awards and other expenditures deemed legitimate by the Executive Council. Signatures of the Treasurer and/or the President shall be required on any and all checks drawn on the league account.

Article 2) Awards and League Banquet

I. Awards shall be presented based on the qualification set forth in the HCDA rules. It is the responsibility of the captains to make these qualifications known to their players.

II. Categories and the number of awards shall be dictated by the availability of league funds. Guidelines for trophy presentation shall be followed as set forth in the General Rules for Play.

III. In addition to the above listed trophy presentations, a traveling trophy shall be presented to the tournament champions for each division. Traveling trophies remain the property of the HCDA and shall be surrendered by the final match of the season. Replacement cost of missing or damaged trophies shall be the responsibility of the team in possession of said trophy.

IV. The league Awards Banquet must be held at a HCDA sanctioned location of league play or another sufficient location approved by the Executive Council.