

BYLAWS
Amended April, 2011

SOUTH COUNTY UNIT #500 of the AMERICAN CONTRACT BRIDGE LEAGUE

ARTICLE 1 – NAME

Section 1 – SOUTH COUNTY UNIT #500, American Contract Bridge League shall be the name of the organization

Section 2 – SOUTH COUNTY UNIT #500 is an inseparable part of the American Contract Bridge League and shall function under its Bylaws and Regulations.

Article II – JURISDICTION

The jurisdiction of the SOUTH COUNTY Unit #500 shall be that portion of South Alameda County presently or in the future assigned to it by the Board of Directors of the American Contract Bridge League.

ARTICLE III – REQUIREMENTS, PRIVILEGES, AND RESPONSIBILITIES

Unit 500 functions as a branch of ACBL, supervising and promoting bridge within its boundaries. It has the exclusive right to conduct all sectionals held within its territory. In addition, it may obtain sanctions from ACBL to organize and conduct other special tournaments such as unit championships, unit fund/foundation games, and club-type games. Unit 500 elects to be included in the central organization, District 21 American Contract Bridge League, group exemption hereby agreeing to abide by the policies and principles of the central organization.

Section 1 – MINIMUM UNIT REQUIREMENTS

- Hold an annual membership meeting
- Produce a written annual financial statement and make it available to the district director and any of its members upon request.
- Adopt bylaws that are consistent with those of ACBL and file a copy with ACBL.
- Conduct at least one sectional tournament every two years.

Section 2 – UNIT PRIVILEGES

- The Unit receives a share of ACBL membership fees as established by the ACBL Board of Directors.
- The unit may conduct up to the maximum ACBL guidelines for unit championship sessions per year.
- The unit may conduct up to the maximum ACBL guidelines for fund/foundation games per year
- The unit may run games on behalf of ACBL and/or the district where there is a void.

ARTICLE III - continued

Section 3 - UNIT RESPONSIBILITIES

- To participate and conduct elections for District Director, First and Second Alternate Directors, and Board of Governors representatives
- To conduct sectional tournaments and regional and/or NABC tournaments when authorized by the district.
- To have a conduct and ethics committee.
- To elect a tournament coordinator
- To elect a unit board of directors annually or bi-annually by popular vote of unit members.
- To perform basic marketing functions as established by the ACBL Board of Directors.
- To promote the development and enrollment of bridge players as members of ACBL.
- To promote interest in duplicate bridge by providing a continuous and attractive program of bridge events to supplement those offered by clubs with sanctioned games
- To cooperate with the district and ACBL in the promotion of district-wide and ACBL-wide tournaments
- To establish and maintain amicable relations with neighboring units, the district, and conferences, thus fostering cooperation on matters of mutual interest.
- To prepare conditions of contest for tournaments under its auspices.
- To process reports of dishonest, unethical, or improper conduct by participants in sanctioned games, unit events, or tournaments under its jurisdiction, and to discipline members guilty of such conduct in a manner fully consistent with The ACBL Disciplinary Regulations.
- To fill the positions of Education Liaison, Tournament Coordinator and Intermediate/Newcomer Coordinator
- To conduct other activities that are in keeping with its purposes

ARTICLE IV – MEMBERSHIP

Any person of good moral character and residing within the jurisdiction of the Unit, subject to District regulations, is eligible for membership, and no person shall be denied because of race, creed or color.

Such person, upon favorable action, shall become and remain a member unless:

- He changes his residence to a place outside the jurisdiction of the Unit, in which case he shall become a member of the new unit immediately on processing by the ACBL of his change of address or has applied to remain in old Unit in accordance with the District regulations.

ARTICLE IV - continued

- He has failed to pay his dues in accordance with regulations of the ACBL.
- He has been suspended or expelled from membership in accordance with regulations established by the ACBL and the Board of Directors of the Unit, provided, however, that such regulations shall conform to the rules of due process applicable to membership corporations, and that such regulations as are established by the Board of Directors of the unit shall not be in conflict with the regulations of the ACBL.

Membership in the Unit carries with it membership in the ACBL.

Annual dues shall be in the amount fixed by the ACBL.

The Board shall have no power to levy special assessments

ARTICLE V – MEMBERSHIP MEETINGS

Section 1 – There shall be an annual meeting of the members, which may be held in connection with a tournament or special event which Unit members attend. This shall be held in December each year.

Section 2 – The Unit Board of Directors shall fix the time and place of the annual meeting and shall give appropriate notice of such meeting by mail or unit publications.

Section 3 – Special meetings of the members may be called at any time to consider specific subject matters by the Unit Board of Directors or by the President, or by petition of the members. Notice of the time and place of any special meeting shall be given by at least 10 days before such meeting. The notice of any special meeting shall contain an agenda of the matters to be taken up at such meeting. No other business shall be acted upon at such special meeting.

Section 4 – A quorum for the transaction of business at any annual or special meeting shall consist of 25 members.

Section 5 – No proxies shall be permitted.

ARTICLE VI – UNIT BOARD OF DIRECTORS

Section 1 – NUMBER OF DIRECTORS – The affairs of the Unit shall be managed and conducted by the Unit Board of Directors, which shall be comprised of a maximum of thirteen (13) persons, all of whom must be members of the Unit.

ARTICLE VI - continued

Section 2 – ADDITIONAL MEMBERS. The elected Board may add additional members to the Board by special election or by appointment by the President with concurrence of two-thirds of the other Board members. The Board may, at its discretion, appoint temporary or permanent ex-officio members without voting power.

Section 3 – VACANCIES. A vacancy shall be deemed to exist on the Board in case of death, resignation or removal of any member. A vacancy will be filled by appointment by the President with concurrence of two-thirds of the Board members.

Section 4 – TERM OF OFFICE. Members elected at the December annual membership meeting shall serve for a period of two (2) years beginning January 1 and ending December 31, with one half of the Board elected each year. Members appointed to fill vacancies shall serve the balance of the unexpired term.

Section 5 – MINIMUM NUMBER OF MEETINGS. The Unit Board of Directors shall hold a minimum of 6 meetings a year.

Section 6 – QUORUM. A quorum of Unit Board of Directors for the transaction of business shall consist of not less than a majority of the Board.

Section 7 – POWERS AND DUTIES. In addition to the powers granted herein and by the laws of the State of California, the Unit Board of Directors shall have powers and duties involving, but not limited to:

- a. The conduct, management, supervision and control of the business of the Unit;
- b. Conduct Unit tournaments;
- c. The employment and discharging of employees, and the supervision of their conduct and fixing their compensation.

Section 8 – ELECTIONS. The President shall appoint a nominating committee chairman. The committee shall consist of at least three members, the majority of whom are not Board members. Nominations shall also be accepted from the floor at the annual meeting in December where the election occurs.

Secret ballots are required if there are two or more candidates competing for an office, or when an issue has been submitted to the unit membership for a decision.

ARTICLE VI - continued

Section 9 – PROXIES. Voting by proxy shall not be allowed.

Section 10 – IMPEACHMENT. Any officer or Board member may be removed for cause at any meeting of the Unit Board of Directors provided two-thirds of those present constituting a quorum shall so vote. Any officer or Board member against whom impeachment charges shall be brought shall be notified in writing, by certified mail, of the charges against him, at least ten (10) days prior to the meeting and shall be given an opportunity to be heard before the Unit Board of Directors and to be represented by counsel of his own choosing. Absence from two (2) consecutive meetings may be cause for removal of a Board member.

Section 11 – FEES AND COMPENSATION. Officers and members of the Board shall not be entitled to any compensation for their services.

Section 12 – FIDELITY BOND. The Board may require any and all officers to give bond, at the expense of the South County Unit.

ARTICLE VII – DUTIES OF THE OFFICE

Section 1 – The officers of the Unit shall consist of a President, a Vice President, a Secretary, a Treasurer, and a Past-President.

Section 2 – ELECTION OF UNIT OFFICERS. The Unit Board of Directors shall elect all officers in January. The persons elected shall hold office for one year or until their successors have been duly elected.

Section 3 – VACANCIES. Vacancies due to death, resignation or other cause shall be filled by the Unit Board of Directors.

Section 4 – PRESIDENT.

- The President shall preside at all Board meetings.
- The President shall be an ex-officio member of all committees.
- The president shall appoint all committees. Members of committees shall be approved by Board majority.

ARTICLE VII - continued

- Permanent committees will be:

1. Disciplinary Committee. The disciplinary Committee receives and investigates complaints or charges that involve the conduct or ethics of members of the unit.
2. Tournament
3. Membership
4. Executive Committee composed of the President, Vice-President, Treasurer, Secretary and Past-President.
5. Education Committee consisting of an Education Liaison and an Intermediate/Newcomer Coordinator to promote the development and education of bridge within the unit and work in cooperation with the district education liaison and newcomer coordinator.

Section 5 – VICE-PRESIDENT. The Vice-President shall preside at Board meetings in the President's absence and perform other duties as needed.

Section 6 – TREASURER.

- a. The Treasurer shall maintain the Unit's financial records.
- b. The Treasurer shall submit a current financial statement at each Board meeting.
- c. The Treasurer shall publish an annual financial statement for the membership. The financial year shall correspond with the Board's annual term of office, January 1 through December 31. The Treasurer shall file a copy of the annual financial statement with the District organization
- d. The Treasurer shall submit a proposed budget for the new year to the incoming Board in January for approval.
- e. The Treasurer has custody of and is responsible for all funds, securities and properties of the unit. Depositing such funds as designated by the Board, and paying unit obligations from the unit funds as directed by the Board.
- f. The Board shall appoint someone to conduct an annual audit of all financial records.

ARTICLE VII - continued

Section 7 – SECRETARY

- a. The Secretary shall keep the records of the Unit, minutes of the meetings, and Perform all other duties incidental to the office.
- b. The Secretary is to be appointed by the Board and may or may not be a member of the Board.

Section 8 – PAST-PRESIDENT

- a. The Past-President shall serve in an advisory capacity and be a member of the Executive Committee.

ARTICLE VIII – AMENDMENT OF THE BYLAWS

These bylaws may be amended by an unanimous vote of the entire Board at one (1) meeting, by a two-thirds vote of those present at two (2) consecutive regular meetings or by a petition signed by two-thirds of the members of the South County Unit.

ARTICLE IX – PARLIAMENTARY PROCEDURE

Robert's Rules of Order, Revised shall be the authority on all questions of parliamentary procedures in which they are not inconsistent with these Bylaws.

ARTICLE X - TERMINOLOGY

The use herein of any word denoting gender shall be interpreted to include both the masculine and the feminine gender.

APPROVED BY THE BOARD OF DIRECTORS OF UNIT 500:

President: Jan Hollowell

Vice President: Charles Conrad