# LITTLE HARBOUR PICKLEBALL CLUB BYLAWS 11/22/22

**NAME**: The name of the organization is Little Harbour Pickleball Club.

**PURPOSE:** The purpose of the club is to promote friendship and camaraderie through the game of Pickleball. Our motto “WHERE PLAYERS BECOME FRIENDS”.

**SEASONAL PICKLEBALL:** The club operates seasonal Pickleball on the outdoor courts from April/May to October /November (weather permitting)

**CLUB MEMBERSHIP:** club membership offers members preferred time slots through playtimescheduler.com, access to clinics, access to club email communication and updates, club tournaments and social events.

**NON-MEMBERS:** Non members (visitors) must pay a daily fee of $5.00 for outdoor seasonal play and also belong to Pickleball Canada (for insurance reasons)

**GOVERNANCE:** The Executive Committee of the club consists of a President, 1st Vice President, 2nd Vice President, Treasurer and Secretary.

To reduce any potential conflict of interest, a LHPB Executive Committee member cannot also be on the Executive of LHCC.

Executive member’s term will be for two years with a maximum of two successive terms. Terms expire at the end of the fiscal year [ December 31st]. Retiring Executive members must notify the Secretary of their intentions by November 1st. The term of any member of the executive could be terminated if there is a loss of confidence or conflict of interest as determined by a ACB vote.

**ALL COMMITTEE BOARD [ACB]:**

The ACB will be comprised of club members who sit on one of the following committees:

Executive

Finance and Risk Management

Maintenance and Capital

Player Development

Scheduling

Membership Services

Events

Marketing

Each Committee will have a Coordinator / Chair who will be responsible to confirm present members eligibility and/or recruit new members for their respective committee prior to each year end. Each committee is responsible to implement approved activity for the year as per an annual business plan created by the Executive and approved by the ACB. In so doing, the Executive is responsible to create the “what’s” and Committees are delegated the responsibility for the “How’s”

The All-Committee Board [ ACB] will have voting rights on operational and capital issues and the entire Membership will have voting rights on AGM related matters. LHCC is required to provide final approval for any capital item that represents a fixed or permanent feature.

**DUTIES OF THE EXECUTIVE:**

The duties of the Executive positions are as follows:

* President: The President shall preside over all Club meetings and be accountable for the overall operation of the club. The president is also the primary liaison with the LHCC Board.
* 1st Vice President: The Vice President will assume the chair in the event the President is not available for duty. The 1ST VP is assumed to succeed the President.
* 2nd Vice President – The 2nd VP position is one of ‘senior council” to the Executive and is not assumed to interested in the 1st VP position.
* Treasurer: The Treasurer will oversee the financial obligations of the club as per generally accepted accounting principals, will oversee the Risk Management matters and may be asked to Co-chair the Maintenance and Capital Committee.
* Secretary: The Secretary is responsible to produce ACB meeting minutes, circulating same in a timely and accurate manner [ within one week]. Minutes are not required for Executive meetings but remain optional if requested by the Executive.

**MEMBERSHIP:**

Membership is a privilege not a right and therefore implies three distinct expectations of each and every member:

#1] Behave in a manner consistent with LHPB club’s “Pickleball Rules of Safety and Etiquette” (see separate page)

#2] Abide by the Club’s Code of Conduct for members [see attached]

#3] Make a concerted effort to provide volunteer assistance when requested to do so.

Anyone may become a member by paying membership dues and abiding by the spirit, policies, and bylaws of the Club. Members must also be members of Pickleball Canada / Nova Scotia which ensure facility insurance coverage.New member applications or renewals of existing membership may be declined in the event but only if the club has followed existing policy regarding Compliance as outlined in Appendix “A”. Anyone whose membership is declined or cancelled is not allowed ‘guest or visitor’ privileges.

**FINANCIAL DISCLOSURE:**

On an annual basis the Club will prepare and communicate to the ACB the financial status of the Club. The Executive has the authority to proceed with expenditures that have been approved by the All-Committees Board (ACB).

**QUORUMS:**

A quorum for the Executive meeting shall consist of the President or the Vice President and two other members of the Executive Committee [ total of 3 members]. A quorum for the ACB meeting will be a majority [51%] of registered committee members present. General membership meetings require a quorum of at least ten members in addition to the President or the Vice President and two Executive members.

# *CODE OF CONDUCT*

While the mission of Little Harbour Pickleball Club is to promote the growth and development of Pickleball, the long-term success of the sport requires that our players embrace the values of good sportsmanship. Therefore, in order to achieve our mission, it is essential that Little Harbour Pickleball members and volunteers display respect and self-control, model good behaviour and ultimately lead by example.

Every person involved in the sport of Pickleball at the Little Harbour Pickleball Club agrees to:

1. Engage in sportsmanlike conduct and encourage others to do so.
2. Engage in behaviour that promotes the health and safety of others.
3. Treat others with respect and exhibit fairness, honesty and self control in my dealings with others.
4. Refrain from the use of profanity.
5. Refrain from unacceptable behaviour.
6. Treat the facility and equipment with respect. (keep play areas clean and free from garbage, personal items, etc.)
7. Understand that Pickleball play and set-up may vary from center to center. Therefore, I will respect the formats offered regardless and understand that these decisions are made to best fit the needs of the ENTIRE Pickleball community in that particular location.
8. Follow Nova Scotia Department of Health guidelines and immunization protocols as dictated for Covid 19 under rules of play for sports in Nova Scotia.

# SAFETY and ETIQUETTE

SAFETY

* Must be a member of Pickleball Canada/Pickleball Nova Scotia for insurance reasons
* Must wear clean court shoes
* If you have any concerns about your physical ability to play Pickleball then consult your physician
* Always think ‘safety’. When needing to walk behind active players always wait for a stoppage in play.
* Never chase a ball on another court. Call “ball on court” to stop the play then retrieve the ball.
* Suspend play if the court becomes damp/wet from rain.
* Never back pedal, rather turn or pivot to field the ball.
* It is recommended by Pickleball Canada/NS to wear eye protection at all times. ● It is also recommended to stretch before and after playing to prevent injury

**ETIQUETTE**

* At all times be friendly, cheerful and introduce yourself to your partner and your opponents. Introduce yourself to guests and new members.
* Use appropriate language at all times, profanity will not be tolerated.
* Bring your own equipment. (paddles/balls)
* During ‘social play’ more experienced players should ask less experienced players if they want any coaching tips and abide by the inexperienced player's response.
* During ‘social play’ when playing against a team when one player is weaker than the other, do not consistently hit the ball to the weaker player.
* Players call the lines on their side of the court. Do not dispute an opponents call on their side of the court.
* If you or your partner are unsure if a ball is in or out; the call should favor your opponent.
* Each server must call the score prior to serving.
* When returning a ‘dead’ ball, pick it up and hit it over the net to the designated receiver. (raise your hand)

At the end of the game, touch paddles with your opponents and thank them for the game.

**APPENDIX A-**

In the event that there is an issue pertaining to the by-laws, LHPB Club subscribes to the following action program to ensure everyone is treated with respect and consistency.

Step 1- A member of the Executive will speak directly [ in person or by phone call] with the member involved, secure their perspective on the matter in question, clarify the intentions of the current policy, confirm the Club’s position on the matter and ask for their future cooperation with the current policy.

Step 2- Those who have received a “verbal redirect” (Step 1) and continue to behave in a manner that is inconsistent with club policies, will receive a written clarification/reminder from the Secretary on behalf of all Executive members outlining a need for their compliance going forward or face further discipline up to and inclusive of a suspension of membership privileges.

Step 3- Those who continue to ignore the policies participate in “end-arounds” to existing policies of the club or will be invited to meet with the Executive to discuss and determine the length of suspension up to and including a complete removal from the Club’s membership list.