



**TUCSON TABLE TENNIS CLUB**  
**CONSTITUTION AND LAWS**

5 March, 2016

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# TUCSON TABLE TENNIS CLUB CONSTITUTION

The Tucson Table Tennis Club as incorporated in 2010. Its principal purpose is to promote and conduct the sport of table tennis for its members. This instrument, together with any amendments duly made, is its Constitution. Throughout this document it will also be referred to as the Club.

## I. Membership

### A. Participating

1. Eligibility. Subject to the consent and approval of the Board, any person desiring to take part actively and regularly in the Club activities and who agrees to abide by this constitution and who pays prescribed dues and assessments shall be deemed a Participating member.

2. Termination. Such membership shall terminate when the person voluntarily resigns from the Club or when after sufficient warning and notice, the Board shall find him/her of one or more of the following causes:

a. Violation or disregard of this Constitution or of a decision or order of the board or the general membership.

b. Delinquency in payment of any dues, fees or assessment.

c. Failure to conform to, or harmonize with, the activities, purpose and standards of the Club.

d. Member's participation in Club activities results in confrontations with other members.

3. Reinstatement. Such membership once terminated may be reinstated.

a. Where such termination was by voluntary resignation reinstatement shall occur upon application of the person. Credit, in whole or in part, for dues previously paid shall be allowed upon consent and approval of the Board.

b. Where such termination was for cause determined by the Board, the person may apply as a new member. Reinstatement, however, shall be conditional upon approval by the Board and such requirements as it may impose.

4. Dues. There shall be membership dues.

a. Amount. Dues shall be payable annually in advance of any participation in league contests or Club activities. Such dues shall be of two classes not distinguishable with respect to rights and privileges. Except as may be revised by majority vote of members present at the annual business meeting, annual dues shall be:

1) Adult (18 years or older): As set by the Board

2) Junior (younger than 18 years as of the date paid)

1/2 of Adult dues or as set by the board.

b. Term. Except as is herein provided, dues paid shall entitle a person to membership until the succeeding January 1.

5. Meetings

a. Annual

1) Time. Each January, after due notice to all persons who were members as of the preceding December, there shall be held the annual membership meeting at a time and place to be determined by the Board.

2) Business.

a) Any matter of general or proper concern of the Club, its membership, welfare, standards, activities or procedures may be presented for consideration and vote.

b) The members, by a majority of those attending the meeting and appearing by proxy, shall elect the Directors to serve on the Board for a term of 1 year ending the succeeding December 31 or until new directors are elected, whichever comes first.

c) The membership by vote shall approve use of this Constitution for the current year or determine any revision thereof as shall apply.

3) Procedure.

a) The chairman of the Board shall preside and minutes shall be taken.

b) Each member shall have one vote.

c) Except as is herein provided, a majority of voting members attending a meeting and/or by proxy shall determine any question.

d) Except as is herein provided or is otherwise agreeable, "Robert's Rules of Order" will govern.

e) Any decision duly reached shall be binding upon the Club and shall not be reversible except upon subsequent consideration and majority vote of members at a membership meeting.

b. Special meeting

1) Method. Upon decision of the Board or written demand of any eight members, a special membership meeting shall be held, following due notice to all members of time, place and purpose thereof.

2) Business. Only those matters shall be voted upon as are set forth in the notice to members.

3) Procedure. To the extent not inconsistent herewith, the procedure governing annual meetings shall be applicable to special meetings.

B. Sponsoring

1. Eligibility. Sponsoring membership (patrons) shall include each person and firm that during the year has granted to the Club for its general funds a sum of money as set by the Board. The period of such membership shall terminate on January 1 next succeeding.

## II. Board of Directors

A. Directors: There shall be a Board of Directors (also referred to as "Board" throughout this document) consisting of five members. The Board shall be the administrative and judicial authority of the Club. It shall endeavor to accomplish the will and purpose of the Club as a whole. It will consider any pertinent matter submitted through a team captain or by written communication or upon personal plea at a Board meeting.

1. Eligibility. Any Club member shall be eligible to serve on the Board.

2. Term -- Vacancy

a. The term of a Director shall be for 1 year until December 31 following his/her election or until a new Director is elected. A Director shall serve until the conclusion of such term unless he loses his membership or unless he/she voluntarily resigns or is dismissed as a Director, in which event a vacancy on the Board shall be deemed to exist.

b. A Director may be dismissed, after sufficient warning and due notice, should the Board find one or more of the following causes:

1) Failure to discharge competently the duties and responsibilities of his office.

2) Failure to attend Board meetings with reasonable regularity.

3) Conduct or action, which would serve as, grounds for his/her dismissal from Club membership.

c. Except as herein provided, the Board, as soon following the creation of a vacancy as is practicable, shall fill such vacancy from the eligible membership of the Club.

#### B. Chairman

1. Selection. The Board annually, and at such other times as may be required, in a regular meeting held in the month of January shall elect from its number a person as President of the Board.

2. President. The Chairman shall serve also as President of the Club and as chief executive officer. He shall also be the Club's principal representative in meetings or negotiations to which the Club might properly become party.

3. Responsibility. Except as herein provided, the Chairman shall be responsible for effectuating each and every provision of this Constitution.

4. Meetings. The chairman shall preside at all meetings of the Club and the Board. In his absence a Director appointed by the Chairman or, if none, a Director selected by the Board shall so serve.

5. Records. Except as is herein provided and as the Board may otherwise direct, the Chairman shall be responsible for the maintenance of all records required by this Constitution.

6. Emergencies. In an emergency and upon advice and consent of two additional Directors, the Chairman without delay may take any action, or render any decision, consistent with this Constitution which he may deem immediately necessary in furtherance of the Club's interest and welfare, subject to subsequent review and ratification by the Board (or by the Club's membership, if that category of action or decision is involved.)

### C. Meetings

1. Notice. The board shall meet upon call of the Chairman or request of any three Directors or written demand of any eight members and following notice to each Director. Such notice may be waived upon consent and approval of four Directors.

2. Open. All meetings shall be open to any member except as the Board, without dissenting vote, resolves into executive session.

3. Quorum. Three Directors present in person shall constitute a quorum.

4. Procedure.

a. Informal. Business shall be conducted informally except that, upon demand of the Chairman or any two Directors, proceedings shall be in accordance with "Robert's Rules of Order" to the extent not inconsistent with this Constitution.

b. Vote. Except as is herein provided, majority vote shall determine all issues.

5. Minutes. Minutes shall be taken of any meeting or portion thereof upon request of one Director. Minutes shall indicate place, time and purpose of a meeting, names of Directors present, number of votes cast for and against each substantive issue and any other matter that the Chairman or Directors may specify.

6. Business -- Powers

a. Ruling Body. Except as herein provided, anything pertaining to membership, standards, procedures, activities, business, conduct or welfare of the Club or to this Constitution may be considered and determined by the Board.

b. Appointments. Except as is herein provided, the Board (or the Chairman in behalf of the Board) may appoint any willing member to perform any task or to serve in any capacity, as it may reasonably be deemed desirable.

c. Suspension of Rules. Except for specific rights conferred to members, any provision of this Constitution may be temporarily suspended upon consent and approval of four Directors.

d. Standards. The Board from time to time consistent herewith shall promulgate, distribute and enforce a standard of participation, performance and expectation for members to be known as Tucson Table Tennis Rules Etiquette and Rules of Play.

e. Records

1) The Board shall maintain a current roster of members (including names, addresses and telephone numbers), schedules, standings and documents, and also laws and decisions of the United States Table Tennis Association, which it shall post or distribute as circumstances shall show the need or desirability.

2) The Board shall maintain permanent records of participants in, and results of, all tournaments and league competitions.

3) Except as herein provided, any Club record shall be available for a member's inspection at reasonable times and places.

f. Competition Arrangements. The Board shall make all arrangements deemed necessary and desirable to establish a table tennis league, to conduct tournaments, to schedule inter-city competitions, to advance participation of members in significant tournaments, and to promote table tennis as a sport in the metropolitan Tucson area and in Arizona generally.

g. Membership Cards. The Board shall prepare annual membership cards and distribute same to persons entitled thereto.

h. Arbiter. Except as herein provided, the Board shall be the final arbiter of any dispute or protest pertaining to rules, competitions, and standings or to the interpretation of this Constitution or any action thereunder.

#### D. Treasurer.

The Board shall appoint a Director as Treasurer, who shall be the chief financial officer of the Club. The Treasurer shall be responsible to the Board for regular and businesslike collection and care of funds, for payment of just debts and for maintenance of proper financial records.

#### E. Non-Liability.

Neither the Club nor any Director shall incur liability for any loss injury to a member, player, visitor, or other person.

### III Treasury

#### A. Receipts

##### 1. Administration

a. Account. The Treasurer shall establish and maintain a savings and/or checking account(s) in a Tucson bank(s).

b. Records. The Treasurer shall establish and maintain records as to the identity, amount and dates of all receipts.

c. Collection. The treasurer shall collect all items of income as they become receivable and deposit same in the bank account without undue delay.

##### 2. Income

a. Dues. The Treasurer shall collect in cash, when owing, such dues as are provided by this Constitution.

b. Fees. The Board, in the manner it may reasonably deem desirable, shall set fees for tournaments and other competitions, and for use of its equipment. In so doing, preferential treatment may be accorded members over non-members. All such fees, when collected, shall be remitted to the Treasurer.

c. Assessments. The Board, if and as it deems necessary and advisable, may recommend to the Club membership that an assessment be levied on participating members. Any assessment so levied shall be collected by the Treasurer.

d. Gifts. The Board may receive any gift or contribution, which it deems to be consistent with the best interests of the Club. Any cash gift shall be remitted to the Treasurer.

e. Sales. The Board, if and as it deems desirable, may sell property of the Club for fair and adequate consideration. In setting prices, preferential treatment may be accorded members over non-members. All proceeds shall be remitted to the Treasurer.

f. Fines. The Board, if and as it deems desirable, may impose a fine for any destruction or damage to, or misuse of, Club property. All such fines shall be remitted to the Treasurer.

## B. Disbursements

### 1. Administration

a. Approvals. No funds or other assets of the Club shall be expended, pledged or disbursed in any manner except as authorized by the members, the Board or this Constitution.

b. Records. The Board shall establish and maintain records as to the amount, date and purpose of each disbursement.

c. Refunds. Except as authorized by the Board, Club funds shall not be used to refund any dues, fees or assessments.

### 2. Expenditures

a. Current Uses. The Board may expend, pledge or disburse Club funds for the following purposes:

1) Prizes. Acquisition of prizes, awards or trophies to be presented in consequence of authorized tournaments, competitions and accomplishments.

2) Expenses. Reimbursement to members for authorized and reasonable expenses incurred in conduction or advancing Club business or activities, including allowances for participation in events outside the City of Tucson.

3) Equipment and Supplies. Purchase of tables, nets, , balls, postage, paper, sand services reasonably necessary for conduct of authorized tournaments, competitions and activities.

4) Memberships. Club membership in the United States Table Tennis Association or other table tennis organizations.

5) Administration. Promotion, advertisement and administration of tournaments, other competitions and Club interests.

Such may include in reasonable sums:

a) Expenses of an annual banquet or other social functions for members.

b) Rentals and associated cost.

c) Gifts or compensation to persons rendering important services.

6) Memorials. Purchase of an appropriate remembrance on occasion of tragedy or loss involving a member, his family or a friend of the Club.

b. Capital Uses. Upon decision made at a membership meeting, the board may make allotments or expenditures for long-term capital improvements or acquisitions.

3. Dissolution. In the event that the Tucson Table Tennis Club ceases to operate, the Board will sell or donate its tables and equipment to a Charity or Charities as recommended by the Board and approved by the membership in general meeting called for the purpose. Any Club funds or moneys will be donated to a Charity or Charities as recommended by the Board and approved by the membership in general meeting called for the purpose.

#### **IV. League Competitions and Tournaments**

##### **A. League Competitions**

1. Establishment. A league shall be established and maintained annually as directed by the Board for the benefit of members.

2. Season. The league season shall commence not earlier than September and end no later than the following May, but at the discretion of the Board may be split into two or more periods of competition.

##### **3. Schedules**

a) Except as is herein provided, competitions shall be at such times and places and in accordance with such schedules as the Board shall specify, making reasonable allowance to expressed preferences of members.

b) Schedules, whenever possible, shall set forth the times and places for all competitions for the entire season or divisible portion thereof.

c) Schedules shall be subject to amendment or revision from time to time as the Board may reasonably determine. Team Captains shall be notified of any such amendment or revision without delay.

d) Current schedules, shall be posted in places of competition and a copy of “Club Rules and Member Responsibilities” shall be furnished to any member playing in the Leagues.

#### 4. Teams

a. Size. The League shall consist of teams of such size, as the Board shall determine.

##### b. Composition.

1) Original. Each year, prior to commencement of league competition, the Board shall place participating members on teams balanced for strength. In so doing, some considerations shall be granted to the expressed desires of members to participate together as a unit and to their evening availability preferences. The Board shall have broad discretion concerning placement of any member who previously has been irregular in participation or has displayed a poor attitude.

2) Revised. Once league play commences, there shall be no realignment of players among the teams during a period of competition except in unusual circumstance or to mitigate a severe imbalance between teams.

3) Additions and Replacements. Except as is herein provided, a team may not employ players not assigned to it by the Board. When a vacancy on a team occurs, the Board will endeavor to fill it from among non-assigned members, according due considerations to:

a) Maintenance or establishment of league balance.

b) Past attendance record and attitude of the prospective replacement.

c) The waiting time of various prospective replacements.

5. Captains. Each team shall have a captain, selected by the Board. His/Her responsibility shall be:

a) To make certain that all team members appear for weekly matches.

- b) To notify members of any changes in the schedule of matches
- c) To cause team members to commence matches on time.
- d) To follow the schedule of play closely to minimize delays.
- e) To act as caretaker of Club balls or his/her teams, if used.
- f) To record promptly and accurately the results of all matches involving his/her team.
- g) To convey to the Board, in writing, the grievances and recommendations of his/her team and to advise his/her team of the Boards actions.
- h) To inform members of his/her team of Club rules.
- i) To make interim decisions respecting contests in cooperation with other captains, as long as the decisions do not counter Club rules.
- j) To arrange for alternate captain or some other member to fulfill his/her responsibilities when he/she is unable to do so.

6. Competitions. Teams shall be paired against one another on a round robin basis. Each team being opposed to all others in equal number of times, except in that periodically the Board may schedule addition matches in such manner as not to provide one team with an unfair advantage over another in league standings.

7. Standings. The Board shall maintain in regular place(s) of competition the current standings of teams and individuals.

a. Team. Team standings shall show total wins and losses of contests with teams listed in descending order of winning percentage (ties counting as 1/2 win and 1/2 lost).

1) Dropped.

a) Where a team repeatedly forfeits matches or requests withdrawal from the league, the Board shall eliminate it from further competition and assign surviving members to other teams as herein provided.

b) Contests won or lost by any such team to an opposing team shall count in team standing unless the Board shall deem it in the best interest of the Club that such contests, or any of them, be not so counted.

c) Where one team is granted permission by the Board to merge with another, the standings of the surviving team at the time of merger shall be as the Board may reasonably determine.

2) Winner. Winner at the end of the season, or period thereof, shall be the team with the best winning percentage in the standings. In case of percentage tie, the winner shall be determined by play-off or in a manner as the Board may specify.

b. Individual. Individual standings shall show total wins and losses of singles matches with players listed in descending order of winning percentage.

1) Forfeits. Forfeits matches shall be considered a win or loss to the member.

2) Dropped. Matches won or lost by a player dropped from competition shall count in individual standings.

3) Winner. Winner at the end of the season, or portion thereof, shall be the member with the best winning percentage excepting that:

a) Such member must have not less than 15 victories.

b) In case of tie, the winner shall be deemed the member with the greatest number of victories or, if there be equal number of victories, by play-off or in a manner as the Board may specify.

## B. Tournaments

1. Promotion. The Board may sponsor, co-sponsor, promote or encourage participation in such tournaments and competitions, as it shall deem desirable.

2. Club. The board shall see to it that there is at least once annually a Club, City or State championship tournament.

3. League. The singles matches between players in league competition shall be deemed a continuing tournament. The league tournament match results shall be scored using the USATT scoring web site and the members league rating shall be determined by this method.

4. Prizes. The Board may provide such prizes or trophies, as it may deem desirable and appropriate to winners and runner-ups in various tournaments and competitions.

## **V. Ratification and Amendment**

A. Ratification. This revised Constitution was approved by members present at the annual membership meeting on 1 March, 2016. As of that date this document becomes the governing document of the Tucson Table Tennis Club.

B. Amendment. This Constitution may be amended at the annual membership meeting -- or at a special membership meeting called for the purpose upon not less than a ten day notice. For adoption, the motion to amend must be carried by a 2/3 vote of members present or submitting their votes in writing by proxy.