

GLENDALE TENNIS CLUB CONSTITUTION

ARTICLE 1 – NAME

The name of this organization shall be “Glendale Tennis Club”, hereinafter referred to as the “Club”. The mailing address of the Club shall be at the address of the current President or a post office box leased by the Club.

ARTICLES 2 – PURPOSE

- (a) To operate a Tennis Club providing opportunities for all levels of play and enjoyment of the game of tennis and social interaction.
- (b) To encourage, foster and promote a healthy lifestyle through the game of tennis.
- (c) To operate as a non-profit organization within the policies of the City of Pickering.

ARTICLE 3 - MEMBERSHIP

- (a) Membership in the Club will be available to all persons as consistent with any policies of the City of Pickering.
- (b) Membership will also be available to previous members provided that there has not been a lapse of membership of one year or more, and subject to article 3(c)
- (c) Any member in breach of the Constitution or By-laws may have his/her membership revoked by a two-thirds majority of the Executive Committee.
- (d) Voting privileges at any Executive or General Meeting shall be limited to senior members, that is, members who reach their 18th birthday before or during the membership year.

ARTICLES 4 - EXECUTIVE COMMITTEE

- 1) **The Executive Committee** (Executive) shall plan and direct the operation and activities of the Club.
 - (a) The Executive Committee shall be 11 senior members of the Club elected or appointed to the following offices –
 - i) President
 - ii) Vice-President
 - iii) Secretary
 - iv) Treasurer
 - v) Tournament Director
 - vi) Junior Development Director
 - vii) Court Maintenance Director
 - viii) Membership Director
 - ix) Social Director

- x) Director at Large
- xi) Ad Hoc Committee Chairperson
- (b) Officers: members of the Executive Committee shall be the Officers of the Club.
- (c) Election of Officers: All the above Officers except the Ad Hoc Committee Chairperson and the Director at Large shall be elected by a simple majority of the membership present at the Annual General Meeting or Special General Meeting of the Club members.
- (d) Term of Office: All the elected officers shall take office immediately following their election and shall hold office until a new election for their office takes place. The Director at Large shall hold office until the next President is elected.
- (e) Membership Requirement: All Officers must be fully paid up, current members of the Club for the year in which they serve.
- (f) Limitations:
 - i) No Officer shall hold more than one office in the Club at any one time.
 - ii) No Officer shall commit the Club to any expenditure unless authorized to do so by resolution of the Executive.

2) Director at Large

- (a) The Past President (the person having been the President during the previous year) shall be the Director at Large of the Executive Committee if so appointed by the Executive Committee.
- (b) The Director at Large shall be entitled to vote at the Executive Committee meetings.
- (c) In the absence of an immediate past president, the position may be filled by appointment of the new Executive.

3) Ad Hoc Committee Chairperson

The Ad Hoc Committee Chairperson will be appointed by the Executive Committee.

4) Duties of the Officers

The duties of the Executive Officers of the Club shall be described in the By-laws.

5) Vacancies and Recalls

- (a) A vacancy on the Executive Committee may result from one of the following:
 - i) The resignation of an Officer during his/her term. Such resignation must be submitted in writing to the Secretary.
 - ii) The voluntary termination of membership in the Club by a member of the Executive Committee.
 - iii) The termination of membership in the Club of an Executive Officer by the Executive Committee.
 - iv) The recall of the Executive Committee or any member thereof.

- (b) Any or all Executive Officers may be removed by resolution at any annual or general meeting of the Club, passed by at least two-thirds of the votes cast at such a meeting.
- (c) In the event of recall of members of the Executive Committee, where not enough Executive Committee members remain to form a quorum, a new election will be held within thirty (30) days of the effective date of the recall.
- (d) Vacancies on the Executive Committee may be filled by appointment by the Executive Committee.

ARTICLES 5 – MEETINGS

(1) Annual General Meeting (AGM)

- (a) An Annual General Meeting of the Club shall take place in the last quarter of each calendar year for the purpose of discussing such business as may be brought forward and for the election of the next Executive Committee.
- (b) Notification of the AGM shall be given to the general membership at least thirty (3) days in advance of the meeting.
- (c) Any motion for consideration at the AGM, shall be received the Secretary seven (7) days prior to the AGM to be included in the agenda or may be moved at the meeting. A quorum at an AGM shall be the presence of 25% of the general membership of the Club or twenty (20) members, whichever is less.

(2) Special General Meeting (SGM)

- (a) Special General Meeting of the Club may be called by the President or at the written request of at least twenty (20) members, submitted to the Secretary.
- (b) Notification of an SGM shall be given to the general membership at least fourteen (14) days in advance of the meeting.
- (c) A quorum at a SGM shall be the presence of 25% of the general membership or twenty (20) members, whichever is less.

(3) Executive Committee Meetings

- (a) Meetings may be held at the call of the President or by written request to the Secretary of any five (5) members of the Executive Committee.
- (b) The President shall act as chairperson for the meetings of the Executive Committee.
- (c) A quorum for an Executive Committee Meeting shall be give (5) members.

ARTICLES 6 – BY LAWS

The day-to-day operation of the Club and the duties of the Officers shall be governed by the By-laws.

ARTICLES 7 – FINANCE

There shall be a general account and a contingency fund, and any other accounts or funds that the Executive Committee deems necessary (by resolution)

ARTICLE 8 – AMENDMENT

- (1) Amendment of the Constitution is the repeal, or change or addition to one or more items or parts of the Constitution. The Club may from time to time, amend the articles of this Constitution by a two-thirds affirmative vote of those members present at a General Meeting.
- (2) Notice of any motion for amendment to the articles of this Constitution must be submitted in writing to the Secretary thirty (30) days in advance of the General Meeting.
- (3) Further, the Secretary shall notify the membership of such motion for amendment and the time and place of the General Meeting no less than twenty-one (21) days prior to said meeting.
- (4) To notify the membership, Secretary shall post notices at the courts and may use mail and e-mail.

ARTICLE 9 – DISSOLUTION

- (1) Glendale Tennis Club shall only be dissolved by resolution of an Extraordinary General Meeting which shall be governed by the procedures described in Articles 8, (Amendment of the Constitution) paragraphs 1, 2, 3 and 4. Members must be notified by mail of an Extra-ordinary Meeting.
- (2) All assets of the Club shall become the property of the City of Pickering.

ARTICLE 10 –MEETING PROCEDURE

The rules contained in the current edition of “Robert’s Rules of Order” shall govern all meetings of the Club in all cases to which they are applicable and in which they are not inconsistent with this Constitution or the By-laws of the Club or any special rules of order which the Club may adopt.

Approved by Glendale Tennis Club – General Meeting
Date approved: October , 2005

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_____ Vice-President, Glendale Tennis Club

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_____ President, Glendale Tennis Club