



# PORTLAND AREA DART ASSOCIATION



## BYLAWS

(Adopted and Last Revised March 2010)

### Section I – Purpose

#### 1. Name –

- The name of the Organization shall be the Portland Area Dart Association (PADA).

#### 2. Purpose –

- The Purpose of the PADA shall be to promote competitive steel tip darts, coordinate and establish the activities of darts, enhance league play, develop tournament play, and establish friendly relationships with similar organizations. The PADA is a non-profit sporting organization with no religious or political affiliation.

#### 3. Mission Statement –

- The PADA's mission is to provide an opportunity for steel tip dart players of all levels to reach their maximum potential regarding ability as well as sportsmanship, and to develop camaraderie with other dart enthusiasts in the community.

#### 4. Boundaries –

- The boundary of the PADA extends from the center of Portland (Burnside Bridge/ Willamette River), thirty (30) miles in any direction. This includes Vancouver, Washington, Hillsboro, Oregon, and Oregon City, Oregon. Travel time for each division will be considered upon making up the league schedules.

### Section II– Members/ Sponsors

#### 1. Members –

1. Membership is open to anyone who expresses an interest in steel tip darts and pays a yearly membership fee.
2. Members may attend any meeting of the Board of Directors (Board) and express any concerns to the Board, however members do not vote on Board decisions.
3. Members under the age of Twenty-One (21) may not drink alcohol and are subject to the rules of the venue hosting any event or league play.

#### 2. Fees & Dues – The following is the fee schedule for 2009. Dues must be paid by January 1<sup>st</sup> of every year.

1. \$25 = The yearly membership fee per member.
2. \$12.50 = The fee for one half-year membership.
3. \$60 = The team fee, payable by the players of a team.

4. \$30 = The venue fee to be paid by a venue for the purpose of hosting and sponsoring a team. The amount of member dues and team fees as well as the sponsor fee may be set or revised by the Board by majority vote.

**3. Lifetime members –**

1. Dee Philip is a Permanent Lifetime Member of the PADA and is highly regarded for her service to the PADA.
2. One Lifetime Member per year may be selected and presented an award at the Oregon Open Tournament.
3. Lifetime Members are to be determined by a vote of the Board. Lifetime Members do not pay annual dues and shall receive a lifetime achievement award to reflect their outstanding service to the PADA.

**4. Members Code of Conduct**

1. Members shall strive to conduct themselves in a sportsmanlike manner.
2. Unsportsmanlike conduct is conduct that unreasonably lessens the enjoyment of playing darts or which would unreasonably discourage others from participating in league play. This includes but is not limited to; purposefully injuring another, angrily throwing objects or breaking equipment, cheating during league or tournament play, harassment and/or heckling of others.
3. Members must comply with all of the rules, laws, and regulations of the PADA, Federal Government, local government, and the particular venue hosting any event, including league play.
4. Members assume responsibility for their own consumption of alcohol. The PADA does not supply alcohol and is not responsible for alcohol related accidents or injuries.
5. Members who do not comply with these rules may be sanctioned or their membership terminated by a majority vote of the Board. See Rules Section for further information on Sanctions.

**Section III – Rules**

• **Equipment –**

- The PADA does not supply steel tip darts or boards for league play, however the PADA may help venues and individuals with their set up upon request.
- All members of the PADA shall secure their own set of three steel tip darts for league play and tournament play. Dartboards should be standard English Bristle Boards, set up as close as practical to American Darts Association (ADO) specifications.

• **Rules –**

1. Wherever practical, the formats and rules of play as provided by the ADO shall be adhered to, unless otherwise specified by the Board.
2. The Board shall publish seasonal rules, which shall be included in the Captain's Packet distributed at the Captain's Meeting before every season of league play. Each team Captain must keep a copy of the rules and refer to the rules if any dispute arises during league play. Captains must notify the Board of significant rule disputes.

- **Sanctions –**
  1. If a Member purposefully damages the venue, throws darts at anything or anyone other than the dart board, injures, cheats, deceives, heckles, harasses, or otherwise acts in a highly unsportsmanlike manner, that Member may be sanctioned by the Board.
  2. Sanctions may include fines, temporary or permanent termination of membership, verbal admonishment, or police involvement for criminal activity. The Board will determine sanctions after a scheduled meeting of the Board where the offending Member will have the opportunity to be heard. The offending member must be given at least twenty-four (24) hours notice of said meeting.

#### **Section IV – Board Meetings/ Elections/ Voting**

1. **Board Positions –**
  - The annually elected board shall consist of seven (7) positions including the President, Special Events Director, Communications Director, Secretary/Treasurer, Open Director #1, Open Director #2, and Open Director #3.
2. **Meetings –**
  1. Open meetings of the Board should be held on the first Monday of every month at a place and time to be determined by the Board. Meetings may be rescheduled as necessary.
  2. Board meetings are open to all PADA members. Members may comment or present information to the board after the regular agenda of the Board has been completed.
  3. Other meetings of the Board may be scheduled with notice (as many types as possible, ex: phone and email) given to all Board members at least (24) hours in advance of the start of the meeting. Notice should be given at least one week in advance if possible.
  4. If a meeting lasts more than two (2) hours, the Board may vote to adjourn and continue the meeting at the next possible date.
3. **Registered Agent–**
  - The Secretary/Treasurer shall be the Registered Agent of the PADA and must file with the IRS and register with the Secretary of the State of Oregon each year.
4. **Elections –**
  - Elections will be held yearly in July at a meeting of the Board. PADA Members, including Board Members, vote to nominate and then elect the Board. Notice shall be given to the Membership one (1) month before a vote to elect Board Members and to give Members an opportunity to elect himself or herself or another to an open position. Board can suggest nominees to members.
5. **Vacancies on the Board –**
  - If a vacancy appears mid-term, the board may seek to immediately fill a vacant Board position by Board nomination and subsequent Board vote.

- The Board shall strive to nominate and elect a Director whom they feel will be responsible, skilful, interested in important decisions, trustworthy, and a good ambassador for the game of darts.
6. **Terms of Officers-**
- The Board of Directors shall serve one (1) year terms, and may be re-elected after such term. There shall be a five (5) year maximum in each position.
7. **Voting -**
- A majority of the Board, four (4) Board members of seven (7), shall constitute a Quorum for voting purposes.
  - At least four (4) board members must be present at a Board meeting to conduct business.
  - Issues requiring a vote, should be formulated, discussed, and voted on at the Monthly Board meeting if at all possible. Emergency or time sensitive voting, and issues of minimal importance may be voted on by email or regular mail. Email votes shall be added to the PADA minutes at the next regular Board meeting.
  - Upon request of a Board Member, any vote may be conducted at Board Meeting by secret ballot. Secret ballots shall be collected and counted after the vote by the Secretary.
8. **Code of Conduct for Board Members –**
- It is understood that a Board position is a great responsibility and that a Board Member is an ambassador for the game of darts. It is expected that Board Members conduct themselves with the utmost professionalism when dealing with venue owners, PADA Members, other dart organizations, and players. Failure to do so, or repeated failure to fulfill Board duties may result in a removal from the Board by a simple majority of the other board members.

## **Section V – Duties of The Board**

**All Board Members shall uphold the mission of the PADA.**

1. **President -**
- a. Shall be the Chairman of the Board and shall set an agenda for each board meeting.
  - b. Coordinates, oversees, develops, and organizes the league each season. Can outsource league duties.
  - c. Responsible for overseeing other board members to ensure tasks and responsibilities are carried out.
  - d. Shall be a valid signer on the PADA bank account.
2. **Special Events Director**
- a. In charge of all PADA sanctioned special events including Oregon Open, Portland Open, Blind Draws, monthly events, and special shoots and tournaments.
  - b. Promotes events with venues by creating posters and coordinating with venues to hold upcoming shoots.

- c. Works with the Communications Director to inform PADA members of upcoming shoots and tournaments.

**3. Communications Director**

- a. Writes the Elephants Tale and maintains the PADA website.
- b. Endeavors to inform dart players in advance of upcoming events.
- c. Works with the Special Events Director to promote special events.
- d. Helps promote league, tournaments, and shoots in the community by communicating with vendors and venues.

**4. Secretary/ Treasurer**

- a. Records minutes at every board meeting and maintains a permanent record thereof.
- b. Files with IRS and Secretary of State annually as the Registered Agent of the PADA.
- c. Maintains record of important documents including, filings with IRS, receipts, bank statements, the budget, and an updated copy of the By-Laws.
- d. Presents a budget to the Board two (2) times per year, January 1<sup>st</sup> and July 1<sup>st</sup>.
- e. Maintains the PADA bank account and shall be a valid signer on the PADA bank account.

**5. Open Director #1 -**

- a. The Open Directors shall fulfill such responsibilities as determined by the Board. Open Directors shall each head one (1) committee, and serve on two (2) committees.

**6. Open Director #2 -**

- a. The Open Directors shall fulfill such responsibilities as determined by the Board. Open Directors shall each head one (1) committee, and serve on two (2) committees.

**7. Open Director #3 -**

- a. The Open Directors shall fulfill such responsibilities as determined by the Board. Open Directors shall each head one (1) committee, and serve on two (2) committees.

**Section VI – Committees of the PADA**

- The PADA shall maintain several Committees. Committees and Committee Members may not issue or distribute PADA funds, nor may they vote on Board decisions. However, Committees serve an important function for the PADA. For a Committee to exist, each Committee must consist of at least one Board Member and one other PADA Member. The Committees may include but are not limited to;
  - 1. The Oregon Open Committee
  - 2. ADO Committee
  - 3. PADA/ League Committee
  - 4. Singles League Committee
  - 5. Elephants Tale Committee

6. Website Committee
7. Community Relations Committee
8. Tournament Committee

**Section VII– Liabilities/ Dissolution**

- **Insurance –**
  - The PADA may purchase and maintain liability or other insurance, as the Board deems appropriate. The Treasurer may also be bonded in such amount as the Board determines.

**Section VIII- Amending the Bylaws**

- The power to alter, amend or repeal the Bylaws, or adopt new Bylaws shall be vested in the Board. Such action may be taken at a regular or special meeting of the Board for which written notice of the purpose shall be given in advance of the meeting.