



HOLY FAMILY CC BOCCE CLUB BY-LAWS

Revision 1

1) PURPOSE

The purpose of the Holy Family Bocce Club shall be to provide guidance, support and dedication to all members of the HFCC Bocce Club, including leagues, special activities, and to uphold the rules of play, which have been adopted by this board for the Club.

2) BOARD MEMBERS AND DUTIES

THE HFCC Bocce Club Board of Directors shall consist of five (5) non-compensated, voting members: President, Vice President, Secretary/Treasurer, Scorekeeper and League Director. The term of each office shall be for one year, the fiscal year ending on the last day of December of each year. At no time shall there be five new members installed. The members of the Board will determine the selection of individuals to fill vacancies and/or to renew a member to his/her position. A Board member may volunteer for his/her Board position for the coming year if he/she wishes to do so. Any member in good standing of the HFCC Bocce Club may challenge any position on the Board at the end of any year if she/he wished to do so. An election by the general membership will be held for the challenged Board position. Any Director, by notice in writing to the Board of Directors, may immediately resign at any time without assigning any cause. Any Director may be removed from office, through just cause only, as determined by the board, at a regular or special meeting of the Board by a majority vote of the other Directors.

PRESIDENT - It shall be the duty of the President to preside at all meetings of the Board: to enforce the by-laws; to authorize all out-going Board and club/league correspondence and communications; to create committees and to appoint members to them; and to appoint officers as necessary.



VICE PRESIDENT - It shall be the duty of the Vice President to assist the President; to perform all duties in the President's absence; to serve as the club's social director regarding all social activities involving the entire HFCC Bocce Club and its members; and to succeed the President in office.

SECRETARY/TREASURER - It shall be the duty of the Secretary to record the proceedings and transactions of all Board regular and special meetings; to act as custodian of all books, papers, and records; to keep a record of names and addresses of all club members; to send out all authorized Board correspondence and notices as directed by the President; to send out all authorized correspondence to all paid-up club/league members concerning the HFCC Bocce Club/Leagues which involve any/all calendars, member and play schedules, rules of play changes, general information voted on by the board; to organize and keep all paperwork, and to perform any other duties as directed by the President and Board.

As TREASURER it is the duty of the treasurer to receive all monies for the club; to account for them; to submit a report at each meeting and to issue all club disbursements as authorized by the President and the Board. The treasurer will work closely with the league director to insure that all records and monies received are correct.

LEAGUE SCOREKEEPER - It shall be the duty of the league scorekeeper to collect all scorecards signed by both team captains or a member of each team; to check each card for accuracy; and to record, post and distribute emailed standings to each Board member and the team captains; to attend the league director's pre-season team captain's meeting for the purpose of explaining proper scorecard procedures.



LEAGUE DIRECTOR - It shall be the duty of the league director to promote communication with the team captains by e-mail as authorized by the Board. To be responsible for all HFCC Bocce Club spring and fall league activities available to members as authorized by the Board including the organization of teams sign-ups; the establishment of schedules for team play; the overseeing of team formations; the keeping of league records; to organize season end league tournaments; to establish league support and/or league team formation committees, as necessary; to chair a team captain's meeting at least one week prior to each spring and fall session supplying teams with all necessary information such as rosters, schedules, rules and sample scorecards as authorized by the Board; to insure fun in game play for all league members; to assist in determining the legality of a particular issue of play and to assist all members in guidance of play and clarification of inquiries, when requested to do so; to oversee all directive of play as authorized by the President and Board; to work closely with team captains diligently supplying them with needed information throughout the season; and to encourage each team captain to keep their individual team members well informed for the purpose of promoting good communication and supplying well needed information as authorized by the President and Board.