

# HIGHLAND PARK TENNIS ASSOCIATION

## CONSTITUTION

### **Article I – General**

Section 1. This organization will be known as the HIGHLAND PARK TENNIS ASSOCIATION.

Section 2. The purpose of this organization is to enjoy and promote tennis.

Section 3. The individual members shall have a voice in the Association's tennis affairs.

Section 4. The calendar year for the Association shall run from July 1, through June 30 of the following year.

### **Article II – Membership & Dues**

Section 1. Membership is open to all persons age 18 and above.

Section 2. Members must be in good standing in order to vote on any matters presented to the membership. Members in good standing are those who have paid their dues for the current calendar year and/or whose membership has not been cancelled for non-payment of dues.

Section 3. Annual dues are payable on July 1 for the period of July 1 through the following June 30. Dues paid during the months of January through April shall be at one-half the amount of annual dues. Dues paid during the months of May and June shall be in the amount of the annual dues, but shall also satisfy the dues requirement for the following year.

Section 4. Annual dues not paid by September 1 shall result in automatic cancellation of membership.

Section 5. Past presidents of this Association shall be granted a lifetime free membership. Current elected and appointed officers shall pay annual dues, but will be exempt from paying fees associated with the Association's activities. The officers may also grant fee exemptions to members whom they determine have provided significant services to the Association.

### **Article III – Officers**

Section 1. The officers of this Association will be responsible for, and oversee the day to day operation of the Association's business and the annual tournament. The officers of the Association will be:

President: Whose responsibility will be to preside over all meetings and to plan and lead all activities of the group.

Vice-president: Whose responsibility will be to assist the President in all matters and to substitute for the President at such meetings and functions where the President is unable to attend. The Vice-President will be the President-Elect.

Secretary: Whose responsibility will be to record all minutes and fulfill any secretarial functions that are necessary in the activities of the association.

Treasurer: Whose responsibility will be the collection and deposit of income, administering disbursements, and performing accounting functions.

Section 2. The President may appoint additional ex-officio officers, including, but not limited to: Tournament Director, Webmaster and Round Robin Coordinators. These officers shall have the same voting privileges as elected officers.

#### **Article IV – Elections**

Section 1. The election of officers will be held in June or July of each year at a general membership meeting, to be held on a date set by the President.

Section 2. The officers elected will serve a one-year term beginning at the election of officers.

Section 3. The officers to be elected shall be as follows: Vice-president, Secretary, and Treasurer. Should one of these offices become vacant for any reason, then the remaining officers shall nominate another member to fulfill the vacancy and a special meeting of the general membership will be held to confirm the nominee.

Section 4. The office of President shall not be an elected position, as the Vice-President shall automatically assume the office of President at the general meeting held for the purpose of election of officers.

#### **Article V – Boards, Committees**

Section 1. The President may establish Boards and Committees as needed. The President shall nominate the members to those Boards and Committees, but the nominees must be approved by a majority vote of the officers.

Section 2. Board and Committee members shall serve from the time of appointment until the next general election.

#### **Article VI – Meetings**

Section 1. A general membership meeting for the purpose of the election of officers will be held annually on the last Saturday in June or on the first Saturday in July, at the discretion of the President. The general meeting may be rescheduled, if necessary, but must be approved by a majority vote of the officers.

Section 2. Additional meetings of the general membership may be called by the President at those times deemed necessary.

Section 3. The President shall give the members ample notice of all general meetings.

Section 4. Meetings of officers or any board or committee shall be held as deemed necessary.

Section 5. Any member in good standing may attend any board or committee meeting; but must notify the President of their wish to receive notice of such meetings.

#### **Article VII – Miscellaneous**

Section 1. The Association will sponsor an annual tournament in the tradition started by our founder, Eleanor Owens.

Section 2. Changes to this constitution may be made by submitting recommendations in writing to any officer of the Association. These recommendations, if approved by the officers, will be submitted to the general membership to be voted upon. A majority vote of those present is necessary to change the constitution.

HIGHLAND PARK TENNIS ASSOCIATION  
Effective July 1, 2007