

# BYLAWS OF TEAMDC Basketball

## Article 1 – Name and Location

1.01 The name of this organization is TeamDC Basketball. The organization operates in the Washington, DC metropolitan area. Its postal address is P.O. Box 11103, Washington, DC 20008.

## Article 2 – Purpose

2.01 The purpose of TeamDC Basketball is to encourage and support involvement in basketball within the Lesbian, Gay, Bisexual, and Transgender (LGBT) and broader community in the Washington, DC metropolitan area. TeamDC Basketball will foster an environment in which basketball is a fun and exciting means of fellowship. TeamDC Basketball will strive to promote excellence, integrity, and good sportsmanship.

2.02 To further these purposes, TeamDC Basketball will provide opportunities for participation in basketball by the LGBT community through “open gyms” (i.e., play sessions open to the public, subject to conditions and fees set by TeamDC Basketball), leagues, and tournaments, whether local, regional, national, or international.

2.03 The primary purpose of TeamDC Basketball shall be to run open gyms, so as to provide a space to bring together a community with the common interest of playing basketball in an LGBT-friendly environment.

## Article 3 – Participants and Participation

3.01 **Membership** – Individuals may become members of TeamDC Basketball upon complying with the terms and conditions for membership set forth in this article. Membership is not required for participation in open gyms sponsored by TeamDC Basketball. Membership is not required, although members may be given preference, for participation in any league or tournament teams sponsored by TeamDC Basketball, or in other events sponsored by TeamDC Basketball.

3.02 **Becoming a member** – To become a member of TeamDC Basketball, an individual must (a) complete the required application form; (b) sign the required waiver; (c) pay the required annual membership fee in full; and (d) have his or her application approved by the Membership Chair.

(a) **Application form** – The Membership Chair shall maintain a membership application form that collects information about the applicant.

(b) **Waiver** – The Membership Chair shall maintain a waiver form, to be signed by the applicant, waiving claims against TeamDC Basketball for all claims resulting from his or her participation in activities and events sponsored by TeamDC Basketball.

(c) **Fee and term** – The Executive Board may impose an annual membership fee, which will entitle the individual to membership for one year. A member’s annual term is measured from the date payment in full is received, and is subject to suspension or expulsion as set forth in these bylaws. The Board may change the fee at any time for incoming members, with no retroactive effect on paid members.

(d) **Approval** – The Membership Chair shall approve or reject all applications for membership. The Executive Board retains the authority to direct the Membership Chair to reject an applicant for membership.

3.03 **Powers** – Members do not have the decisional authority vested in the Executive Board, but any member may request the Board to vote on a specific proposal at any time, or request that the Board open a decision to a vote of the full membership or a group of members. If the Board opens a decision to a vote of the full membership or any group of members, a majority or plurality among the voting members will decide any such vote.

### 3.04 **Discipline**

(a) **Of members** – Membership in TeamDC Basketball is a privilege, and the privilege is conditioned upon compliance with these bylaws and other conditions established by the Executive Board. Members are subject to probationary periods, suspension, or expulsion for noncompliance. The Executive Board has authority to discipline members for conduct detrimental to the organization, and the Board has absolute discretion to determine what constitutes conduct detrimental to the organization. The following conduct always will be considered detrimental if occurring at open gym or other events sponsored by TeamDC Basketball:

- (1) Fights or physical assaults
- (2) Threats and verbal assaults, even if they do not result in a fight or other physical altercation
- (3) Verbally abusive behavior directed at others
- (4) Illegal use of controlled substances

(b) **Of nonmembers** – Nonmembers participating in open gyms and other events sponsored by TeamDC Basketball are guests only, and shall have no right to continued participation in those events if their presence is disruptive. The Executive Board may ban an individual from TeamDC Basketball events, either temporarily or permanently, for conduct detrimental to the organization.

#### (c) **Procedure**

(1) **Charges** – Any Executive Board member may propose that a member or nonmember be disciplined by raising the charges at a Board meeting. A special Board meeting may be called for this purpose. In addition, any member may request that the Board take disciplinary action against a member or nonmember by filing a written statement describing the detrimental conduct.

(2) **Investigation and decision** – The Executive Board will discuss the charges, and investigate to ascertain the facts. The charged member and others may be interviewed.

The Board will reach a decision and notify the charged member of its decision. Any discipline imposed will take effect unless the member appeals.

- (3) **Appeal and hearing** – The charged member may appeal the Executive Board’s decision by asking the Board to stay its decision and reconsider the charges and evidence. The Board within one week must convene a hearing, at which the charged member must appear. New evidence may be considered at the hearing. After the hearing, the Board will decide whether to modify or rescind the discipline originally imposed, and notify the member of its decision.

#### **Article 4 – Executive Board**

4.01 **Authority** – TeamDC Basketball shall be governed by an Executive Board. Subject to the limitations imposed by law or contained in these bylaws, the activities and affairs of TeamDC Basketball shall be conducted and all powers of the organization shall be exercised by or under the direction of the Board.

4.02 **Number and qualifications** – The Executive Board shall consist of a minimum of five and a maximum of nine members of TeamDC Basketball.

4.03 **Election and term** – The members of the Executive Board shall be elected by the current members of the Board at the Annual Board Meeting to serve for a term of two years, commencing upon election.

4.04 **Resignation, vacation, or removal of Board member** – Any member of the Executive Board may resign by giving notice to the Secretary of the Board. The Board may declare vacant the office of any Board member who has been declared to be of unsound mind or who has abandoned the office by failing to attend Board meetings for three consecutive months. Any Board member may be removed for good cause if the removal is approved by a majority of the other members of the Board. Departing Board members shall be provided with a written exit interview questionnaire maintained by the Secretary, and shall be invited to participate in an oral exit interview with the Board. Any vacancy of a Board seat may be filled for the remainder of the vacant Board member’s term by special election by the Board.

4.05 **No compensation** – The members of the Executive Board shall not receive compensation from TeamDC Basketball for activities related to their service on the Board. Board members shall not accept any money or any other thing of value from anyone for their personal account for doing anything related to their service on the Board.

4.06 **Meetings** – The Executive Board shall call their own meetings, but must meet a minimum of six times per year. The Board must hold an Annual Board Meeting in November for the purposes of electing Board members to vacant Board seats, if any. Meetings are governed by the most recently revised edition of *Robert’s Rules of Order*.

4.07 **Decisionmaking and voting** – The Executive Board makes decisions by majority vote of the Board members eligible to vote. In the event of a tie, the decision of the Chair or Co-chairs prevails. All votes require a quorum, which is a majority of the Board members currently serving. There is no voting

by proxy. Votes may be taken at any time or place. The Board may open decisions to the vote of the full membership or a group of members, on its own initiative or on request of a member. If requested by a member to open a decision to vote of the full membership or a group of members, the Board shall vote on whether to honor such request and report its decision to the requesting member.

#### 4.08 **Offices and Officers of the Board**

(a) **Offices** – The Executive Board consists of nine offices:

- (1) Co-chair (known as Chair when there is no Co-chair)
- (2) Co-chair
- (3) Secretary
- (4) Treasurer
- (5) Social and Community Director
- (6) Sponsorship Director
- (7) Fundraising Director
- (8) Membership Director
- (9) Communications Director

(b) **Officers** – Each member of the Executive Board shall be the officer in charge of one of the nine Board offices. Nomination of officers shall be made from among the Board members. Following the nomination of candidates, the Board (excluding the nominated member) shall vote from among the nominees for each office. The person receiving the largest number of votes shall be elected to the office. In the case of a tie, the decision of the Chair or Co-chairs prevails. In the case of a tie vote for Chair or Co-chairs, the tie shall be broken by the outgoing Chair or Co-chairs. Board members, if fewer than nine at any time, may assume the duties of more than one office until such time as a new Board member is elected to fill the vacant role.

(c) **Duties**

- (1) Chair – Functions as president of TeamDC Basketball. Presides over all meetings of the Executive Board; has signing authority for all contractual matters involving TeamDC Basketball; has power to purchase and spend on behalf of TeamDC Basketball as directed by the Executive Board; is responsible for maintaining organization's website, bank accounts, and post office box; obtains facilities for open gym; coordinates involvement of members in leagues and tournaments; organizes tournaments sponsored by TeamDC Basketball.
- (2) Co-chair – Duties are coextensive with those of Chair.
- (3) Secretary – Records all votes and minutes of Executive Board meetings; keeps all TeamDC Basketball records and documents; issues all required Board reports.
- (4) Treasurer – Oversees TeamDC Basketball funds; shares responsibility for maintaining organization's bank accounts; shares power to purchase and spend on behalf of TeamDC Basketball as directed by the Executive Board; keeps adequate and correct records of the organization's properties and business transactions; develops budget and business plan for each fiscal year; prepares financial reports.
- (5) Social and Community Director – Develops and conducts social activities of such frequency and variety as to enhance communication and friendship among all TeamDC Basketball members and our associates; coordinates outreach and community service activities.

- (6) Sponsorship Director – Initiates and develops relationships with businesses and individuals for the purpose of enhancing the reputation of TeamDC Basketball and soliciting financial and other assistance for TeamDC Basketball operations.
- (7) Fundraising Director – Develops and conducts an active fundraising program for TeamDC Basketball; schedules and supervises all fundraising events and activities for the benefit of TeamDC Basketball; recruits and schedules volunteers to assist with fundraising activities; coordinates with the Treasurer to ensure fundraising goals are aligned with business plan.
- (8) Membership Director – Maintains all member information and records, including records of member fee payments and expiration dates; develops and executes strategies for attracting and retaining members; responds to inquiries by potential members and other persons expressing interest in activities of TeamDC Basketball; notifies members of expiration dates and renewal fees; generates ideas for and obtains benefits to be offered to members; assists members in understanding terms, conditions, and benefits of membership by producing and distributing a membership booklet; oversees collection of fees from members and nonmembers at open gyms.
- (9) Communications Director – Produces and submits information, articles, and advertisements for distribution and publication in media, both proactively and in response to requests; acts as spokesperson for TeamDC Basketball.

The duties described above are illustrative only. In addition to the duties described above, officers shall have all the powers and duties necessary to the effective functioning of their office.

- (d) **Delegation to committees** – Officers may delegate their responsibilities to committees, which the officer shall participate in and oversee. Committee members are not members of the Executive Board. The following is a nonexclusive list of committees that may be formed:

- (1) Tournament committee [Chair or Co-chairs]
- (2) Administration committee; Historian [Secretary]
- (3) Finance committee [Treasurer]
- (4) Social committee; Community service committee [Social and Community Service Director]
- (5) Sponsorship committee [Sponsorship Director]
- (6) Fundraising committee [Fundraising Director]
- (7) Member recruitment and retention committee; Open gym administrator [Membership Director]
- (8) Public relations committee [Communications Director]

The composition and structure of each committee shall be reported to the Board.

## **Article 5 – Assets**

5.01 **No private benefit** – No part of the assets of TeamDC Basketball shall inure to the benefit of any individual except to the extent that he or she is receiving a proportional share of benefits authorized by the Executive Board in furtherance of the organization’s purposes.

5.02 **Loans** – Funds of TeamDC Basketball shall not be used for personal loans to members, and shall not be used for loans to other organizations or enterprises without specific approval of the Executive Board. Nothing in the aforesaid prohibition of loans shall prevent advances or prepayments to members toward expenditures included in approved budgets or otherwise approved by the Board.

#### **Article 6 – Contracts**

6.01 All contracts, agreements, or orders pertaining to the conduct of administrative or social activities sponsored or funded by TeamDC Basketball shall be entered into in the name of “TeamDC Basketball.”

6.02 All contracts or instruments of financial obligation entered into in the name of TeamDC Basketball must have the approval of the Executive Board. The Chair or Co-chairs act on behalf of TeamDC Basketball and enter into contracts or execute instruments in the name of TeamDC Basketball, but they may delegate to any Board member the authority to act on behalf of TeamDC Basketball and enter into a contract or execute an instrument in the name of TeamDC Basketball in specific instances. No other person shall have any power or authority to bind TeamDC Basketball by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or any amount.

#### **Article 7 – Waivers**

7.01 No person shall participate in any TeamDC Basketball-sponsored sport or other activity with a substantial risk of injury without first signing a written waiver of any claims against TeamDC Basketball resulting from such injury. The Executive Board, however, may waive the requirement for specific activities when enforcement would be impracticable, or where its necessity is reduced by the interposed liability of another organization, business, or facility.

#### **Article 8 – Fundraising and Sponsorship**

8.01 **No unauthorized solicitation** – All solicitation of funds, donations, discounts, rebates, services, or sponsorship for TeamDC Basketball functions or activities and all participation of members in fundraising activities to benefit such functions or activities shall have prior approval of the Fundraising Director or Sponsorship Director, as relevant, or of the Executive Board if the relevant office is vacant.

8.02 No solicitations of funds or other fundraising to benefit organizations, individuals, campaigns, or causes outside TeamDC Basketball shall be conducted in conjunction or association with TeamDC Basketball funds or activities, or with the use of TeamDC Basketball’s name, without prior approval of the Executive Board.

#### **Article 9 – Annual Report**

9.01 The Executive Board shall produce an annual report for distribution to the public in January every year.

#### **Article 10 – Dissolution**

10.01 The organization may be dissolved by vote of the Executive Board. On dissolution of the organization, if all properties, assets, and obligations of TeamDC Basketball have a net value of more than \$5,000, they shall be distributed and paid over to the members, in equal shares. If the net value is \$5,000 or less, or if a member cannot be located or does not accept his or her share, it shall be paid over to an organization dedicated to the same or similar purposes, provided that such organization is recognized as an organization exempt from federal income taxation under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

#### **Article 11 – Amendment of Bylaws**

11.01 These Bylaws may be amended by a two-thirds majority vote of the Executive Board.