

BYLAWS OF TENNIS COMPETITORS OF DALLAS

ARTICLE I – NAME

The name of this organization shall be Tennis Competitors of Dallas (TCD), a part of the Maureen Connolly Brinker Tennis Foundation, Inc. (MCB).

ARTICLE II – PURPOSE

The purpose of TCD, a not-for-profit organization, is to promote competitive tennis, good fellowship, and sportsmanship in accordance with these bylaws and the official rules of the USTA.

ARTICLE III – MEMBERSHIP

Section 1. Any player interested in the purpose of TCD and who is past his/her 21st birthday is eligible for membership. Any player past her 50th birthday is eligible for membership in the Love-50 Doubles League. Any player past her 60th birthday is eligible for membership in the Love-60 Doubles League.

Section 2. The boundary of TCD is a circle with a 25-mile radius with the center point being the North Dallas Tollway and Northwest Highway. Walnut Creek Country Club is the only exception to this boundary.

Section 3. Any facility that chooses to participate in TCD may not refuse a TCD member from TCD match play at its facility.

Section 4. Acceptance of a player's application to play in TCD relieves of liability of any kind: the Maureen Connolly Brinker Tennis Foundation (MCB), TCD (its directors, officers and representatives of both), all public and private tennis facilities and any other entity sponsoring TCD.

Section 5. By making application to play in TCD, each person, on behalf of himself/herself and his/her heirs and legal representatives, releases and forever discharges MCB and TCD (its directors, officers and representatives of both), all public and private tennis facilities, and sponsors, from any and all claims, demands, and injuries, however arising, whether caused by the negligent or intentional acts of MCB and TCD and its representatives or other sponsoring entities, or by third parties, which injuries may be in any way related to his/her activities while participating in TCD matches and any period traveling to and from TCD matches, and all such claims are hereby waived and released, and such persons covenant not to sue therefore. By making application to play in TCD, such persons thereby agree to indemnify and hold harmless MCB and TCD.

Section 6. The TCD membership list and online directory are the sole property of the organization and shall remain private. The list of members and their contact information may not be sold or distributed for any purpose, nor can TCD members use the list to solicit other members for any purpose. Violations are subject to sanctions by the TCD Board.

Section 7. The Board may choose to provide information about non-TCD events and activities in TCD publications, on its website, or in other communications, provided the event or activity is in line with the purpose of the TCD organization.

ARTICLE IV – BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the elected Directors, the Parliamentarian, and the President of MCB who serves as a nonvoting advisory member. Any person receiving compensation from TCD shall be ineligible for any position on the Board.

Section 2. The Board shall have responsibility for the overall management of TCD. By the last regularly scheduled Board meeting of the calendar year, the outgoing Board will have established all major operating policies for the following spring league. The newly elected Board will carry out those policies and then establish policies for the

BYLAWS OF TENNIS COMPETITORS OF DALLAS

next fall and spring leagues. All committees and subcommittees, with the exclusion of Nominating, shall be subordinate to and under the general supervision of the Board.

[Section 3.](#) The Board must approve any projects sponsored by TCD.

[Section 4.](#) The Board may hire or appoint an executive secretary and others as determined by the Board. The duties and salaries of those hired or appointed shall be as prescribed by the Board each year.

[Section 5.](#) A Director failing to attend more than two (2) Board meetings during the year shall be subject to review by the Board.

[Section 6.](#) A Director shall be subject to removal from the Board by a two-thirds (2/3) vote of the remaining Directors for failure or malfeasance in the performance of his/her duties.

ARTICLE V – DIRECTORS

[Section 1. ELECTED DIRECTORS](#) The elected Directors of TCD shall be the following: Presiding Director, Communications Director, Financial Director, Ladies Doubles Director, Love-50/60 Doubles Director, Membership and Awards Director, Mixed Doubles Director, Placement Director, Recording Director, Rules Director, Social Director, and Tournament Director.

[Section 2. ELECTION OF DIRECTORS](#)

A. SELECTION OF DIRECTORS

1. No more than two (2) voting members of the Board shall be affiliated with a playing facility (public or private.) A member's affiliation with a playing facility is to be based on where he/she is rostered at the time of election.
2. If an individual desires to interview to serve on the Board, he/she must be a member of TCD and in good standing with the organization.

B. NOMINATING COMMITTEE

1. A Nominating Committee of nine (9) shall be selected before the Fall Season of each year.
2. The Board shall approve the Nominating Committee.
3. The Parliamentarian shall serve as the nonvoting chairman of the Nominating Committee and shall be responsible for ensuring that the Nominating Committee membership conforms to the following requirements:
 - a. All committee members must be TCD members and in good standing with the organization. At least two (2) members from each of the four (4) leagues must be represented on the Nominating Committee.
 - b. Three (3) geographical areas will be determined by either one of two methods of division: west/central/east or north/central/south. A committee member shall be selected from each of the geographical areas.
 - c. The TCD Ladies Doubles League shall be equally divided into three (3) subgroups, determined by the number of flights; e.g. Flight Open A – Flight 5, Flight 6 – Flight 10, and Flight 11 – Flight 16. At least one committee member shall be selected from each of the three (3) subgroups.
 - d. No playing facility (public or private) shall provide more than one (1) member to the Nominating Committee.
 - e. A committee member may not serve on the Nominating Committee more than two (2) consecutive years.
 - f. The Parliamentarian shall solicit the general membership and Board Committees for volunteers.
4. No member of the Nominating Committee can be selected for a Director position.

BYLAWS OF TENNIS COMPETITORS OF DALLAS

5. The Nominating Committee shall present the slate of Director nominees to the general membership at least two (2) weeks prior to the election.

C. ELECTION VOTING

1. The Parliamentarian shall present the slate of Director nominees to the general membership.
2. The Directors shall be elected by a majority vote of those present.
3. The Directors shall take office at the end of the last regularly scheduled Board meeting of the calendar year in which they are elected.

Section 3. DIRECTOR VACANCIES Vacancies in the Board due to resignation or removal shall be filled by the Board for the balance of the term of the Director being replaced. In filling vacancies for unexpired terms, a Director who served more than half a term in an office is considered to have served a full term. A Director who has served less than half a term in an office is not considered to have served a full term and not subject to limitation of Article V., Section 4., D.

- A. The Parliamentarian shall solicit candidate nominees from either Board recommendations or published or electronically distributed notification to membership.
- B. The Parliamentarian and Presiding Director shall conduct interviews with candidates and present a recommendation to the Board for approval.
- C. The Board shall appoint a candidate by majority vote.
- D. In filling the vacancy of Presiding Director, the same procedure will be followed as above, except, the Parliamentarian and a Board designated Director shall conduct interviews. The designated Director must have served on the Board for one (1) fiscal year.

Section 4. TERM OF OFFICE

- A. A Director's term is defined as one (1) fiscal year. The fiscal year begins after the December joint Board meeting and continues until the next year's December joint Board meeting.
- B. No Director shall hold more than one (1) office at a time, nor serve more than two (2) consecutive terms in any office except if elected Presiding Director.
- C. To serve as Presiding Director, the nominee must have served on the Board for one (1) fiscal year.
- D. A Director who has completed two (2) consecutive terms or a Director who is rotating off of the Board after one (1) term is not eligible for nomination to the Board for a period of two (2) years except if elected Presiding Director.
- E. After serving as Parliamentarian, the Director is not eligible for nomination to the Board for a period of two (2) years.

Section 5. DUTIES OF THE DIRECTORS AND THEIR COMMITTEES

A. PRESIDING DIRECTOR

1. The Presiding Director shall preside at all TCD Board and general membership meetings and may choose to attend and observe any Committee meetings. The Presiding Director shall coordinate the activities of the Board;
2. Shall appoint, with the approval of the Board, chairmen for all special committees;
3. Shall represent TCD at meetings of other tennis associations whenever necessary;
4. Shall serve as Parliamentarian for the year immediately following his/her term as Presiding Director.

B. COMMUNICATIONS DIRECTOR

1. The Communications Director and Committee shall produce all news for TCD via e-news and the TCD website;
2. Shall be responsible for overseeing social media;
3. Shall be responsible for the general publicity of TCD;
4. Shall keep a copy of TCD communications, past and present.

BYLAWS OF TENNIS COMPETITORS OF DALLAS

C. FINANCIAL DIRECTOR

1. The Financial Director shall serve as Treasurer;
2. Shall receive all monies of TCD and deposit in the name of TCD with such banks or financial institutions that the Board shall designate;
3. Shall disburse funds with approval of the Board and keep itemized accounts of the receipts and disbursements;
4. Shall prepare monthly financial reports for Board review and file for audit with TCD's CPA;
5. Shall ensure all insurance policies and professional dues are kept current and in good standing;
6. Shall be the authorized check signer along with the Presiding Director and the Parliamentarian;
7. Shall prepare and present a proposed budget to the Board for approval. The approved budget will be presented to the membership at the first general membership meeting of the fiscal year;
8. Shall review and consider any special request from the Board for distribution of TCD funds to charitable organizations, scholarship programs, sponsorship of deserving junior players, purchase of equipment, or any other financial matter;
9. Shall ensure a minimum of \$2.00 per member be paid to MCB at the end of each year after all TCD expenses and charitable obligations have been paid.

D. LADIES DOUBLES DIRECTOR

1. The Ladies Doubles Director shall be responsible for the coordination of all activities involving the TCD Ladies Doubles League;
2. Shall coordinate and manage the Ladies Doubles Flight Coordinators (the Committee) who will assist the captains with questions/problems within their assigned flight. Flight Coordinators will also be responsible for correcting any score discrepancies in their flight;
3. Shall communicate with the Flight Coordinators and Captains regarding important dates and information before and during the season;
4. Shall oversee score corrections on a weekly basis and confirm that all information is correct at the end of the season.

E. LOVE-50/60 DOUBLES DIRECTOR

1. The Love-50/60 Doubles Director shall be responsible for the coordination of all activities involving the TCD Love-50 Doubles League and Love-60 Doubles League;
2. Shall coordinate and manage the Love-50 Doubles and Love-60 Doubles Flight Coordinators (the Committee) who will assist the captains with questions/problems within their assigned flight. Flight Coordinators will also be responsible for correcting any score discrepancies in their flight;
3. Shall communicate with the Flight Coordinators and Captains regarding important dates and information before and during the season;
4. Shall oversee score corrections on a weekly basis and confirm that all information is correct at the end of the season.

F. MEMBERSHIP AND AWARDS DIRECTOR

1. The Membership and Awards Director shall keep an updated number of TCD members;
2. Shall, with Committee, publish and distribute the Handbook;
 - a. Receive no fewer than two (2) bids for the Handbook to be submitted to and approved by the Board;
3. Shall maintain the online directory;
4. Shall select, purchase with Board approval, and present all end of season awards.

G. MIXED DOUBLES DIRECTOR

1. The Mixed Doubles Director shall be responsible for the coordination of all activities involving the TCD Mixed Doubles League;
2. Shall coordinate and manage the Mixed Doubles Flight Coordinators (the Committee) who will assist the captains with questions/problems within their assigned flight. Flight Coordinators will also be responsible for correcting any score discrepancies in their flight;

BYLAWS OF TENNIS COMPETITORS OF DALLAS

3. Shall communicate with the Flight Coordinators and Captains regarding important dates and information before and during the season;
 4. Shall oversee score corrections on a weekly basis and confirm that all information is correct at the end of the season.
- H. PARLIAMENTARIAN
The immediate past Presiding Director shall be the Parliamentarian, a nonvoting member of the Board, and shall see that the Robert's Rules of Order, Newly Revised are followed at all meetings. And shall, with the Rules Director, keep the TCD Bylaws updated.
- I. PLACEMENT DIRECTOR
1. The Placement Director shall schedule and conduct the Placement Committee meetings;
 2. Shall create the TCD calendar, making every effort to not conflict with USTA or any other tennis league;
 3. Shall, with Website Administrator, update new and returning team forms, and provide new teams with the information/forms to join a TCD league;
 4. Shall, with Committee, follow the guidelines for team movement, schedule placement matches, and provide accurate information on the TCD website.
- J. RECORDING DIRECTOR
1. The Recording Director shall act as recording secretary and distribute to all Directors a copy of the minutes of all Board meetings and general membership meetings for review and approval;
 2. Shall act as corresponding secretary;
 3. Shall be responsible for determining a quorum of the Board;
 4. Shall reserve facilities for next year's Captains' Meetings.
- K. RULES DIRECTOR
1. The Rules Director and Committee shall be responsible for formulating and updating the TCD League Rules with Board approval;
 2. Shall determine if the TCD Rules, USTA Rules, or "The Code" (a handbook of ethics and fair play) have been violated and shall invoke penalties upon violators;
 3. Shall be certain league rules are updated on the TCD website;
 4. Shall act accordingly to complaints regarding facilities and approval of playing sites;
 5. Shall keep an up to date list of any rule or suggested amendment changes made by the Board;
 6. Shall, with the Parliamentarian, keep the TCD Bylaws updated.
- L. SOCIAL DIRECTOR
The Social Director and Committee shall make arrangements for a meeting facility and entertainment for all Ladies Doubles, Love-50 Doubles, and Love-60 Doubles League social events and December joint Board meeting.
- M. TOURNAMENT DIRECTOR
The Tournament Director and Committee shall be responsible for the arrangements for advertising, promoting, receiving the entries, reserving courts, obtaining balls, and manning the playing sites for all Ladies Doubles, Love-50 Doubles, and Love-60 Doubles League tournaments sponsored by TCD.

ARTICLE VI – COMMITTEES

Section 1. SELECTION OF COMMITTEE MEMBERS

- A. The Ladies Doubles, Love-50/60 Doubles, and Mixed Doubles Directors shall select Flight Coordinators as committee members. Directors shall determine number of Flight Coordinators needed.

BYLAWS OF TENNIS COMPETITORS OF DALLAS

- B. Membership and Awards, Communications, Tournament, and Social Directors may have committees with up to five (5) members.
- C. Placement and Rules Committees may have no more than two (2) persons, including the Director, from any one facility serving on the same committee.
- D. Financial and Recording Directors do not require committee members.
- E. Committee Members
 1. All Committee Members must be TCD members in good standing with the organization.
 2. Committee membership shall consist of persons who have volunteered or have been recommended to the Director.
 3. These members shall be drawn from a variety of geographical areas and levels of play.
 4. Members may serve on a maximum of two (2) Committees.
 5. No current Board Member may serve as a Committee member.
- F. The Board shall approve the composition of these committees.

Section 2. COMMITTEE PROCEDURES

- A. A majority of the members of the committee shall constitute a quorum.
- B. Each committee may fix its own rules of procedure, including provision for notice of its meetings.
- C. Each committee shall act by majority vote of the quorum present at the meetings.
- D. The action taken by each committee shall be recorded, permanently filed, and passed to the newly elected Director.
- E. All proposed committee action is subject to approval by the Board.

ARTICLE VII – MEETINGS AND QUORUMS

Section 1. MEETINGS AND QUORUM OF GENERAL MEMBERSHIP

- A. A minimum three (3) regular general membership meetings shall be held each fiscal year, directly before each season and at the conclusion of the fall season.
- B. The Presiding Director shall call special general membership meetings, if needed.
- C. Notification of any general membership meeting will be published and/or electronically distributed to all members at least two (2) weeks prior to the meeting.
- D. Those present at a duly called general membership meeting shall constitute a quorum.

Section 2. MEETINGS AND QUORUM OF THE BOARD

- A. The Board shall meet at least nine (9) times during the fiscal year. At the discretion of the Presiding Director video conferencing may be used.
- B. A quorum of the Board shall consist of two thirds (2/3) of the Directors, which shall be determined by the Recording Director.

BYLAWS OF TENNIS COMPETITORS OF DALLAS

ARTICLE VIII – VOTING

Section 1. Each TCD member shall be entitled to one (1) vote on each matter submitted to a vote at a general membership meeting. A majority vote of those present and voting shall control. Proxies shall not be permitted.

Section 2. Each Director shall be entitled to one (1) vote on matters decided by the Board. A majority vote shall control. Proxies shall not be permitted.

ARTICLE IX – MEMBERSHIP DUES, LEAGUE FEES, OTHER INCOME and LOGO

Section 1. League fees shall be determined by the Financial Director and approved by the Board.

Section 2. All TCD sponsored events, unless otherwise published, are exclusive to members only. The TCD Board of Directors will determine whether guests may attend an event and will approve any guest fees.

Section 3. No special assessments upon members may be made by this organization, but special projects may be undertaken to raise extra funds.

Section 4. The Board may choose to accept sponsorships for TCD events and activities. The Board must approve potential sponsorships prior to the event or activity.

Section 5. The TCD Logo is the sole property of TCD. Its use by anyone other than the TCD Board of Directors is strictly forbidden without prior permission from said Board.

ARTICLE X – GRIEVANCES

Should a dispute arise among members, the proper steps to take for filing a grievance are detailed in the TCD Rules Article VI. Rule/Sportsmanship Violations – Grievances.

ARTICLE XI – AMENDMENT OF BYLAWS

These bylaws can be amended at any regular general membership meeting of TCD by a two-thirds (2/3) vote of those members present and voting, provided such proposed amendments have been published and/or electronically distributed to all members at least two (2) weeks prior to the meeting.

ARTICLE XII – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert’s Rules of Order, Newly Revised shall govern TCD in all cases to which they are applicable and to which they are not inconsistent with these bylaws and any special rules of order TCD may adopt.

ARTICLE XIII – CONSTRUCTION OF BYLAWS

In constructing these bylaws, whenever the context so requires, the masculine shall include the feminine, and the singular shall include the plural, and conversely.

Revised January 2019