BYLAWS

DAKOTA TERRITORY CURLING ASSOCIATION

Section 1 – Name

The name of this association shall be “Dakota Territory Curling Association,” sometimes referred to herein as DTCA or Association.

Section 2 – Purpose

The DTCA has been formed and is maintained to:

1. Promote the sport of curling and represent all curling organizations in North Dakota, South Dakota, and Montana.
2. Maintain friendly relations and affiliations with the United States Curling Association (USCA) and the North Dakota Curling Foundation.
3. Represent North Dakota, South Dakota, and Montana curlers in USCA discussions.
4. Conduct, manage, and operate all state competitions that lead to USCA sanctioned championships and other competitions sponsored by the DTCA.

Section 3 – Definitions

1. Curler – any amateur athlete, coach, trainer, manager, administrator, or official active in the sport of curling.
2. Curling Club – a group of curlers sharing a common curling facility.
3. Member Club – any curling club accepted into membership in the DTCA.
4. Individual Member – any curler who belongs to a member club.
5. USCA – United States Curling Association
6. Board of Directors – See Section 10
7. Executive Committee – See Section 11

Section 4 – Membership

1. Membership in the DTCA shall be open to any curling club in the State of North Dakota, South Dakota, or Montana that is a member of the USCA, who has twenty or more individual members, and which has an indoor ice facility that is being actively used for curling. Its facility must not be shared by another member club. Exceptions may be granted by the Executive Committee.
2. Each member club shall:
	1. Adhere to the rules of play adopted by the USCA and the DTCA;
	2. Support in word and action the policies, goals, and programs of the DTCA and the USCA;
	3. Accept individual members without regard to race, color, religion, age, sex, or national origin; and
	4. Pay annual membership fees set by the Board of Directors of the DTCA.
3. The procedure for applying for club membership shall be:
	1. Written application for membership shall be DTCA made to the secretary of the at least thirty days prior to the regularly scheduled meeting of the DTCA.
	2. The application shall contain:
		1. The name of the applicant club;
		2. a statement affirming that the club is a member of the USCA;
		3. a request for membership into the DTCA and a statement that the applicant club will actively participate in and support the SDTCA and abide by its rules;
		4. applicable DTCA fees; and
		5. other such information as the DTCA my require.
4. The election to membership shall be by the affirmative vote of a majority of the Board of Directors voting at the next regularly scheduled meeting of the DTCA or by a majority of the Executive Committee at a scheduled meeting, subject to confirmation at the next meeting of the Board.
5. Any member club may withdraw from the Association by filing a written notice with the secretary. Such resignation shall not relieve the club of unpaid obligations to the DTCA.
6. Former member clubs may seek reinstatement in the Association. Such requests must be in writing and filed with the secretary. Provided that all unpaid obligations to the Association have been paid, the Executive Committee of the Board of Directors may, by an affirmative vote of three-fourth of those voting, reinstate such former club member. The Executive Committee may establish other terms and conditions as it deems appropriate.

Section 5 – Bill of Rights

Eligibility rules for state events leading to USCA sanctioned national events are established by the USCA and related appeals shall be made to the USCA.

On DTCA matters, the Association provided equal opportunity to amateur athletes, coaches, trainers, managers, administrators, and officials to participate in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin.

Section 6 – Grievance Procedure

On matters not governed by the USCA, any individual member who feels that he or she has been wronged in the interpretation of the DTCA’s rules or bylaws has the right to seek relief in the following manner:

1. For complaints involving eligibility in an upcoming competition, the complainant shall submit a written complain to the secretary of the Association stating clearly the grievance and all the facts relating thereto. Said complaint must be received by the secretary at least three full days prior to the start of the involved competition.
2. The written complaint will then be submitted by the secretary to the Executive Committee for review and ruling.
3. For complaints involving eligibility, a written decision shall be present to the complaining member within at least 24 hours prior to the start of the subject competition. For all other issues, written decisions shall be issues within sixty days of the date that the written complaint if received by the secretary.

Section 7 – Dues

Each member club shall pay annual dues in an amount established by the Board of Directors. Annual dues shall be paid to the treasurer of the DTCA on or before January 15 of each year. Documentation accompanying the dues payment shall be in the form prescribed by the Board of Directors.

Section 8 – Dividends

No dividends shall be paid and no part of the income of the DTCA shall be distributed to its members, directors, or officials. The DTCA may, however, pay compensation in a reasonable amount to member clubs, directors, or officers for services render and may confer benefits in conformity with its purposes.

Section 9 – Meetings

1. The DTCA shall meet in the spring and the fall of each year at a time and place designated by the Executive Committee to conduct such business as may properly come before it. Special meetings may be called by the president or any officer directed to do so by five member clubs. Meetings may be held in person or via conference call.
2. Notice of regularly scheduled meeting shall by mailed (electronically and/or by U.S. mail) at least twenty days prior to the meeting to the president of record of each member club; twenty-day notice does not apply to special meetings. The notice of special meetings shall state the purpose to which the meeting is called.
3. The presence of representatives of five eligible member clubs shall constitute a quorum for the transaction of business at all DTCA meetings. All votes must be cast by members of the Executive Committee and up to two individual members of the member club; no proxy voting shall be permitted. Members of the Executive Committee may not cast votes on behalf of the club they represent. Member clubs are not entitled to vote if they are not a member in good standing with the Association. The president shall vote only when necessary to break tie votes.

Section 10 – Board of Directors

The Board of Directors shall control and manage the affairs of the Association. The Board of Directors shall be compromised of members of the Executive Committee and two directors from each member club. Clubs are encouraged to elect/appoint directors that will regularly attend Board meetings and thereby facilitate continuity at such meetings.

Section 11- Executive Committee

The Executive Committee shall consist of the president, vice president, secretary, treasurer, immediate past president, and the DTCA representatives to the USCA Board of Directors. The president shall have the right to appoint additional non-voting members as she or she deems necessary to enable the committee to carry out its functions as effectively as possible.

The attendance of at least three voting members shall be required for the committee to conduct business. The committee shall have and exercise all the authority of the Board of Directors during the interim between meetings of the Board of Directors. The vote of a majority of the members present shall govern with respect to any proposal. The actions of the Executive Committee shall be reported to the Board of Directors at its next meeting. Actions of the Executive Committee may be rescinded by a majority vote of the Board.

Members of the Executive Committee shall, at the request of the president, chair committees created by the president or the Executive Committee (committee on finance, competitive curling, members, and promotions, etc.).

Section 12 – Officers

Officers shall be elected for a term of two years at the spring meeting in even numbered years. Officers elected will be the president, vice president, secretary, and treasurer. The officers of secretary and treasurer may be combined at any election at the discretion of the Board of Directors.

A vacancy in any officer for any reason may be filled by the Executive Committee for the unexpired term. A vote of at least four of the voting members of the Executive Committee is required to fill vacancies. Any officer or agent of the DTCA, whether elected or appointed, may be removed by the Board of Directors whenever, in its judgement, such a removal would best serve the interests of the Association.

President – The president shall be the principle executive officer of the Association and shall supervise and control all its business and affairs. The president shall preside at all meetings of the Board of Directors and the Executive Committee. The president may execute any contract, agreement, or instrument necessary to conduct the business of the Association and in general shall perform all duties as may be prescribed by the Board of Directors.

Vice President – In the absence of the president or in the event of his or her inability or refusal to act, the vice president shall perform the duties of the president, and when so acting shall have the powers of and be subject to all the restrictions upon the office of the president. The vice president shall perform such other duties as may be prescribed by the president or the Board of Directors.

Secretary – The secretary shall keep the minutes of the Board of Director and Executive Committee meetings and keep them in one or more books provided for that purpose. The secretary shall also see that all notices are given in accordance with the provisions of these bylaws or as may be required by law, be the custodian of the records of the Association, keep a record of the post office address of each member club and its officers, and in general perform all duties as may be assigned by the president or the Board of Directors.

Treasurer – The treasurer shall have charge and custody of and be responsible for all funds and securities of the Association, receive and give receipts for monies due and payable to the Association, and deposit all such monies in the name of the Association in such banks, trust companies, or other depositories as shall be selected by the Executive Committee. The treasurer shall also perform all the duties incident to the office of treasurer and other such duties as may be assigned by the president or Board of Directors. If required by the Board of Directors, the treasurer shall be bonded for the faithful discharge of his or her duties. The size of the bond shall be in an amount deemed appropriate by the Board.

Section 13 – Books and Records

The Association shall keep correct and complete books and records of all accounts and shall also keep minutes of the proceedings of its Board of Director and Executive Committee. All books and records of the Association may be inspected by any individual member, or his or her agent, for any proper purpose at any time.

Section 14 – USCA Representation

The Board of Directors shall elect the number of representatives to which the Association is entitled on the USCA’s Board of Directors. These representatives shall serve three-year terms; this term shall, however, be subject to the elected representative remaining a member in good standing in the DTCA. USCA representatives shall notify the Board of Directors of all rule changes proposed and/or enacted by the USCA and to purpose rules specific to the DTCA.

Section 15 – Championships

Member clubs shall appoint a chairperson of each state championship to be hosted by them. This person is to be in charge of specific arrangements and shall serve as liaison to the Executive Committee. State chairperson positions shall be filled no later than August 1st of the year prior to the championship; the name of the chairperson shall be reported to the secretary of the Association and to the USCA if applicable, immediately upon appointment. The host club shall report to the Board of Directors at the Board’s next meeting following the championship.

Sections 16 – Amendments

These bylaws may be repealed or amended in whole or in part by two-thirds vote of the Board of Directors. However, no such changes shall be adopted unless the member clubs have been notified in writing of the subject of the proposed change by mail (electronically and/or by U.S. mail) at least twenty days prior to the meeting unless each such club not so notified executes a waiver of such notice.

Section 17 – Rules of Order

Should circumstances arise not covered by these bylaws, Robert’s Rules of Order, Revised shall apply. Should conflicts exist or arise between these bylaws and those of the USCA, these bylaws shall yield.

Section 18 – State-Sponsored Events

Youth U-14 Tournament – The Association may sponsor one or more tournaments for players who are under the age of 14 at the time of the event. Teams may be comprised of any combination of boys and girls. These events are intended to promote youth curling and competitive play. It is encouraged that as many team members as possible be from the same member club. All players must be a member of a club in good standing within the Association. The Executive Committee may grant variances to these rules.

High School Tournament – The Association may sponsor one or more high school tournaments for players who are in grade school, middle school, junior high, high school, or home school and are age 19 or younger at the time of the tournament. Teams may be comprised of all boys or all girls. These events are intended to promote youth curling and competitive play. It is encouraged that as many team members as possible be from the same member club. All players must be a member of a club in good standing within the Association. The Executive Committee may grant variances to these rules.

The Association may sponsor other such events as it deems appropriate to promote the sport of curling in North Dakota, South Dakota, and Montana.

Adopted:

November, 2017

Mary Jaster – Secretary