

Florida Dart Association

Section II

BY-LAWS

Florida Dart Association By-Laws

ARTICLE I-Name

The name of the organization shall be the “Florida Dart Association”.

ARTICLE II-Definitions

- A. Whenever the initials “F.D.A./FDA” are used in these By-Laws, they shall mean the Florida Dart Association.
- B. “Board” shall mean that body described in Article VII.
- C. “Executive Board” shall mean President, Vice-President, Secretary, Treasurer, Membership Director, Tournament Director, State Team Director, Caribbean Cup Director, FDA Statistician, ADO Representative, Youth Director, Public Relations Officer and the CDO Representative.
- D. “Member” shall mean the entire body of an organization and/or association which has obtained membership in the FDA. Also may be referred to as an “Affiliated or Association Member”.
- E. “Individual Member” shall mean a person who has obtained membership in the FDA as an individual only.
- F. “Life Member” shall mean a person who has obtained an individual membership in the FDA for life.
- G. “Hall of Fame Member” shall mean an individual who by his actions has attained special achievements, outstanding efforts or made significant contributions to the sport of darts or to the FDA and has been recognized and given a Life Membership in the FDA.
- H. “Region” shall mean a designated geographical portion of the state, as defined by an association’s sphere of operation or influence.
- I. “Area Representative” shall mean one (1) person who has been granted the authority by a Member to represent such Member.
- J. As used in these By-Laws, the masculine gender shall be deemed to include feminine and the singular or plural number, whenever the context so indicates or implies.

ARTICLE III-Objectives

- A. To promote competitive English “Steel Tip” Darts within the State of Florida.
- B. To sanction tournament play according to Rules and Regulations in effect at the time of tournament play.
- C. Establish and maintain friendly, competitive relationships within similar organizations involved in the sport of English Darts.
- D. The F.D.A. shall be non-profit, non-political and a non-sectarian organization.

ARTICLE IV-Membership

- A. Membership is open to any Association or individual who evidences interest in the sport of English Darts. Membership is limited to the geographical State of Florida and defined by Article II, Section H.
- B. A membership shall be considered when the application for membership has been received by the Membership Director. The following must be included, in order to be considered: 1) Completed membership application, 2) Applicable fees as described in Article V, Section D. 3) A definition of geographical operating or “sphere of influence” area, and 4) Names and addresses (addresses not required at initial application) but must be forwarded to Membership Director within sixty (60) days of approval of all individual members of the association/league.
- C. All such applications are subject to review by the Board. Neighboring member associations must provide support for or objections to all applications prior to approval by the Board.
- D. Membership application is subject to approval by a two-thirds (2/3) majority vote of the Board at the next scheduled Board Meeting.
- E. Upon approval for membership, an Area Representative must be designated by the Member. It is the responsibility of all Area Representatives to provide current mailing address and phone number to the Secretary. All communications and notices will be forwarded to said address. The FDA is not responsible for “misdirected” mailings for those members that fail to keep the above information current.
- F. Individual weekend and annual memberships may be purchased at any FDA sanctioned tournament. The State of Florida Gaming Laws require that only members can collect monies awarded at an FDA sanctioned tournament or event. This is the purpose for such membership.
- G. Restrictions for Individual and Weekend Members.
 - 1. Championship points are awarded to individual and association annual members.
 - 2. No championship points are awarded to weekend members.
 - 3. Weekend members and individual annual members are not eligible to participate in the State Team Championship Event.
 - 4. Annual members are eligible to enter into the Super Shoot event.
 - 5. Individual and weekend members have no voting rights within FDA.
- H. Lifetime memberships can be purchased at any sanctioned FDA Tournament or directly from the Membership Director.

ARTICLE V-Membership Revocation/Disciplinary Action(s)

- A. An F.D.A. membership may be terminated or restricted by a simple majority vote of the Board.
- B. Any member who creates disharmony or behaves in a manner which is prejudicial to tournament order and discipline may be terminated or restricted.
 - 1. Any member found guilty of such conduct will be given a written warning.
 - 2. Continued display or outburst after a warning has been given is grounds for disciplinary action by the Board. Such action can result in probation, suspension or termination of membership.
 - 3. A second offense or unchanged behavior can result in expulsion from the FDA for a limited period of duration or life, as determined by the full Board.
 - 4. Appeals to the Board may be made at any time in the following manner.
 - a. A written explanation for such behavior must be forwarded to each individual member of the Executive Board thirty (30) days prior to a regularly scheduled Board meeting.
 - b. Personal appearance before the full Board to explain verbally such behavior. This appearance will be conducted at the meeting as “new business”.
 - c. A member expelled for “life” may apply for reinstatement after three years by securing signatures of fifty (50) members, then petitioning the Board. A reinstatement fee may be required.

ARTICLE VI-Membership Fees

- A. Membership and other FDA fees (i.e. state team entry fee) shall be established and subsequently revised by a two-thirds (2/3) majority vote of those Board members present at a Board meeting.
- B. F.D.A. membership fees shall be applicable for a period of one (1) year from the acceptance of the members’ applications as designated in Article IV, Section B.
- C. Fees for associations/leagues must be in check form (personal, league or cashiers) and forwarded to the Membership Director.
- D. All checks must be payable the Florida Dart Association.
- E. Fees are as follows:
 - 1. Association membership fees are payable according to the current sliding scale based on the number of members.
 - 2. Individual annual membership fee is \$24.00, prorated after June 1st and shall expire on December 31st. Restrictions apply per Article IV, Section F.
 - 3. Lifetime membership fee is \$100.00.
 - 4. Weekend fee is \$5.00 for Florida residents and \$1.00 for non-resident. Restrictions apply per Article IV, Section F.

ARTICLE VII-The Board

- A. The “Board” shall be comprised of the Executive Board and one Area Representative from each member association.
- B. The Executive Board shall be comprised of the President, Vice-President, Secretary, Treasurer, Membership Director, Tournament Director, State Team Director, Caribbean Cup Director, FDA Statistician, ADO Representative, Youth Director, Public Relations Officer and the CDO Representative.
- C. The following members of the Executive Board shall be elected for a period of two (2) years and shall take office at the annual workshop meeting.
 - 1. The positions of President, Secretary and Membership Director shall be elected in the odd numbered years.
 - 2. The positions of Vice-President and Treasurer shall be elected in the even numbered years.
- D. Offices of Tournament Director, State Team Director, FDA Statistician, ADO Director, Caribbean Cup Director, Public Relations Officer, Youth Director and CDO Representative will be filled by the Executive Board.
- E. These offices will be held on a two-year basis and appointed in the odd numbered years or as needed if vacancy occurs, except the Caribbean Cup Director who will be appointed in the even years.
- F. Vacancies in the Executive Board may be appointed by the President; providing that person has served on the Board. Vacancies of an Area Representative are to be filled by the Member association.
- G. A Board member automatically resigns when; without sufficient cause as determined by a majority of the Board of Directors, he fails to attend two Board meeting during the course of his term in office; provided such meetings are not scheduled within a period of thirty calendar days. Board meetings scheduled for the same tournament weekend shall be considered one meeting.
- H. Board members resigning as per Section G of this Article shall not be permitted to run for office at the subsequent election.
- I. Executive Board members may resign from office at any time during their term of office submitting a written notice to the Secretary; who will notify the remaining members of the Executive Board. Such resignation shall be effective immediately upon receipt of the notice.

ARTICLE VIII-Board Meetings and Quorum

- A. The Board shall meet four (4) times each year, approximately every three (3) months. These meetings will be held the same weekend as a tournament. The meetings date, time and location shall be determined by the President. The Secretary shall send written notification or telephone each Board member two (2) weeks prior to every meeting. Attendance shall be excused if written notice is received by the Secretary at least fourteen (14) days prior to the meeting.
- B. The Executive Board shall meet prior to each General Board meeting for the purpose of communication and discussion of association business. This is for information sharing and will not involve voting on any proposals.
- C. The Annual workshop meeting will be scheduled so as not to conflict with any tournament. The annual meeting shall be for the purpose of reviewing rules, goals, plans, and set tournament dates for the upcoming year.

- D. The majority of board members present shall constitute a quorum. In the absence of the President, the Vice-President shall chair the meeting. In the absence of both, the Secretary shall chair the meeting.
- E. Rules and Regulations changes and By Law changes should be tabled, if possible until the Annual workshop meeting. Alteration, amendment, or addition to the By Laws, tournament sanctioning guidelines, and championship point system will require a two-thirds majority vote. Any changes voted on these matters at a quarterly meeting need to pass a second vote at the next meeting before it goes into effect. Any changes voted on these matters at the Annual workshop meeting will be amended at the close of the meeting. Changes of procedure on the State Team Championship, Super Shoot Tournament and Caribbean Cup are at the discretion of the Executive Board.
- F. All members (individual, lifetime or association individual member) are welcome to any quarterly meeting, but participation is limited to “new business”. The purpose of this rule is to limit discussion to items at hand for possibility that it may have been discussed, and or voted on at a previous quarterly meeting.
- G. All members of the Executive Board and Area Representatives will receive a stipend amount to be determined by the Executive Board if the budget allows. Each member of the Executive Board and Area Representatives will receive an amount not to exceed \$30.00 for the annual workshop meeting.

H. MEETING PROCEDURES

1. The order of business and or procedures of any meeting called or any subject not covered by these by laws or noted in Board minutes shall be subject to “Roberts Rules of Order, Revised”. However, should there be a conflict with these by laws and “Roberts Rules”, the latter shall prevail.
2. A representative desiring to participate in a discussion must do so by raising his hand, and then await the President’s permission to speak.
3. No representative is allowed to interrupt the speech of another, except on a “Point of Order”, in which case he should call out “Point of Order”, and await the President’s permission to make his point.
4. Any speaker shall confine his speech, or question, to the business at hand at that time, and he will be asked to stop speaking if he cannot show that the subject matter of his speech or question is relevant, or if ruled “Out of Order”.
5. To approve a matter at hand a motion is required from the floor. A “second” is also required.
6. No further discussion of a motion is permitted after the motion has been put to a vote.
7. After a motion has been decided, either for or against, no other motion of the same substance may be proposed at the same meeting.

I. VOTING PROCEDURES

1. At all meetings, voting shall be by a show of hands, voice (yea or nay) or secret ballot. The President or chairperson has the discretion on the method of voting.
2. Any Area Representative, Executive Board Member entitled to vote may move that a motion be put to the vote.
3. Votes may only be cast by Board Members or accredited designated representatives from affiliated associations.
4. Only those Board members “physically” present may cast votes.
5. In the event of a tied vote, the President shall have a casting vote. In the event that the President is not present, then the Vice-President or residing chairperson shall have that casting vote.

6. Any representative entitled to vote may abstain from voting and ask that this be put on the record if a show of hand or secret ballot is called.

ARTICLE IX-Duties of Board

- A. **PRESIDENT:** The President shall preside at all meetings of the FDA Board. The President shall make himself fully aware and knowledgeable of all FDA By-Laws, Tournament Sanctioning procedures, State Team Championship procedures and Caribbean Cup Team procedures. He may vote only to break a tie. He may not put forth a motion on the floor. He shall decide all questions of order, approve all orders upon the Treasurer for all sums of money ordered by the FDA to be paid, appoint all committees; and he shall be an ex-officio member of all committees. The President shall perform such ceremonial duties as appropriate, including presentation of special awards or trophies and master of ceremonies at FDA events such as State Team Championship and Super Shoot. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- B. **VICE PRESIDENT:** The Vice President shall assist the President in maintaining the efficiency of the operation and in the absence of the President; the Vice President shall exercise the duties of the President. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- C. **SECRETARY:** The Secretary shall issue notices of all meetings, keep accurate minutes and records of such meetings, and conduct correspondence of the FDA. Minutes shall be mailed to all Board members with notices of meetings at least two (2) weeks prior to each scheduled meeting. The Secretary will conduct all correspondence regarding elections, collect and tally the results of any ballot voting done by the Board and notify parties of their elections or appointment. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- D. **TREASURER:** The Treasurer shall receive and maintain custody of all funds and financial records. He shall promptly deposit all monies received, pay all bills approved by the Board and keep a correct account of all transactions. He shall be required to submit a Treasurer's report at each meeting and a final statement of the year's finances at the Annual workshop meeting. His signature shall be one of four (4) valid signatures (President, Vice President, Secretary and Treasurer) on the FDA checking account, which will require two (2) signatures per check. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- E. **TREASURY ACCOUNTING:** Access to the on-line bank account for the purpose of reviewing monthly information shall be granted to the President and Vice President. The statement shall be emailed to officers for review approximately 10 days prior to the quarterly meetings.
- F. **MEMBERSHIP DIRECTOR:** The Membership Director shall record and maintain custody of all current FDA members in good standing (paid). He shall keep all membership application information. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office

all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.

- G. **TOURNAMENT DIRECTOR:** The Tournament Director will have exclusive authority to sanction FDA tournaments. He shall receive, review, process and approve tournament sanctioning applications. His decisions are final and all inclusive. Individuals can appeal the Tournament Director's decisions to the Executive Board at the conclusion of the next regularly scheduled Board meeting. He shall be responsible for keeping tournament records and enforcing all tournament sanctioning requirements. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- H. **FDA STATISTICIAN:** The Statistician will maintain records of all tournament results. He will compile and distribute, in writing, at least on a monthly basis a list of the championship points earned at FDA sanctioned tournaments to the President and at least quarterly to the full Board. He will maintain and order as necessary recognition pins [i.e. Ton 80]. His legitimate expenses, as a simple majority of the Executive Board may approve, shall be paid by the FDA. At the end of his term of office all pertinent books, papers, records, computer recordings and supplies shall be turned over to his successor.
- I. **STATE TEAM DIRECTOR:** The State Team Director will have the responsibility of the operation of the event. He will set all rules governing the event, establish format, approve the venue(s) and will have final say on any questions or disputes during this event. His legitimate expenses, as approved by a simple majority of the Executive Board shall be paid by the FDA.
- J. **CARRIBEAN CUP DIRECTOR:** The Caribbean Cup director shall be responsible for the operation and planning of the FDA Caribbean Cup Team. He shall update rules governing team selection, be responsible for fund raising and travel arrangements for the team. He, with the CDO Representative, shall appoint support people for the team such as captain and coaches. Legitimate expenses, as approved by a simple majority of the Executive Board shall be paid by the FDA.
- K. **CARRIBEAN DARTS ORGANIZATION (CDO) REPRESENTATIVE:** The CDO Representative shall represent the FDA to the governing body of the Cup, Caribbean Darts Organization and shall conduct any communications between the FDA and the CDO. He, with the Caribbean Cup Director, shall appoint support people for the team such as captain and coaches. Legitimate expenses, as approved by a simple majority of the Executive Board shall be paid by the FDA.
- L. **PUBLIC RELATIONS OFFICER:** The Public Relations officer shall be responsible for maintaining social media sites, writing press releases and sharing information regarding the events and activities of the FDA and taking or maintaining pictures of those events. Legitimate expenses, as approved by a simple majority of the Executive Board shall be paid by the FDA.
- M. **YOUTH DIRECTOR:** The youth director shall be responsible for organizing, directing and coordinating all youth activity of the FDA including tournament schedules, play-offs for the CDO and ADO events. He shall be responsible for maintain rules governing any FDA youth events. Legitimate expenses, as approved by a simple majority of the Executive Board shall be paid by the FDA.
- N. **ADO DIRECTOR:** The ADO Director is responsible for all communication between the FDA and ADO. This will include scheduling and conducting any ADO qualifiers or play-offs, coordinating participants to ADO events. The ADO Director will also promote all ADO sanctioned events. The ADO Director shall receive a stipend as described in Article VIII, Section F.

- O. **AREA REPRESENTATIVE:** The Area Representative is responsible for keeping their Member Associations informed of the activities of the FDA and for bringing their requests or questions and concerns to the attention of the FDA Board. The Area Representative is also responsible for the collecting of singles surcharges, validating membership at FDA sanctioned tournaments and forwarding the money and results to the Association Statistician. Area Representatives shall receive a stipend as described in Article VIII, Section F.

ARTICLE X-Elections

- A. Elections shall take place in November of the year prior to that which the elected official will take office.
- B. Nominations of candidates for office shall be taken at the third quarterly meeting. The Office of President, Secretary and Membership Director are elected in odd numbered years. The offices of Vice-President and Treasurer are elected in even numbered years.
- C. All elections shall be effected by secret ballot. It shall be the responsibility of the Secretary to construct such a ballot and distribute it to all Board members by mail. These ballots shall be mailed to all Area Representatives to discuss with each Member Association and return as a vote to the fourth quarterly meeting. All votes will be tabulated at this meeting.
- D. Newly elected officers shall take office at the Annual Workshop Meeting.
- E. No FDA member may vote more than once per candidate per office.
- F. Each Executive Board member shall have one vote in every election. Each Association member shall have one vote via their Area Representative and each Life member shall have one vote.

ARTICLE XI-General

- A. These By Laws may be amended, altered or repealed by the FDA Board as they deem necessary. A majority of the Board Members must be in attendance to amend these By Laws.
- B. The FDA shall abide by the American Dart Organization (ADO) rules and regulations at FDA tournaments, with some exceptions as listed under tournament rules.
- C. Rules and regulations to supplement these By Laws shall be included in the FDA manual. These shall be reviewed and updated on an annual basis at the Workshop Meeting. Any rules changes made during the course of the year will be added to the manual.
- D. The By Laws shall be reviewed at the Annual Workshop Meeting.
- E. Contracts must be reviewed and approved by the Executive Board. All contracts will be signed by the President or in his absence the vice president.

ARTICLE XII-Expenses

Any FDA member under the discretion of the Executive Board is to be reimbursed for all legitimate expenses in the name of the Florida Dart Association.