

**GOLD CANYON R.V. & GOLF RESORT SOFTBALL ASSOCIATION (GCSA)
BY-LAWS**

Proposed Revisions by Executive Board: February 5, 2024

Reviewed by Executive Committee: February 12, 2024

Presented to the Association Membership for Approval: March 6, 2024

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ARTICLE I – NAME

The name of this Association shall be “**GOLD CANYON R.V. & GOLF RESORT SOFTBALL ASSOCIATION**”, hereinafter referred to as the “Association”, or “GCSA”.

ARTICLE II – PURPOSE

The purpose of the Association is to provide organized softball activity for the residents of the Gold Canyon R.V. and Golf Resort and for former residents who were continuous active members of the GCSA, by organizing and managing various teams and social activities.

ARTICLE III – EXECUTIVE BOARD AND EXECUTIVE COMMITTEE

Section 1 – Executive Board

1. The Executive Board consists of a President, Vice President, 2nd Vice President, Treasurer and Secretary. Officers, shall be elected for a one-year (1) term at each year's annual meeting. Executive Board members term is from April 1st through the following March 31st.
2. The Executive Board is responsible for the day-to-day management of the GCSA, including, but not limited to, scheduling of meetings and events, appointments of committees and chair persons, routine expenses and bill paying, complaint or dispute resolution, and ensuring compliance with By-laws & Rules by all members.
3. The Executive Board will appoint a nominating committee to identify eligible candidates for election to officer positions prior to the annual meeting. Eligible Candidates may also be nominated from the floor during the annual meeting.
4. The Executive Board will appoint a qualified person to review the financial records each year.
5. Function and Activity Ad Hoc Committees will be created as required by the Executive Board/President.
6. If an active Executive Board member resigns or is unable to perform their duties, the remaining Executive Board members will appoint an interim Board Member from eligible players or eligible former players to complete the departing Board Member's term.

Section 2 – Executive Committee

1. The Executive Committee, hereinafter referred to as the 'Committee', consists of the Executive Board and one (1) Manager (or their proxy) from each team, all having one (1) vote each. For meeting purposes, a quorum is more than 50% of the Committee members.
 - A. In order to be a Manager or Coach of a particular team, he/she must be an eligible player or an eligible former player.
 - B. A team Manager's term on the Executive Committee shall begin when they are elected / appointed a Manager or Coach of a team in the Fall and shall end on March 31st of each year.

2. The Committee will be responsible for the decisions concerning major finance issues, future planning concerning teams, league participation and the settlement of grievances pertaining to team managers, coaches and eligible players.
3. Committee meetings shall be held before the softball leagues begin and again towards the end of the season, as scheduled by the President.
4. The Committee approves guidelines to carry out the functions and activities as directed by the President / appointed representative.
5. The Committee will establish eligible player fees and associate membership dues annually.
6. The Committee will establish the menu and prices for the Pancake Breakfast.
7. The Committee will determine on an annual basis whether to charge the eligible players for additional socks, belts and caps.
8. The Committee recommends / approves amendments to the Player Draft Procedures and Rules.

ARTICLE IV – MEMBERSHIP

Section 1

1. The Membership of the Association shall be composed of:
 - a. Paid up eligible players and their spouses/partners.
 - a.1 An Eligible Player must be:
 - A. A resident of the Gold Canyon RV and Golf Resort at the time of the player draft or at the time of recruitment/first game played. Or, a former resident and player who has maintained continuous paid membership in the GCSA.
 - B. A minimum of 55 years old if a male and a minimum of 50 years old if a female as of December 31st in the year of the winter season.
 - a. 2 If an eligible player moves out-of-park during either the fall or winter seasons in which he/she played, he/she may continue playing for the remainder of both the seasons, if desired.

- b. Paid up associates who are former eligible players and their spouses/partners residing in the park.
- c. Paid up associates who are former eligible players that reside out-of-park and their spouses/partners.
- d. Paid up associates who are resident non-players and their spouses/partners.
- e. Honorary associates.

For the purposes of these By-laws, a member of the Association is only considered to be "Paid up" if the eligible player fees or associate dues, whichever is applicable, as established by the Executive Committee each season have been fully paid by the player draft or within a week of arriving in Gold Canyon or joining the Gold Canyon Softball Association.

- 2. Membership is contingent upon compliance with Gold Canyon R.V. & Golf Resort guidelines & policies and the GCSA Code of Conduct.
- 3. Any member may withdraw their membership. A member may be dropped immediately from membership if the required eligible player fees/associate dues are not paid, or by resolution of the Executive Board for egregious non-compliance with GCSA By-Laws, Rules or Code of Conduct.
- 4. Eligible players may request a team or teams on which they wish to play from a list of active teams for that season by completing a Player Registration/Playing Days Preference Form. Consideration will be given to such requests, however, the final team assignments will be completed in accordance with the Draft Procedure and Rules.
- 5. All eligible players will abide by the rules of the American Softball Association as modified by the league in which they participate and the GCSA Code of Conduct.

Section 2

- 1. Members must provide their own playing equipment.
- 2. The Association provides bats, balls and designated safety equipment.
- 3. The Association provides League entry fees and League umpire fees.
- 4. Individual teams / players provide invitational tournament entry fees.
- 5. The Association provides uniform shirts, pants, shorts, belts, socks and caps to each player.

6. Additional socks, belts & caps are available for purchase from the Association. Prices to be determined on an annual basis.

ARTICLE V – ANNUAL MEMBERSHIP MEETING / ELECTIONS & OTHER MATTERS

Section 1 – Annual Membership Meeting

1. An Annual Membership meeting shall be held towards the end of the Winter season. The meeting date may be adjusted to suit circumstances.
2. Votes shall be a majority of all eligible players attending the year-end meeting.
3. One (1) vote per eligible player attending the year-end meeting.

Section 2 – Elections & Other Matters

Items that are required to be brought up at each of the Annual Membership Meetings and voted upon by the eligible players include but are not limited to:

1. The nomination and election of the Officers of the Association.
 - A. All eligible players and eligible former players are eligible for election to the Executive Board. Nominations of Officers for specific officer positions can be nominated from the Nominating Committee and/or from the floor. The duties and responsibilities of the elected officers are described under Schedule A attached.
2. Other matters that require the approval of the eligible players at the Annual Meeting such as By-laws revisions or amendments, etc.

ARTICLE VI – STANDING COMMITTEES

1. Pancake Breakfast:
 - A. Chairperson: Vice President of the Association, assisted by the 2nd V.P.
 - B. Chairperson shall select committee members and coordinate pancake breakfast functions.

2. Early Season Potluck and Season-ending Golf Outing and Dinner:
 - A. Chairperson(s) will be appointed by the President.
 - B. Chairperson shall select committee members and coordinate dinner with Park Activities Director.
 - C. All Association members are invited to the early-season potluck. All Association members are invited to participate in the Golf Outing and Dinner (golf fees are required to be paid by participants).
3. Inter-squad Game and Picnic:
 - A. Chairperson: President (or designate).
 - B. Chairperson shall select committee members and coordinate inter-squad game and picnic activities. This event occurs after the winter season concludes.
 - C. All Association members are invited.
4. Fall and Winter Softball Leagues Coordination:
 - A. President will appoint a League Coordinator annually, assisted by the 2nd Vice President.
 - B. The League Coordinator should be someone who can be in the park not later than about the 3rd week in October.
5. Other committees:
 - A. Various Function and Activity Ad Hoc Committees shall be created by the President and/or the Executive Board, as required.

ARTICLE VII – AMENDMENTS

Amendments or revisions to the GCSA By-Laws shall be incorporated as required following appropriate procedures.

ARTICLE VIII – RATIFICATION

These By-Laws are ratified by vote of the Eligible Players.

Signed by: Don R. Pier (signed) Date: 03-06-2024

GCSA President - Don Pier

ATTACHMENT A

RESPONSIBILITIES AND DUTIES OF ASSOCIATION OFFICERS AND APPOINTED POSITIONS

PRESIDENT

1. The President of the Association oversees the overall operations of the Association. In the case of a tie vote, he/she will have the deciding vote.
2. The President is responsible for setting dates, booking meeting rooms, preparing agendas and managing:
 - A. The Annual Membership meeting (held towards the end of the Winter Season).
 - B. Any Executive Board meetings (as required).
 - C. Any Executive Committee meetings (as required, held before the softball leagues begin and again towards the end of the season).
 - D. Player Draft.
3. The President is responsible for setting dates for the pancake breakfasts (usually six (6) pancake breakfasts during each season).
4. The President is responsible for setting dates and appointing chairpersons for each of the following standing committees:
 - A. Early Season Potluck.
 - B. Annual Banquet
 - C. Season-ending Golf Outing and Dinner.
 - D. Inter-squad Game and Picnic.
5. At the beginning of each Fall Season, the President is responsible to appoint the following:
 - A. A League Coordinator.
 - B. A GCSA Website Coordinator.
 - C. Pancake Shirts and Jackets Coordinator.
 - D. Equipment Purchasing & Uniform Storage Coordinator
 - E. Friday Golf Coordinator
 - F. Communications Coordinator

6. Function and Activity Ad Hoc Committees will be created as required by the Executive Board / President.
7. The President will provide directly, or through an appointed representative (Vice President, 2nd Vice President, Treasurer or Secretary) guidelines to carry out the functions and activities as approved by the Executive Committee.
8. The President is to keep open communication with Roberts Resorts and the Managers of Gold Canyon RV and Golf Resort in order to request funds to purchase equipment, uniforms and maintenance of the batting cage, as required.

VICE PRESIDENT:

1. The Vice-President of the Association is responsible for overseeing the Pancake Breakfasts.
 - A. The Vice-President selects the committee members and coordinates the pancake breakfast functions.
 - B. The Vice-President is required to take inventory of the supplies on hand before each scheduled pancake breakfast in order to determine what supplies are required. He/she then submits an order form to the designated supplier at least a week before the scheduled pancake breakfast. A copy of this order form is provided to the Treasurer of the Association along with a copy of the invoices for the supplies ordered on the Association's behalf.
2. In the absence of the President, the Vice-President will assume the duties and responsibilities of the President.

2nd VICE PRESIDENT:

1. The 2nd Vice-President of the Association is responsible for:
 - A. Assisting the Vice-President with the pancake breakfast functions.
 - B. Assisting the League Coordinator with league and player draft functions.
2. In the absence of the Vice-President, the 2nd Vice-President will assume the duties and responsibilities of the Vice-President.

SECRETARY

1. The Secretary of the Association is responsible for:
 - A. Preparing Minutes for all Executive Board and Executive Committee Meetings.
 - B. Maintaining the GCSA Minutes Records.
 - C. Retaining a list of all members of the Association for each season in the Minutes Records.

TREASURER

1. The Treasurer of the Association is responsible for:
 - A. Maintaining the financial records of the Association.
 - B. Making deposits into / and or writing checks against the Association's bank account for all approved income/expenses generated by the Association.
 - C. Tracking the pancake breakfast ticket sales (pre-sold and at-the-door sales), any and all other income and expenses of the GCSA, and any pancake supply expenses incurred by the Gold Canyon RV & Golf Resort and ensuring that the Association is paid in a timely manner.
 - D. Preparing financial statements for the Association's fiscal year ending each April 30th.
 - E. Preparing the budget for the next season (May 1st to April 30th).
 - F. Request a refund from Krusteaz Fund Raiser, Continental Mills for their pancake mix used by the Association.
 - G. Coordinating with the President the selection of an appropriate person to review the financial statements of the GCSA annually and managing the review process for the Association.

GCSA League Coordinator:

1. Forecast the number of eligible players for the coming season(s) using past knowledge and experience and current Player Registration/Playing Days Preference forms completed by all eligible players.
2. Use these forecasts to establish potential teams by age & skill level.
3. Evaluate available leagues to match potential teams age & skill level and set up options to facilitate the team draft.
4. Ongoing monitoring of leagues and competitive teams in East Mesa & Apache Junction to gain knowledge to do 1, 2 & 3 above.
5. Keep Executive Committee apprised of possible league/team match-ups.
6. Involve an assistant (2nd Vice President) to do Coordinator tasks as needed.

GCSA Website Coordinator:

1. The GCSA Website Coordinator is responsible to maintain the GCSA website as follows:

- A. Ensuring that the status of each of the members are updated to reflect whether that particular member is an eligible player, an associate or honorary associate.
- B. Updating current Eligible Player Information.
- C. Updating current Associates and Honorary Associates information.
- D. Updating current officers, managers and coaches.
- E. Updating Team Rosters, Game Schedules and Game Scores.
- F. Prepare a monthly game schedule reflecting all team games and provide to members and the Gold Canyon Activities Director to post on the resort Bulletin Board and provide to all that need this information on the GCSA website.

Communications Coordinator

1. The Communications Coordinator is responsible for maintaining a current GCSA email distribution list for GCSA membership, GCSA players and others as required to facilitate broad-based email communications for the association.
2. Coordinate GCSA communications as appropriate with the GCSA Webmaster for publication on the website.
3. Develop, in conjunction with the Executive Board, the Executive Committee, and/or the GCSA membership various GCSA documents & communications, such as:
 - A. GCSA By-Laws
 - B. GCSA Draft Policies & Procedures
 - C. Player Registration and Playing Days Preference form
 - D. Other documentation as directed by the GCSA Executive Board
 - E. General announcements and/or information for the GCSA