

BOYNE VALLEY DISC GOLF CLUB CHARTER

Revision: 02

Date: 12/12/15

Preamble:

Added in 2002, our beautiful disc golf course at the Avalanche Preserve Recreation Area in Boyne City, Michigan was in disrepair and needed some love. Trash and vandalism had become a big issue, and navigation was difficult for players who were unfamiliar with the course. We formed the Boyne Valley Disc Golf Club in 2013 in order to protect, maintain, and improve this wonderful asset to our community. We promote responsible game play, good etiquette, and keeping the course clean and safe for all park users. Our mission statement also includes growing the sport and volunteering to help other local clubs and courses.

Article 1: Name

The club name is the "Boyne Valley Disc Golf Club" also known as "Boyne Valley DGC" or "BVDGC."

Article 2: Purpose

The local Michigan disc golf community is a really wonderful bunch of players and volunteers. Every great disc golf course typically has a local club, and as stated in the preamble, we formed ours primarily to help the city of Boyne City protect, maintain, and improve the Avalanche Preserve Disc Golf Course. Our first year goals included the addition of trash barrels at every hole, adding lots of "next tee" navigation posts, making scorecards available, starting weekly league play, and hosting an annual unsanctioned tournament in the fall called the Haunted Hyzer. Second year goals included the addition of 10 new Discraft Chainstar baskets (front 9 holes plus a practice basket), adding log benches at every hole, experimenting with various tee pad materials, and having Avalanche added to the Northern Waters Series tournament schedule for 2015. Long term objectives are to improve the tee pads, replace the tee signs, add more holes, and make it one of the best courses in Michigan.

Article 3: Membership

Membership is open to anyone. The founding members were Jason McCary, Forrest Omland, and Rob Wiltjer. Most folks ask what they get by becoming a member, but the best candidates want to get involved and will ask how they can help by joining. See our preamble and purpose above. Members have access to club tools and typically get a small club swag package with their dues. The entire club is encouraged to attend the club meetings (see Article 8) and vote on which club projects to work on and how money is spent.

Article 4: Dues

Basic Club Membership: annual dues = \$5. This is a voluntary donation to the club in support of our efforts at Avalanche. Typical club swag received in return: small items such as pencils, stickers, wristbands, key chains, and bag tags (subject to availability and actual items may vary).

Honorary Lifetime Membership: annual dues = \$0. Induction into this membership category can be done at any official club meeting. Requirements: a quorum (see Article 9), a motion made by any club member, a unanimous vote by all club officers in attendance, and a majority vote by every club member in attendance. Honorary lifetime members can hold officer positions and are welcome anytime at official club meetings. The first honorary lifetime members inducted into the club who worked hard to make the Avalanche disc golf course a reality in 2002 are Bill Fuller, Dave Fuller, and Tom Pluister.

Article 5: Board of Officers

Our club shall maintain a board of officers consisting of 8 club members. Any vacancies in these 8 club officer positions shall be filled at the next official club meeting or as soon as possible.

Requirements for adding or removing club officers: a quorum, a motion made by any club member, a majority vote by all club officers in attendance, and a majority vote by every club member in attendance. Typical terms are 1-2 years but we like to keep things casual and fun, so be organized and respectful and we should all be able to help each other get stuff done and enjoy doing it. All club officers represent the club. A few of the basic officer positions are listed below. All are listed on our club website, and more can be added or removed as needed with the same requirements.

Club Director or Co-Directors: duties include presiding at official club meetings, checking the club PO box on a regular basis, and maintaining club pages on Facebook and Disc Golf Scene.

Treasurer: duties include maintaining the primary checkbook register, working closely with various committees as needed for their cash box funds, annually filing tax form 990-N (an e-postcard) due May 15th of each year, and creating annual cash flow statements. Every effort shall be made to maintain \$1000 in savings which will make it easier to hold tournaments and special events.

Secretary: duties include maintaining all official club records and documents, creating agendas and minutes for each meeting (and sending them to all club members), keeping a current roster of membership information, checking the club PO box on a regular basis, and maintaining the club website.

Course Supervisor: duties include playing or walking the course on a regular basis, keeping scorecards stocked at the welcome sign, monitoring the trash barrels and helping to empty them, communicating any course safety concerns or actions needed, working closely with the city maintenance department (who loans us keys on occasion), and managing club tools and equipment.

Article 6: Finances

Our club revenue is fairly small and typically comes from membership dues, league fees, and various donations. Revenue may also be generated by hosting tournaments or having fundraisers. With the exception of club swag and basic operating expenses such as our post office box fee and website hosting fees, the club shall use all revenue for Avalanche disc golf course improvements and maintenance, or to help other local disc golf clubs or courses. Requirements for any spending over \$50: a quorum, a motion made by any club member, a majority vote by all club officers in attendance, and a majority vote by every club member in attendance.

There are several types of tax-exempt organizations. We are a tax-exempt "social club" covered under Internal Revenue Code (IRC) section 501(c)(7). Our accounting year is the calendar year. Any social club with gross receipts under \$50,000 must annually file tax form 990-N (an e-postcard). There is no penalty for filing late, but if missed for 3 consecutive years, we would lose our tax-exempt status (see Treasurer duties under Article 5). Our club taxpayer identification number (TIN) also known as an employee identification number (EIN) is 38-3965787.

Article 7: Committees

Committees within the club can be formed as needed with their own separate budget if necessary. Example committees in place as of 2015 are the League Committee and the Tournament Committee. Membership for these is very informal, as they are meant to be fun, and they can simply be dissolved when there is no longer a need for them. There are no requirements. See separate documents created for things like league play rules and club bag tag challenge rules.

Article 8: Meetings

It is important to get everyone together several times each year and to keep a record of meeting agendas and minutes. Our default schedule for official club meetings (subject to change) is the first Tuesday of every other month (FEB, APR, JUN, AUG, OCT, and DEC) at 6:00PM at Avalanche. As an example, the 2015 scheduled official club meeting dates are 2/3, 4/7, 6/2, 8/4, 10/6, and 12/1.

It is also important for someone to attend the monthly Boyne City Parks & Recreation Commission meetings which are typically held on the first Thursday of every other month (see their online meeting calendar for the latest information). As of 2015 the club has a regular spot on their agenda for reporting on the course status and any requests we may have.

Our order of business at each official club meeting should closely follow the Parks & Recreation Commission. Instead of a committee chairman, our club will have a meeting moderator for each agenda and rotate through the club officers. In the event of a tie regarding any topic which does not involve any major decisions, a disc "throw off" is an acceptable and fun way to break the tie. Otherwise the topic must wait for a quorum at the next official club meeting. Regularly scheduled official club meetings can be only be changed by a club officer, but additional club meetings can be called by any club member at any time.

Article 9: Quorum

A quorum for our club is the minimum number of club officers attending an official club meeting needed to conduct the important business on the agenda. In practice the number required should be small enough to ensure that a quorum will usually be present but large enough to protect the club against major decisions being made by a small minority. In our club where the board of officers currently consists of 8 club members, the quorum is 5 club officers (not 5 club members).

Article 10: Amendments

This club charter can be revised by the club Secretary at any official club meeting. Requirements: a quorum, a motion made by any club member, and a majority vote by all club officers in attendance.

Article 11: Dissolution

In the unfortunate event that the BVDGC must come to a permanent end, all club assets and funds from closing the club checking account must be donated to another local Michigan disc golf club, course, or organization to be used for course improvements or growing the sport. Requirements for dissolution: a quorum, a motion made by any club member, and a unanimous vote by every club member in attendance. Every attempt must also be made to resolve any issues leading to this decision, and the founding members of the club shall be invited to the last official club meeting.