

# BYLAWS OF THE MISSISSIPPI GULF COAST DART ASSOCIATION



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## **PREAMBLE**

The name of the organization is Mississippi Gulf Coast Dart Association (hereinafter known as "MGCDA"). The MGCDA is organized in accordance with the Corporations, Associations and Partnerships Section of the Mississippi Code, Title 79, Chapter 11, as amended. The MGCDA has not been formed for the making of any profit, or personal financial gain. The assets and income of the MGCDA shall not be distributable to or benefit the officers or other individuals. The assets and income shall only be used to promote corporate purposes as described below. Nothing contained herein, however, shall be deemed to prohibit the payment of reasonable compensation to employees and independent contractors for services provided for the benefit of the organization. This MGCDA shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax. The MGCDA shall not endorse, contribute to, work for, or otherwise support (or oppose) a candidate for public office. The purpose of the organization is the following:

- 1.** Promote the sport of darts throughout the Mississippi Gulf Coast.
- 2.** Coordinate the activities, tournaments and functions of affiliated teams and leagues.
- 3.** Establish friendly relations with similar organizations in the neighboring states.
- 4.** Establish MGCDA rules of play regulations used during league play, in-house tournaments and MGCDA sponsored events.
- 5.** To host tournaments with all profits donated to charity.

## **ARTICLE I – NAME:**

The name of the organization shall be Mississippi Gulf Coast Dart Association. The Mississippi Gulf Coast Dart Association is a member in good standing with the American Darts Organization and the World Dart Federation.

## **ARTICLE II – DEFINITIONS:**

- A. Whenever the initials “MGCD A” are used in these Bylaws they shall mean “Mississippi Gulf Coast Dart Association”.
- B. The MGCD A official post office box will be PO Box 7391, D’Iberville, MS 39540
- C. Whenever the initials “ADO” are used in the Bylaws, they shall mean “American Darts Organization”.
- D. Whenever the term “Senior Board Member” is used in the Bylaws, it shall mean the most Senior Executive Board member present in terms of continuous service.
- E. Whenever the word(s) “Board”, “Board of Governors” or “BOG” is used in these Bylaws, it shall mean the body described in Article VII.
- F. Whenever the word “Member” is used in these Bylaws, it shall mean a non-gender specific individual who is a member of the MGCD A in good standing.
- G. Whenever the word “Team” is used in these Bylaws, it shall mean a group of members playing darts as such.
- H. Whenever the words “Good Standing” are used in these Bylaws, it is to mean a current membership card- carrying member that is not on suspension through protest through MGCD A.
- I. No-Vote Proviso: No Board of Governors Member may vote a protest and/or complaint of inappropriate actions against or for a team or team member that plays for the same sponsor as they do.
- J. MGCD A Forms to be mailed into the Secretary by deadlines stated in ARTICLE XIV.

**TR-1 Form** – This is the Roster/Statement of Intent Form. It is to be up to date and in the possession of the team captain during any league play matches in which any team is participating. **PLAYERS NOT ENTERED ON THIS FORM AND ON THE MASTER ROSTER MAINTAINED BY THE SECRETARY**

ARE NOT ELIGIBLE TO PLAY.

**TR-2 Form** – This form is used to notify the Secretary of any new players(s) signed on the team after the season starts.

**TR-3 Form** – This form is used to notify the Secretary of any player(s) released from a team.

**K.** The boundaries shall be set as such: East to the Singing River Bridge, West to the Bay Bridge, North Gulfport 49 to Saucier and North Vancleave 57 to Martin Bluff Bridge.

### **ARTICLE III – OBJECTIVE:**

- A.** The objectives of the MGCDA are:
  - 1.** Promote the sport of darts throughout the Mississippi Gulf Coast.
  - 2.** Coordinate the activities, tournaments, and functions of affiliated teams and leagues.
  - 3.** Establish friendly relations with similar organizations in the neighboring states.
  - 4.** Establish MGCDA rules of play regulations used during league play, in-house tournaments, and MGCDA sponsored events.
  - 5.** All news and updates will be available electronically on the website at MGCDA.net.
- B.** The MGCDA shall be a non-profit, non-political, non-sectarian and non-sexist organization.

### **ARTICLE IV – MEMBERSHIP & FEES:**

- A.** Membership is open to any person at least 18 years of age who evidences interest in darts as a sport.
  - 1.** Members under the age of 21 must have a parent accompany them on league night at the discretion of the sponsoring establishment. If the bar states no one under 21 can be on the premises, then this takes precedence.
  - 2.** Membership fees shall be established, and may be revised, by a majority vote of the Board of Governors.
  - 3.** Membership fees shall be applicable for the period of 1 January through 31 December and shall be twenty-five dollars (\$25.00).

4. Membership dues paid to the MGCDA includes membership in the ADO.
- B. A membership may be terminated or restricted with cause.
- C. There shall be no refund of any membership fee for any reason.
- D. All returned checks will be subject to a NSF fee.
  1. The EC will set the NSF fee at the January ECM meeting and it will carry through until the following January.
  2. The member who wrote the NSF check will be suspended from MGCDA until the fee and the amount of the check has been collected by the MGCDA Treasurer.  
Anyone who does not clear a NSF check prior to mid-season will lose all points for the season.
  3. If a non-member wrote the check on behalf of a member, the member will be suspended until the full amount of the check, the NSF fee, and any other costs have been collected by the MGCDA Treasurer.
  4. The suspension will commence the moment the MGCDA Treasurer receives notice of the NSF check.
  5. The MGCDA Treasurer, for the purpose of collection will:
    - a. Notify the suspended member.
      - 1) By phone:
        - a) The Treasurer will contact the suspended member as soon as the Treasurer is notified of the NSF check.
        - b) If the Treasurer is unable to contact the suspended member by phone after 24 hours a letter will be sent.
      - 2) By registered mail:
        - a) A registered letter will be sent the address on file with the MGCDA Secretary.
        - b) If the address on the check differs from the address on file with the MGCDA Secretary, a registered letter will be sent to both addresses.
        - c) Cost of registered letters will be collected with NSF fees and dues.
    - 3) Charges will be filed with the Biloxi District Attorneys Bad Check Division if:
      - a) Notice is not able to be made by phone or registered letter within thirty (30) calendar days of the Treasurer receiving notice of the NSF check.

- b) The NSF fee and the amount of the check are not paid before the July Board of Governors meeting.
- b. Notify the MGCDA Secretary for purposes of member status suspension.

## **ARTICLE V – MGCDA CENSURE, PROBATION, SUSPENSION AND EXPULSION:**

### **A. Perspective:**

1. Categorically and without restriction, the MGCDA reserves the right to censure, suspend or expel (terminate) any Member or Officer.
  - a. Any member, who willfully creates disharmony, behaves in a manner prejudicial to the order and discipline is subject to suspension.
  - b. Any member who tarnishes the image of the sport of Darts will be expelled, suspended or censured.
  - c. No player, official, sponsor, nor spectator needs to tolerate embarrassment, belligerency, and/or defamation or poor sportsmanship from any MGCDA Member.
  - d. The Executive Committee may choose the following disciplinary actions according to the offense:
    - 1) Verbal reprimand will be given to player, which will become part of the record.
    - 2) A written reprimand, which will be completed by the Secretary and signed by the player, will become part of the record.
    - 3) The player can be placed on probation for an amount of time to be determined by the EC.
    - 4) The player can be expelled from the MGCDA.
2. Non-MGCDA and Non-ADO sponsored tournaments and matches.
  - a. MGCDA will not be responsible for the behavior of any MGCDA member involved in any tournament or match that is not sponsored in whole or in part by MGCDA.
  - b. Problems in public or private bars, lounges and taverns are the province of the injured party, the owner(s) or bartender, who may seek redress under local and

state laws by ejection, police intervention or arrest.

- 1) The bar owners will have the backing of the MGCDA in any decisions they make.

## **B. Procedure**

1. All protests and complaints of inappropriate actions must be in writing and filed within 48 hours of the incident and must be **HAND CARRIED** to a member of the Executive Committee, or designee. The secretary should be notified of the protest for purposes of record.
  - a. Within two (2) days of hearing of an alleged incident, the MGCDA President will notify the Vice President – East or West to investigate said incident.
  - b. The Vice President – East or West will inform all involved parties that an investigation is underway and make arrangements to meet with the people involved.
    - 1) The VP East or West will try to resolve the reported dispute.
    - 2) The VP(s) will make a written report within three (3) days of their findings, citing all specifications and charges, if any to the President.
2. If the reported dispute cannot be resolved by the Vice President East or West, the President will call a meeting of the Executive Committee within three (3) days to serve as a Trial Committee.
  - a. The parties involved in the incident will be notified of the place and time of the trial hearing and their attendance will be requested.
  - b. All involved parties will be given an opportunity to address the Trial Committee.
3. When the Trial Committee reaches a decision of what action to take, the accused will be informed of the decision.
  - a. The accused will have an option of accepting the decision or appealing it to the Board of Governors.
  - b. If the accused accepts the decision of the Trial Committee, the matter is closed and the decision of the Trial Committee goes into effect.
4. If the accused chooses to appeal to the Board of Governors, the appeal will be heard at the next regularly scheduled meeting of the Board of Governors.
  - a. The decision of the Executive Committee remains in effect until there is a



decision made by the Board of Governors, and the involved parties will be given an opportunity to speak.

- b. After discussion the Board of Governors will reach a decision in the matter.
- c. The decision of the Board of Governors will be final and binding.

## **ARTICLE VI – THE EXECUTIVE COMMITTEE:**

- A. The Executive Committee shall be comprised of the President, President-Elect, Vice-President East, Vice- President West, Secretary, Treasurer, Public Relations Director, ADO Representative, General Membership Representative-East, General Membership Representative-West, and Parliamentarian.
- B. The Executive Committee shall administer the MGCDA within the confines set forth in these BYLAWS.
- C. The governing body of the MGCDA shall be the Executive Committee.
  - 1. This governing body shall have and exercise a general supervision of the affairs of the MGCDA, and shall manage its properties and effects.
  - 2. The Executive Committee shall assist in the administration of the MGCDA’s policies, by enforcing penalties for infractions committed by teams and/or individual members.
  - 3. The Executive Committee will establish communication with team members and expand the membership of the MGCDA.
  - 4. The legitimate organization expenses will be discussed and approved by a simple majority of the Executive Committee and will be paid by the MGCDA Treasurer.
  - 5. An Executive Committee Member, here-in-after, automatically resigns when, without sufficient cause, they fail to fulfill the job duties as described in Article VIII – Duties of the Officers.
    - a. If an ECM, for any unexcused reason, fails to attend two (2) consecutive meetings and/or events, or two (2) out of three (3) scheduled meetings and/or events to, the ECM automatically resigns.
      - 1) The ECM must call the President before the meeting/event to explain why

they will be unable to attend.

- 2) The President will make the determination if the absence is excused or unexcused.
  - a) The ECM will appeal to the BOG at the next scheduled BOG meeting if the ECM disagrees with the President's decision.
  - b) The decision of the BOG will be final and binding.
- b. Should an Executive Committee Member resign from office during the interim between regularly scheduled Board of Governors meetings, the EC shall be empowered to appoint an interim EC Member to the vacancy until the next regularly scheduled Board of Governors meeting, provided the vacancy was not the result of re-call proceedings.
- c. Should the President take leave of office, the Senior Executive Committee Member shall assume the duties of the President with the provision that a call for an election is made within sixty (60) days of the office being vacant.
6. The Executive Committee will meet as deemed necessary by the President, with meetings being held at least once a month.

## **ARTICLE VII – BOARD OF GOVERNORS:**

- A. The Board of Governors shall be comprised of all members of the Executive Committee and any MGCDA member who is in good standing.
- B. The Board of Governors will meet every two (2) months during league play, dates to be determined.
  1. Beginning season meetings will be held before the start of league play in January and July.
  2. The Secretary will publish the meeting dates, days, times and locations on the MGCDA website.
  3. If any member would like to discuss a topic of business with the BOG, submit a request to the President a minimum of two days prior to the next BOG meeting in order to add it to the agenda.
- C. A quorum shall constitute a simple majority of the Board of Governors Members in

attendance.

- D. The Board of the Governors has the power to make and amend all Bylaws of the MGCDA.
  - 1. Proposed Bylaws revisions may be submitted in writing at any time throughout the year.
  - 2. All proposed BYLAW revisions received by the Secretary will be published on the website a minimum of four (4) weeks before voting.
  - 3. The BOG will vote on any proposed changes at the BOG meeting following the minimum four (4) week publishing.
- E. In the absence of the President and both Vice-Presidents, the Senior Executive Board Member shall assume the chair.

## **ARTICLE VIII – DUTIES OF THE OFFICERS:**

### **A. President: Elected Position**

- 1. The President shall:
  - a. Preside at all Board of Governors and Executive Committee meetings.
  - b. The President shall decide all questions or order, appoint all committees, unless otherwise ordered and be an ex-officio member of all committees.
  - c. Be responsible for ensuring the maintenance of the corporate papers for the Association.
- 2. Unless excused by the No-Vote Proviso, he/she may only vote to break a tie.

### **B. President-Elect: (Non-voting member of the Executive Committee)**

- 1. The President-Elect shall attend all Executive Committee meetings prior to taking the office of President in order to know & understand how the committee works.

### **C. Vice President (East and West): Elected Positions**

- 1. The Vice-President East is designated the senior if both take office originally the same day.
- 2. The Vice-Presidents shall:
  - a. Assist the President in maintaining the efficiency of the operation.
  - b. In the absence of the President, the senior shall assume the duties normally performed by the President.

- c. Be responsible for ensuring that all league-playing dartboards be certified a minimum once per year and/or as needed according to MGCDA standards.

**D. Secretary: Elected Position**

1. The Secretary shall:
  - a. Update the website.
  - b. Record the minutes of all BOG and Executive Committee Meetings.
  - c. Notify parties of their election to the Executive Committee.
  - d. Issue notices and results of all Board of Governors meetings and elections on the MGCDA website.
  - e. Conduct the correspondence of the MGCDA.
  - f. Shall perform other duties as imposed on the office.
2. The Secretary will be deemed the State Registered agent of the MGCDA.
  - a. Be responsible for filing the annual report to the State.
  - b. Be responsible for filing the updated registered agent papers to the State.

**E. Treasurer: Elected Position**

1. The Treasurer will be listed on the bank account with another member of the Executive Committee:
  - a. All checks issued by the MGCDA will be required to have two (2) signatures. One signature being that of the Treasurer and the other being that of an Executive Committee member whose signature is on the MGCDA bank account signature card.
2. The Treasurer shall:
  - a. Receive and maintain custody of MGCDA funds and shall promptly deposit all monies received.
    - 1) The Treasurer shall keep separately records of all funds to be used by the PR Director and the ADO Rep to be turned over as needed for special events and/or tournaments.
  - b. The Treasurer shall be responsible for collection of dues and fees.
    - 1) The Treasurer shall receive ALL dart cards prior to sale for accounting purposes.
    - 2) The Treasurer shall receive ALL monies from sale of dart cards to ensure

accountability.

- c. Required to submit a Treasurer's report at all scheduled Executive Committee & BOG meetings concerning all MGCDA financial activity, in its entirety, and provide all required records to Trustees for auditing.
- d. Be required to file appropriate tax forms to the IRS annually.
  - 1) Federal Tax form Ecard 990 for income under \$25,000.
  - 2) Federal Tax form 990 for income over \$25,000.
- e. Be required to turn updated membership list over to the Secretary on a monthly basis for record keeping purposes.

**F. General Membership Representatives (East and West) (herein after GM East or GM West): Elected Position**

- 1. The GM will initiate, plan, coordinate and co-direct major functions assigned by the President.
- 2. The GM will be responsible for recruiting volunteers in the respective areas.
- 3. East GM will act as liaison between the Executive Committee and the General Membership.
- 4. The GM will assist the President and VP as needed.

**G. Public Relations Director (herein after "PR"): Appointed Position**

- 1. The PR Director shall:
  - a. In concert with the Executive Committee and/or Board of Governors, will plan, initiate, direct and coordinate all advertising, promotional and membership campaigns, etc. of and for the MGCDA.
  - b. Be responsible for securing sponsors for TV, radio, newspaper and magazine coverage of MGCDA sponsored events.
  - c. Be responsible for the charity fund raising via running the fun board at MGCDA sponsored events.
  - d. Be required to maintain a journal of funds and present a report to the Treasurer a week before any scheduled BOG meeting.
    - 1) The Treasurer shall notify the PR Director of the funds available to them for use in obtaining items for charity events, such as items for the fun board &

food if required.

- 2) The PR Director shall be provided with a journal each year in order to keep up with funds used & collected.
2. The current PR Director will distribute funds raised for the MGCDA charities at the July BOG meeting.
  - a. In the event the current PR Director is not available, then the President shall present the funds to the MGCDA charities at the July BOG meeting.
3. The PR Director shall create ideas for fund raisers throughout the year in order to raise monies for the MGCDA charities.

#### **H. ADO Representative (herein after “ADO Rep): Appointed Position**

1. The ADO Rep will oversee all ADO sanctioned MGCDA directives where applicable and relay information received from ADO to the Board of Governors and Executive Committee.
2. The ADO Rep will certify members to any ADO competition. The ADO Rep is the liaison between the MGCDA and the ADO and will ensure that the MGCDA ADO membership dues are paid each year by the Treasurer.
3. The ADO Rep will be required to maintain a journal of funds & present a report to the Treasurer a week before any scheduled BOG meeting
  - a. The ADO Rep shall be provided with a journal each year in order to keep up with funds collected & distributed.

#### **I. Parliamentarian: Appointed Position**

1. The Parliamentarian will be responsible for knowing and interpreting the Bylaws and ensuring that they are followed.
2. The Parliamentarian will keep notes of any proposed changes to the Bylaws to ensure that all changes are submitted to the Bylaws Committee, as needed. If approved, the changes will be published on the website at least 4 weeks prior to BOG voting.

- J.** All Executive Committee members shall work with the PR Director throughout their term in office in attempts to raise money for MGCDA Charities and assist in the Early Bird tournament for the following year. Any new Board Members taking office in January will also assist in the Early Bird.

- K.** No Executive Committee member shall take it upon themselves to do a job without first checking with the member responsible to ensure it has not already been done, including but not limited to, solicitation of businesses for fund raising purposes.
- L.** There should be a committee appointed to plan the Early Bird Dart Tournament. They will work directly with the Executive Committee & will include Committee Chairmen for Food & Beverages, blocking rooms in local motels for out-of-town guests, developing & planning the design for shirts & other duties as needed.
- M.** At the expiration of the term of any Executive Committee Member's office, all pertinent property, books, papers, correspondence and work in progress belonging to the MGCDA will be turned over to the successor.
  - 1.** If the office term is expired through an election of another member, the MGCDA property will be turned over on or before 1 August.
  - 2.** If the office term is expired through any other means, MGCDA property will be turned over immediately.

## **ARTICLE IX – MEETINGS:**

- A.** The order of business and/or procedure of any Board Meeting or any subject not covered by these Bylaws or noted in the Board Minutes shall be subject to “Roberts Rules of Order”, newly revised. However, should there be a conflict with these Bylaws and/or “Roberts Rules of Order”, newly revised, these Bylaws shall prevail.
- B.** Board of Governors Meetings:
  - 1.** Participating and voting in such meetings shall be ALL card-holding members in good standing.
  - 2.** The President or Presiding Officer, reserves the right to expel any non-member or MGCDA Member not in good standing, at their sole discretion.
  - 3.** BOG meetings shall be held as follows in a location secured by the Executive Committee:
    - a.** Winter/Spring meeting will be January prior to the first night of league play.
      - 1)** Awards from previous season will be distributed.
      - 2)** Packets for upcoming season will be distributed.

- b. Summer/Fall meeting will be in July prior to the first night of league play.
  - 1) Awards from previous season will be distributed.
  - 2) Packets for upcoming season will be distributed.
- C. Called Meetings: Called meetings should be announced when business of an urgent nature precluded waiting until the regularly scheduled meeting.
  - 1. The President or any two (2) members of the Executive Committee may call “called meetings” for the Executive Committee at any time.
  - 2. These called meetings should allow for forty eight (48) hour notice, if possible.

## **ARTICLE X – ELECTIONS:**

- A. The officers of the MGCDA listed in Article VI of these Bylaws will be elected at the July Board of Governors meeting and will take office on 1 August.
- B. Nominations will be accepted from the Board of Governors at the January meeting.
  - 1. Any MGCDA member not on suspension or probation is eligible to run for any elected office.
  - 2. Members nominated must be present at the January meeting to accept the nomination or have hand delivered a signed letter of acceptance for the position being nominated for to a sitting ECM.
  - 3. Unopposed nominees will take office 1 August.
- C. A simple majority of total votes cast will be needed for a candidate to be elected.
- D. All members of the MGCDA are eligible to vote, except those not in good standing.
- E. The BOG will appoint three (3) members to be Poll Supervisors.
  - 1. Poll Supervisors will be appointed at the January BOG meeting.
  - 2. Poll Supervisors should not include anyone that is presently in office or anyone who is nominated to run for office.
    - a. In the event that someone is appointed in January, but for some reason is placed on the ballot after that time, they should be replaced by another person appointed by the BOG at either the March or May meeting.
  - 3. Procedures to be followed by the Poll Supervisors:
    - a. Ballots & a Poll Register should be sent to ALL Team Captains three (3) weeks



prior to the end of the Winter/Spring season.

- 1) Team Captains will have all members sign the Poll Register.
  - b. Members will vote their ballots by making a mark in the space provided for one (1) name for each office that they are voting. Voting for more than one (1) person for the same office nullifies both votes. Marks will be in ink only. Voting in pencil nullifies the ballots.
  - c. Having completed voting, the Team Captains will return the ballots & Poll Registers to the Poll Supervisors, in person or by mail, no later than the last game of the season.
  - d. The Poll Supervisors will count all ballots that are qualified.
4. The results will be given to the President and he/she will announce the voting results at the July BOG meeting.
- F. Secretary will notify all candidates of the official returns and will make a formal announcement on the website.

## **ARTICLE XI – RECALL OF EXECUTIVE COMMITTEE MEMBERS:**

- A. Any Executive Committee Member may be recalled from office by a majority of those Board Members in attendance at any Board of Governors meeting.
  1. Recall voting shall be accomplished by secret ballot. Purpose of recall shall be for cause:
    - a. Dereliction of duty.
    - b. Misappropriation of funds.
  2. Any Executive Committee Member recalled by the Board of Governors has the right to appeal such recall action.
  3. Such appeal must be in writing and received by the President no later than ten (10) days after the Board of Governors recall ruling.
  4. If, after consideration of the appeal by the Board of Governors, the appeal is rejected, there can be no further appeal.
- B. If the President is recalled, the Senior Vice-President shall assume the office and a new Vice-President will be elected to the position that the Senior Vice resigns.

1. Should the President appeal the case; the Senior Vice-President, from the date of the petition, shall assume the duties of the President until the Board of Governors makes a final determination.
2. In the absence of the Senior Vice-President, the duties will be assumed by the remaining VP. In the VP's absence the Senior Executive Committee Member will assume the office responsibilities.

## **ARTICLE XII – ESTABLISHED TEAM STATUS:**

- A. Established teams are teams that completed the last scheduled season, including teams that were down to four (4) players and meet the minimum requirements listed below.
- B. Established teams will play in the League for which the team qualified after the last game of the last scheduled season.
  1. Provided the team consists of four (4) members of the original team and any two (2) members that are qualified to shoot in that league.
  2. The team must consist of at least **six (6) players** eligible to play the next season.

## **ARTICLE XIII – NEW TEAM ENTRANCE TO LEAGUE PLAY:**

- A. A new team is:
  1. At least **six (6) players** that have not competed as a team.
  2. A team of at least **six (6) players** that failed and did not complete the last season, but rebuilds to meet the requirements.
  3. A team of at least **six (6) players** that completed the last season and could not meet the Established Team requirements.
- B. The Executive Committee reserves the right to approve new teams and new sponsors prior to affiliation with this association. The Executive Committee has the authority to approve or reject a new team or new sponsor, with cause.

## **ARTICLE XIV – TEAM, NEW AND RELEASED PLAYERS, AND FORMS:**

- A. No team will be scheduled for a season if the Secretary has not received the Roster/Statement of Intent Form (TR-1) by the cut-off date and time for that season.
1. All players intending to play during a given season must sign the Roster/Statement of Intent form of a team.
  2. As soon as player signs the Roster/Statement of Intent Form they are committed to play for that team.
  3. Any player signing another team Roster/Statement of Intent Form without being released from a prior commitment shall be suspended for an indefinite period and all points scored by the player and/or partner will be subject to forfeiture. It is the responsibility of the player to verify release form has been processed by the Secretary.
- B. Rosters must be received by the MGCDA Secretary no later than six (6) p.m. ***There will be no exception to this rule.***
1. On 1 December for the Winter/Spring Season.
  2. On 1 June for the Summer/Fall Season.
  3. It is the Team Captain's responsibility to make sure that the MGCDA Secretary has received their Roster/Statement of Intent Form by the cut-off date for each season.
    - a. The Team Captain should verify the MGCDA Secretary has received their Roster/Statement of Intent Form. This must be done prior to the Scheduling Committee meeting.
- C. Cut-off date of mid-season shall be seven p.m. (7:00 p.m.) of the date of the first game of the last half of the season. (Ex. If the season is to be eighteen (18) weeks, the cut off will be week 9 at 7:00 p.m. If the season is 14 weeks, the cut off will be week 7 at 7:00 p.m.) No player may join a team after this date and time except as allowed elsewhere in this Article.
- D. Players may be released from committal, at their request, by the team captain, provided that team strength will not be fewer than six (6) players.
1. Any player refused a release by a team captain may request the Executive

- Committee to intervene on their behalf.
- a. The Executive Committee may grant release after both parties and any witnesses have appeared on their behalf.
    - b. Failure of either party to appear at the hearing will automatically give the opinion to the party that is present.
  2. If a member of a team leaves the area the team must release him for CAUSE.
    - a. Should the member return to the area the release may be canceled.
    - b. The player must re-sign the master roster.
    - c. The team captain must submit a TR-2.
    - d. Cancellation of release must be in writing.
- E.** Players signing after the cut-off date for the season will not be allowed to play until the TR-2 is filled out and the team captain puts it in the envelope to be mailed to the Secretary with that evening's score sheet.
- F.** Released players may sign with any team up to the mid-season cut-off date.
1. Released or new players may sign at any time with a team that has six (6) players or less.
  2. Players from disbanded teams, with exception of the players who caused the disbandment, shall be allowed to play with other teams.
    - a. Player(s) that cause a team's disbandment shall not be allowed to play for the rest of the season, unless their absence was due to physical impairment or job/duty requirements.
    - b. The Executive Committee shall determine the eligibility of these players, and/or whether any recommendations for disciplinary action should be made to the Board of Governors.
- G.** Any player voted off of any team for any reason shall be said to have been released with prejudice.
1. Any player released with prejudice must appear before the Executive Committee with both former Captain and the gaining Captain and any witness that any party desires to call, before he may join another team.
  2. The Executive Committee will base its decision on the information presented as whether or not to allow the player to join another team.
- H.** Within sixty (60) days of their moving into the area, new members may join the MGCDA

and sign a Team/ Roster/Statement of Intent. This also includes an individual who has left the area for more than fourteen (14) weeks and returns.

## **ARTICLE XV – PLAYING LEAGUE STRUCTURE AND SCHEDULING:**

- A.** The year consists of two (2) seasons.
  - 1. The Winter/Spring season (January through May) will start on the third (3<sup>rd</sup>) Thursday in January.
  - 2. Summer/Fall season (July through November) will start on the third Thursday in July.
- B.** MGCDA teams will be divided into leagues by levels of skill play, based on past performance of either players or teams.
  - 1. These leagues may be Platinum, Gold, Silver, Copper and Bronze, with Platinum being the highest and Bronze being the lowest.
    - a. Leagues may be added or subtracted to accommodate registered teams as necessary.
  - 2. Teams and players will be rated at the level the team held at the end of the last season played, including those promoted/demoted as described in Section C of this Article.
- C.** Promotion/Demotion Procedure (guidelines use only)
  - 1. The Scheduling Committee has the authority to place any new team at any higher or lower level, regardless of eligibility, to maintain a numerical balance of teams as nearly as possible at all levels.
  - 2. The last place teams in each league will move down to the next lower league.
  - 3. The first place teams in each league will be promoted to the league above the last league played.
  - 4. League moves will be effective immediately after last match of last leg played.
  - 5. Any tie for promotion/demotion, or first place between any teams within a division will require a one game play-off, unless one team concedes to the other.
- D.** Scheduling League Play
  - 1. The President will appoint a Scheduling Committee Chairman to create the

schedule for the upcoming season. The committee will consist of 3 to 5 members in good standing and meet to establish the new season schedule. They will group all teams, established and new, into leagues the teams are qualified for.

- a. Each league will be divided by geographical proximity starting with the extreme end of the East and West divisions and working towards the center.
    - b. The leagues will be balanced numerically by placing a team in the next lower league as needed to fill any vacancies.
    - c. If it is necessary to move teams up, then the next highest established team, based on results of last leg, will be moved up.
  2. Should a numerical imbalance require subdivision of a league, then one promoted and one demoted team will be placed in each subdivision.
  3. Subdivisions will overlap within the division as is necessary to maintain a balance of skills.
  4. When a central division is activated through all league levels, the schedulers will start in the approximate geographical center of the Central division and working alternately towards the East and West divisions to schedule the Central division. It is permissible for the Central and East divisions and the Central and West divisions to overlap in the interest of balancing league structure and skills.
  5. Schedulers will then schedule as many complete rounds as is possible within an eighteen (18) week time frame.
    - a. An extra week may be inserted for hurricane season and/or major holidays, or time for scheduled preparation, if needed.
    - b. If inclement weather (ie. Hurricane, Snow/Ice Storm, etc.) prevents a large number of matches from occurring, these matches may be played at a later date, to be determined by both scheduled team Captains. Secretary must be informed of the intent to reschedule. Match must be completed prior to the end of the season.
    - c. It is permissible for a season to be less than eighteen (18) weeks, as necessary.
- E. League play-offs for Grand Champion, Promotion/Demotion, ties and Division winner ties. Platinum League play-offs are to be as follows:
  1. Platinum
    - a. When there is one Platinum Division, play-off are to be as follows:

- 1) First (1<sup>st</sup>) vs. Fourth (4<sup>th</sup>).
  - 2) Second (2<sup>nd</sup>) vs. Third (3<sup>rd</sup>).
  - 3) Winners will play the following week for the Championship.
- b.** When there are two Platinum Divisions (East and West), play-offs will be conducted the same as in all other divisions.
2. All play-offs shall be best two (2) out of three (3) matches based on regular league format.
    - a.** The first team to score ten (10) points wins that match.
    - b.** Should a tie result after a full match has been played, then a team game of 1001 easy on/double out will be played, with six (6) players from each team.
      - 1) If a team played shorthanded, then all players on that team, who participated, must play if still present. If shooting with less than six players a team must skip turns to equal six players.
      - 2) Each team will shoot in rotation.
        - a)** Once lineup has been set, no deviation from rotation will be allowed.
        - b)** Deviation will be cause for forfeit. Players cannot play out of order.
  3. All division winner ties, promotion/demotion play-offs must be completed within fourteen (14) days of season's final game, unless a hurricane or holiday intervenes. Then the time limit will be extended if needed. This will be one match only between the two teams.
  4. All league champion play-offs must be completed within twenty-one (21) days of season's final game, unless there is a division play-off. Then the play-off must be completed within twenty-one (21) days of completion of division winner play-offs.
- F.** The Scheduling Committee has the authority to:
1. Decide which major division will be subdivided.
  2. Decide when to implement a central division.
  3. Increase or decrease the number of teams promoted/demoted to maintain a balance throughout the entire league structure.
    - a.** This rule may not be imposed to make room for a newly formed team.
    - b.** Established teams always take precedence over a new team.

## **ARTICLE XVI – PLAYING RULES:**

### **A. General**

1. All dart events played under the exclusive supervision of and/or sanctioned by the ADO/MGCDA, shall be played in accordance with the following rules.
2. All players/teams shall play by these league rules, and where necessary, supplemental rules stipulated by the MGCDA Board of Governors.
3. Any player/team, who in the course of any event, fails to comply with any of these league rules shall be subject to disqualification from the event.
4. The interpretation of these league rules, in relation to a specific darts event, shall rest with the Executive Committee whose decision shall be final and binding.
5. Good sportsmanship shall be the prevailing attitude during league tournament play.
6. Gambling is neither permitted nor sanctioned by the ADO/MGCDA.
7. The ADO/MGCDA assumes no responsibility for accident or injury during any league or special event.
8. If a problem or question should arise during a match, the VP East or VP West should be called.

### **B. League Play shall consist of the three legs of play as follows for the Platinum Division of the League.**

1. Leg 1. Three (3) single game 301 Double On/Double Off and three (3) single games Killer Cricket with points, played alternately with 301 being the first set.
  - a. All single games in the Platinum Division shall be played best of three in each match.
2. Leg 2. Three (3) doubles games, Killer Cricket with Points.
3. Leg 3. Three (3) doubles games, 501 Easy On/Double Off.

### **C. League Play shall consist of the three legs of play as follows for all other Divisions of the League.**

1. Leg 1. Six (6) single games, 301 Double On/Double Off.
2. Leg 2. Three (3) doubles games, Killer Cricket with Points.
3. Leg 3. Three (3) doubles games, 501 Easy On/Double Off.

### **D. Points will be awarded as such:**



1. One point will be awarded for each game of singles.
  2. Two points will be awarded for each doubles game.
  3. A total of eighteen (18) points for each match.
- E.** No player may move down in divisions more than one (1) division at a time. A player must sit out one (1) complete season to be considered a lower ranking player. For example, a Platinum Player who has played in Platinum one season may only go down to Gold, a Gold Player may only go down to Silver, Silver to Copper and Copper to Bronze.
- F. Score Cards**
1. The MGCDCA Official Score Cards will be in triplicate and will be used by all teams.
    - a. The PINK copy is to be kept by the Home Team.
    - b. The YELLOW copy is to be kept by the Visiting Team.
    - c. The WHITE copy will be mailed to the Secretary the next day after play.
  2. Do not use RED pens.
  3. Date of match and team names (home team on left, visiting team on right).
  4. Print players name, FIRST AND LAST as well as their membership card number for the first time they play.
  5. Both team captains must indicate their line-up, one leg of play at a time, and no substitutions will be allowed after the line-up is made, unless agreed upon by both team captains.
  6. Winners of each game will be marked with an “X” or by circling the number/name.
  7. Both team captains are responsible for recording high scores, high on and high outs for Ladies and Men.
  8. Mark final match score at the top of the score sheet.
  9. Both team captains must sign the score card and make sure the score is written at the top, as well as both team names and correct date.
  10. The comment section:
    - a. Is to record 8T0, trip trips, and dead eyes.
      - 1) Example: If a player scores a 120 out/on and no other player scores higher during that night of play, the 120 is considered High Out/On as well as High score.

- 2) Awards are given for Trip Trips in Cricket only. All 9 marks must count, either to close or score points.
  - b. Denote any problems/praises.
  - c. To notify the Secretary of a formal complaint.
  - d. To notify the Secretary that the Captain/Co-Captain was not present to sign the score card and as to who signed it.
- 11.** The host team captain must mail score cards to the Secretary by the following day.
- 12.** If the score card is not received prior to the last match of the season, winning points not verified by the official MGCD A score card will remain invalid and winning placement, team awards and individual awards of all teams in all divisions will be based on verified points only.
- a. The Secretary may call the Visiting Captain and ask for the YELLOW copy of the score card to be hand delivered to an Executive Committee member/Secretary, or designee to verify points.
  - b. The Visiting Captain may call the Secretary and offer to hand deliver the score cards to verify points won/lost and high scores.
  - c. All scoresheets and points therein are the responsibility of the team captains. Missing scoresheets must be provided to verify points are recorded accurately.
  - d. Scoresheets cannot be withheld longer than 3 weeks after the date of play has occurred. Scores could be forfeited should this occur.

**G. FORFEITS:**

- 1.** League play will commence promptly at 7:30 p.m. on Thursday.
  - a. It is permissible to start early provided, both teams are present and both captains concur.
  - b. A match may be postponed by agreement of both captains for reasonable situations or conveniences.
  - c. A postponed match must be completed prior to the next scheduled league play date, unless prior approval is received from the EC, then agreed upon by both captains.
  - d. The last game of the season may be advanced a maximum of seven (7) days but cannot be delayed.

- e. The hosting location for a postponed match may be changed by agreement of both captains.
  2. A team with less than four (4) players in attendance at 7:30 p.m. on Thursday automatically forfeits.
    - a. At least four (4) players of the team calling the forfeit must be present.
    - b. Any team with at least four (4) players in attendance at the scheduled starting time must play the match if an opponent is present.
    - c. When a Game comes up and there is no one to play the game, that particular game will be forfeited to the opposition in attendance. Notify a member of the EC at that time.
    - d. Points will only be awarded for events where players are in attendance. If neither team has a member present to shoot that game, points will not be awarded to either team.
    - e. All players in attendance will be listed on their respective side (home/visitor) of the score card with their dart card number.
    - f. The score card is to be signed by the attending captain(s) and mailed to the Secretary
  3. Anytime a player stands at the hockey line and purposely throws three (3) darts to the floor, it shall be considered an automatic forfeit of that game.
  4. An unauthorized player is a player that is not a member of MGCDA, a member not in good standing or a member that is not on the TR1 and/or a TR2 has not been filed with the Secretary. A match with an unauthorized player will be declared a forfeit.
  5. Point(s) will be awarded to the opposing team.
  6. All players will have their membership cards in their possession during matches as proof of membership.
  7. If a player is challenged and the player does not have the membership card in possession, the challenger has the option of allowing that player to play on a conditional basis, as long as the team captain shows proof of the player on the TR1.
  8. Conditional basis should be noted on the score card in the comments section.
  9. The Secretary will verify or deny the claim.
- J.** Nine darts warm up is the maximum allowance per player.

**K.** Players and scorer only are allowed inside the playing area. Opposing players must stand at least two feet behind the player at the hockey line.

**L.** The Throw:

1. All darts must be thrown from the hand.
2. A throw shall consist of three darts, unless a game is finished in a lesser amount.
3. Any dart bouncing off or falling out of the dartboard shall not be re-thrown, except when throwing for the cork.

**M.** Starting:

1. The visiting team will have the option of throwing first for the cork in each game of each leg.
2. The second thrower may acknowledge the first as an inner or outer Bull (cork) and ask for the dart to be removed prior to their throw.
3. Should the second player dislodge the dart of the first, a re-throw will be made with the second thrower now throwing first.
4. The dart must remain in the board in order to count. Additional throws may be made when throwing the cork until such time as the player's darts remains in the board.
5. Re-throws will be called if the scorer cannot decide which dart is closest to the cork, or if both darts are anywhere in the inner bull or if both darts are anywhere in the outer bull.
6. Should a re-throw be necessary, the person who shot second will now shoot first.
7. No dart may be touched by the thrower, another player, the scorekeeper, or a spectator prior to the decision of the scorekeeper.
8. For a dart to score it must remain in the board for five (5) seconds after the third (3<sup>rd</sup>) or final dart has been thrown by that player.
9. In order for a dart to be counted as a score, the tip of the dart must be touching the bristle portion of the board.
10. A dart score is determined from the side of the wire at which the point enters the board.
11. It is the responsibility of the player throwing the darts to verify the score before removing the darts. Failure to do so will result in no points scored.

**N.** The decision of the scorekeeper is final.

**O. The Games:**

**1. 301**

- a.** Double On/Double Off
- b.** The inner bull is considered a double 25.
- c.** The “Best Rule” shall apply, if a thrower scores one less, equal or more points than needed to reach zero, and did not hit a double with the last dart thrown to equal zero, the thrower has busted.
- d.** The score left reverts to the score required to win the game prior to the beginning of this throw.
- e.** Fast finishes, such as 3 in a bed, 222, 111 shanghai etc., do not apply.

**2. Killer Cricket:**

- a.** Only the numbers 15 through 20, the inner and outer bulls eye are used.
- b.** The object is to close all the numbers and the bulls eyes prior to your opponent.
  - 1)** Killer Cricket means what it implies and often the strategy of shooting points means the difference between a game won or lost.
  - 2)** To close a number, you must score three (3) of that particular number. (Ex. Throw three singles, or one double and one single, or a triple.)
  - 3)** To close the bulls eye the inner counts as a double and the outer as a single.
  - 4)** Once a player/team closes a number, points may be scored on that number until the opponent closes that number, after which no further points may be scored on it.
  - 5)** The player/team that closes all the numbers and bulls eyes first and has the most points is the winner.

**3. Doubles Events Cricket and 501**

- a.** Doubles Cricket will be played as stated above with the exception of a partner throwing in split rotation against opposing team.
- b.** 501 will be played as easy on/double out.
- c.** The double out will be as stated under 301 play Section 9.A.3.
- d.** It is permissible for one member of a doubles team to throw for the cork and have his/her partner shoot first.
- e.** It is permissible for a doubles team to participate with one player provided that

team forfeits a turn in rotation equal to the missing player. The missing player may not join a game in progress.

**P.** No player may participate in more than one game per leg of play either singles or doubles.

**Q.** Darts used in league play shall:

1. Not exceed an overall maximum of length of 30.5 CM (12 inches).
2. Not weigh more than 50 grams per dart.
3. Consist of a recognizable point, barrel and flight.

**R.** Dartboard:

1. The dartboard will be a standard 18” bristle board of the type approved by the ADO/MGCDA, and shall be of the standard 1-20 clock pattern, and shall be in good or better condition.
2. The minimum throwing distance shall be 7’9 1/4”. The board height shall be 5’8” from the floor level at the hockey, to the center of the double bulls eye. It shall be 9’ 7 3/8” from the center of the double bulls eye to the hockey at the floor level.
3. The scoring wedge indicating 20 shall be the darker of the two colors and must be the top center wedge.
4. The outer narrow band shall score double the segment number; the inner narrow band shall score triple the segment number. The center ring shall score 25 points and be a single bulls eye. The inner circle scores 50 points, be a double for starting and finishing games and shall be a double bulls eye.
5. A dartboard that is not in playing condition can cause a sponsor to lose the certification and cause the team to either re-schedule or forfeit a match.
  - a. If the board is not in playing condition and another one is not available, either team can refuse to play on that board.
    - 1) The match can be re-scheduled as described in ARTICLE XVI C.1.
    - 2) The teams can go to another sponsor lounge with a certified board that is available.
    - 3) Or declare a forfeit.
      - a) The VP East or VP West (depending on area the complaint occurs) must be called and informed what is happening.
      - b) The Secretary must be notified via phone call and by explanation written in

the comments section of the score card.

- b. Boards that have gotten “hard”, have broken wires, missing numbers, etc. are not “good boards”.
  - c. It is up to the Captain/Co-Captain to bring the condition of the board to their sponsor for it to be replaced.
6. Anytime a dartboard bracket is moved, the dartboard must be re-certified prior to the next league match.
- a. Once the board has been “replaced” the VP East/VP West must be contacted.
  - b. The VP East/VP West has 5 days to recertify a “moved” board.
    - 1) It is suggested to notify the VP East/VP West when a dartboard bracket will be moved. It is suggested to move boards only during season breaks.

**S. Lighting:**

- 1. Lighting must be affixed in such a way as to brightly illuminate the board, reduced to minimize the shadows caused by the darts.
- 2. The lights may in no way physically impede the flight of the dart.

**T. The Hockey:**

- 1. A raised hockey 1 ½” high and 2” long shall be placed at the minimum throwing distance; however, a tape or painted line is permissible.
- 2. The edge of the tape or painted line nearest the dartboard will be the hockey line.
- 3. Marked plastic floor runners are permissible only if they are secured to the floor in some manner where they will not move and change the hockey distance.
- 4. Should any portion of a player’s foot or shoe extend over the hockey line during a throw, all darts so thrown shall be counted as part of the throw, but any score made by said darts shall not be scored. One warning by opposing captain shall be sufficient before evoking this rule.
- 5. A player wishing to throw a dart, or darts, from a point either side of the hockey line must keep their feet behind an imaginary straight line extending from either side of the hockey line.

**U. Scoreboard:**

- 1. A scoreboard must be mounted within 4’ laterally from the dartboard.
- 2. The scoreboard shall not be more than a 45-degree angle from the dartboard.

## **ARTICLE XVII – TEAM CAPTAIN DUTIES AND RESPONSIBILITIES:**

- A.** Captains for each individual team may be elected, appointed or chosen in any manner agreeable to the team. If desired, a co-captain may also be chosen to share the duties and responsibilities.
- B.** The team captain shall advise team members of dates and times of Board of Governors meetings.
- C.** The team captain will maintain the TR-1 for their team and will promptly mail any and all changes to the MGCDA Secretary.
- D.** The captain will maintain all team records and perform all duties necessary to the team.
- E.** The captain/co-captain will make the lineup, and with the opposing team captain, ensure that the score card is neat and properly completed.
- F.** The host captain will mail the score card the day after the night of league play.
- G.** The visiting team captain will retain their copy of the scoresheet in case score/match verification is needed.
- H.** The team captain will designate scorekeepers for games when playing at home and will ensure that each scorekeeper is familiar with and abides by the rules and courtesies of correct scorekeeping.
- I.** The team captain is responsible for the conduct of the team during league play.
  - 1.** Excessive drinking, unruliness, profanity, verbal harassment in any form or any other action which disrupts the match or places MGCDA in a bad light are not acceptable.
  - 2.** The team captain shall take action to stop and prevent any such conduct, up to and including expelling the offending party from the playing site with the aid of the sponsor's designee.
- J.** The team captain shall be responsible for posting correspondence in the sponsor bar/lounge.
- K.** The team captain shall have a current revised copy of the MGCDA By Laws in their possession and will familiarize themselves with said By Laws.



## **ARTICLE XVIII – SCOREKEEPING:**

- A.** The home team is to be listed on the left side of the scoreboard and the Visitors on the right. Do not change sides during the night of play.
- B.** Mark the board so that scores made are listed in the outer columns of the scoreboard and the remaining score is listed in the inner column. (ADO rule #36)
- C.** Do not touch a dart when checking to see who has won the cork. If a decision cannot be made “as is” how/where the darts are in the board, a re-throw will be made.
- D.** Do not talk while a player is at the hockey line.
- E.** Sit/Stand facing the scoreboard.
- F.** Stand still. No Dancing or Fidgeting. Most players do not mind if the scorekeeper smokes/drinks while keeping score. Use judgment and if asked not to, don't.
- G.** Do not call out the score of any dart(s) thrown unless asked by the shooter.
- H.** Do not tell a shooter what to shoot.
  - 1.** The scorekeeper is not to tell a shooter what to shoot.
  - 2.** If the scorekeeper is asked they may tell the shooter what is left and/or what is shot.
- I.** Do not change the score once it is written down.
  - 1.** A shooter should not remove their darts until they have confirmed the score they have shot and it has been written on the scoreboard.
  - 2.** Once a shooter shoots and a remaining score is written down the previous score stays as written.
  - 3.** In a doubles match after the partner shoots the previous partners score stays as written.
- J.** Do not lean out to see what a dart has scored unless asked by the shooter.
- K.** Do not show any signs of disgust or excitement.
- L.** Never mark cricket scores until the last dart in a turn is thrown.
- M.** Do not change the score or erase the board in the middle of a players throw.
  - 1.** When the scoreboard is full and needs to be erased, it is recommended that the scorekeeper erase only the top of the board, leaving the last couple of scores to allow all shooters an opportunity to check the math.
  - 2.** Changes should be made between throws.

## **ARTICLE XIX – STANDING COMMITTEES:**

All committees will have an appointed Chairman who schedules and oversees the meetings. They are also responsible for all maintenance of receipts and collection of funds to be turned over to the Treasurer. Any additional paperwork and meeting notes will be turned in as well.

### **A. By Laws Committee:**

1. This committee will be chaired by the Parliamentarian, appointed by the MGCDA President and the term of the Chair will be three (3) years.
  - a. The Committee Chair will be available for advisement on the By Laws at the BOG meetings.
  - b. The Committee Chair will be responsible for reporting to the MGCDA President.
2. The committee will be comprised of up to nine (9) members appointed by the Committee Chair.
  - a. The committee will revise the Standing Rules and Bylaws as deemed necessary.
  - b. The committee will publish its recommendations of proposed Bylaw changes to the website.
3. All MGCDA members are invited to attend Bylaw committee meetings.
4. The committee chair will notify all members of the MGCDA of meeting times and places through the MGCDA website.
5. At the end of the term of revision, the revised Bylaws will be presented to the President for review by the Executive Committee before ratification by the BOG.
  - a. If the Executive Committee has questions or suggests any changes to be made, the Bylaws Committee will take under consideration the suggestions and either make the revisions or submit proposal changes to the Secretary for publication for future vote by the BOG.
  - b. Should the BOG feel that any changes are necessary, the proposals shall be submitted as previously stated in **ARTICLE VII – BOARD OF GOVERNORS, Section D.**

### **B. Webmaster:**

1. Shall be appointed by the MGCDA President at the January BOG meeting.

2. Is responsible for upkeep of the MGCD A website.
3. Should no Webmaster be available, the President and Secretary will perform needed updates to the site.

**C. Scheduling Committee:**

1. Shall be appointed by the President.
2. Term of office is per season.

**D. Poll Supervisors:**

1. Shall be appointed at the January BOG meeting.
2. Term to be completed at the close of the election.
3. Responsibilities listed in **ARTICLE X – ELECTIONS Sections E & F.**

**E. Trustees Committee:**

1. The Committee will be comprised of three (3) members appointed at the January BOG meeting.
  - a. A three (3) year Trustee.
  - b. A two (2) year Trustee.
  - c. A one (1) year Trustee.
    - 1) Positions will rotate down every year.
    - 2) Positions shall not be held by an Executive Committee member.
2. The trustees shall be responsible for the oversight of the MGCD A bookkeeping.
  - a. They will be responsible for auditing the journals of the PR Director, the ADO Rep. and the Treasurer.
  - b. They will be responsible for presenting their report to the President and the BOG.
  - c. At least two (2) of the three (3) Trustees must sign the report.
  - d. The Trustees must audit the MGCD A books a minimum of four (4) times per year.