

BYLAWS of
THE IOWA STATE BRIDGE LEAGUE

Article I. The Organization

Section 1.1. The Iowa State Bridge League (hereafter: ISBL) is Unit 163 of the American Contract Bridge League (hereafter: ACBL), the primary sanctioning body for tournament bridge in the United States of America. The ISBL exists under the sanction of the ACBL and District 14 of the ACBL and functions within the Constitution, Bylaws, and regulations of those organizations. The ISBL is a non-profit 501(c)(7).

Section 1.2. The ISBL consists of the geographic area which includes the following counties:

Allamakee, Benton, Blackhawk, Bremer, Buchanan, Butler, Cedar, Cerro Gordo, Chickasaw, Clayton, Clinton, Davis, Delaware, Des Moines, Dubuque, Fayette, Floyd, Franklin, Grundy, Hancock, Hardin, Henry, Howard, Iowa, Jackson, Johnson, Jones, Keokuk, Lee, Linn, Louisa, Mitchell, Muscatine, Poweshiek, Rock Island, Scott, Tama, Van Buren, Washington, Winnebago, Winneshiek, and Worth.

The counties are all in Iowa except Rock Island County, which is in Illinois.

Section 1.3. The fiscal year of the ISBL shall be 1 January through 31 December.

Article II. Purposes of the ISBL

Section 2.1. The principal objectives of this organization are: (a) to preserve and promote the best interests of those playing competitive contract bridge and modifications thereof; (b) to cooperate with and assist the ACBL in the promotion and conduct of contract bridge tournaments; (c) to prescribe rules of eligibility for participation in ACBL sanctioned events within the geographical boundaries of the ISBL in accordance with the rules and regulations of the ACBL; (d) to consider and pass upon reports of dishonest, unethical or disruptive conduct of participants in tournaments and, when necessary, to bar or suspend persons found guilty of such conduct from further participation in ACBL sanctioned events; and (e) to promote and develop the organization and operation of affiliate clubs within the ISBL area.

Section 2.2. Subsidiary objectives of this organization are engaging in such activities as materially contribute to one or more of the principal objectives specified above, supporting worthwhile charities, and promoting all phases of contract bridge.

Article III. Membership

Section 3.1. Membership in the ACBL shall carry with it membership in the ISBL.

Section 3.2. Any person is eligible for ISBL membership, subject to ACBL approval, provided that he or she is not, at the time of application, subject to disciplinary action by the ACBL or some district or unit thereof.

Section 3.3. The ACBL and ISBL may set specific requirements for indications of intent to join them, but may not discriminate against any applicant by denying membership on the basis of ethnicity, religion, nationality, sex, age, occupation, condition of health, or sexual orientation.

Section 3.4. Participation in ISBL events shall bind participants to full compliance with and adherence to these Bylaws, the Charter for the ISBL and the Charter and Bylaws of the ACBL.

Section 3.5. Except as may be herein otherwise provided, a member shall enjoy and possess all rights of membership equally with all other members.

Section 3.6. A member remains in good standing unless he or she has failed to pay his or her ACBL annual dues or has been disciplined under Article IX, Sections 1.

Section 3.7. All members in good standing shall have the following rights and privileges:

- (a) To speak, make or second motions, and to vote in person at any membership meeting of the ISBL;
- (b) To attend and speak at any meeting of the Board of Directors (hereafter "Board"), provided that each speech is limited in duration and is relevant to the item of business on the agenda;
- (c) To receive notices of all membership meetings and all general publications of the ISBL and ACBL; and,
- (d) To vote in the election of Directors to the Board; and to be eligible for election to the Board or for election or appointment to offices and committees of the Board.

Article IV. Dues

Section 4.1. Annual dues are an amount set by the American Contract Bridge League.

Section 4.2. The Board shall have no power to levy any special assessment to be added to the dues.

Article V. Membership meetings

Section 5.1. The Board must call a membership meeting to ratify any changes in the Bylaws of the ISBL. It may convene additional meetings, directly or by its officers, at its discretion.

Section 5.2. Notice of a membership meeting must be given at least twenty (20) days prior to its occurrence. The notice must contain an agenda. Bylaws changes must be included in the agenda.

Section 5.3. Special membership meetings may be convened by petition. If a petition calling for a meeting signed by ten percent (10%) of ISBL members (membership count is maintained by the Secretary-Treasurer) in good standing is presented to the Secretary-Treasurer, it must be held at the first convenient opportunity, usually the first sectional tournament thereafter. The provisions of Section 5.2 apply to these meetings.

Section 5.4. A quorum for the transaction of business at any membership meeting is five percent (5%) of ISBL members. Membership meetings shall be conducted by the President of the ISBL or, in his absence, by the Vice-President or, in the absence of both, by a Board member appointed by the President.

Section 5.5 No proxy voting will be permitted at membership meetings.

Article VI. Board of Directors

Section 6.1. The affairs of the ISBL shall be managed by its Board of Directors.

Section 6.2. The Board will consist of elected ISBL members designated from areas set up in ISBL Policies and the Secretary-Treasurer.

Section 6.3. Directors will be elected to two-year terms. Elections will occur in odd numbered years.

Section 6.4. The Board is empowered to revise area boundaries or increase or decrease the number of areas. In any year ending in 9 the Board will review the demographics of the ISBL in order to set up areas that group around the current active local duplicate bridge clubs with the idea that administration and information best flows to and from persons playing together on a regular basis. Two-thirds of the Board must vote in the affirmative in order to change the areas designated in the ISBL Policies.

Section 6.5. Nomination and election of directors will be done as follows:

- (a) On or before 15 June each odd-numbered year the Secretary-Treasurer shall notify the ISBL membership, by means of the Unit Bulletin, Unit Website notice, e-mail and/or regular mail that nominations for directors are in order and should be made by 25 July of that year;

- (b) Any ISBL (Unit 163) member in good standing (See article III, Sections 4.2 and 4.6) may nominate himself or herself by submitting a notice of intent to the Secretary-Treasurer;
- (c) Nominees for Area director must reside in the Area they wish to represent;
- (d) If no one or too few persons have declared a nomination for an Area directorship the Board may nominate one or more persons for the positions in question;
- (e) There will be no elections in uncontested cases and the Board will not nominate additional candidates after the closing date for the nominations if there is a nominee for each open position; and
- (f) Following receipt of all nominations, the Secretary-Treasurer or an agent of that officer will prepare a ballot if there is one or more contested positions. This ballot should be distributed no later than 1 October, preferably sooner. Ballots can be distributed by email, and voting can be conducted electronically using appropriate computer applications (i.e., voting confidentiality must be maintained). Ballots can be distributed by mail upon request, and returned by mail. A deadline for returning ballots to the Secretary-Treasurer must be specified on the ballot. Contested elections will be decided on the basis of which candidate received the most votes. Mailed ballots must be returned in a sealed envelope signed by the eligible voter (a member in good standing of the ISBL). Those seeking anonymity may place their ballot in an unsigned envelope if it is inside a signed and sealed envelope.

Section 6.6. Each ISBL member shall have the right to vote for the number of representatives designated in the ISBL Policies for the area in which they reside or have been assigned.

Section 6.7. The newly elected Directors shall hold a brief organizational meeting to elect officers. This meeting should usually be held in conjunction with the last scheduled meeting of the out-going Board and new Board members should thus be invited to attend both meetings. The new Board and Officers shall take effect 2 weeks after this organization meeting.

Section 6.8. The Board shall hold a minimum of two meetings per year, usually at a regularly scheduled ISBL event. Notices of meetings must be furnished to all Board members not less than eight (8) days prior to the meeting date. The time and place of each meeting shall be posted or announced by the ISBL President or an agent of the President at the beginning of the tournament. Special meetings of the Board may be called by the President, Secretary-Treasurer, or any three (3) members of the Board and written notices of meetings must be furnished to all Board members not less than eight (8) days prior to the meeting date. At the discretion of the Board President, official Board meetings can be conducted online, provided that both Board Members and ISBL members are notified in accordance with the prior stipulations of this section

Section 6.9. A quorum of the Board is 50% or more of its members. When there is a

quorum, a simple majority of those voting is required and sufficient to pass a motion unless designated differently in these Bylaws.

Section 6.10. Only those elected to the Board may vote on motions before the Board with the exception that the Secretary-Treasurer shall not serve as an elected representative but said Secretary-Treasurer shall have a vote as an ex officio member of the Board.

Section 6.11. Minutes of all meetings of the Board shall be distributed within two weeks to members of the Board. Board members shall submit any modifications of the minutes to the secretary. The final minutes of a meeting will be approved at the subsequent board meeting. Upon approval, the minutes shall be posted to the unit website by the unit webmaster.

Section 6.12. Powers and duties of the ISBL Board, in addition to those granted by other provisions of these Bylaws, the State of Iowa and the bylaws and regulations of the ACBL, include:

- (a) To acquire, hold, administer, maintain, and dispose of all property of the ISBL;
- (b) To appropriate the funds of the ISBL as set forth in these Bylaws;
- (c) To hire and discharge employees and supervise their conduct and to set their compensations, provided such compensations do not conflict with the rules or policies of the ACBL;
- (d) To audit, or request audit of all receipts and disbursements of the ISBL;
- (e) To conduct, manage, supervise and control all business of the ISBL, including among other things conducting tournaments;
- (f) To censure, suspend, expel or otherwise discipline any member or tournament participant, in accordance with unit, district and national ACBL policies and rules (see Article IX); and
- (g) To appoint one or more coordinators for events sponsored by ISBL, such as sectional tournaments, regional tournaments, charity events, qualifying rounds of the Grand National Pairs and Teams, and special events benefiting the ISBL.

Section 6.13. Vacancies on the Board due to any cause shall be filled by the Board at its first opportunity, provided the vacancy occurs during the first nine months of the fiscal year.

Section 6.14. Missing two consecutive meetings without prior notification to the President or Secretary-Treasurer and without a legitimate reason shall constitute a resignation from the board.

Section 6.15 No proxy voting will be permitted at Board of Directors meetings.

Article VII. Officers and Executive Committee of the Board

Section 7.1. The officers of the ISBL are the President, the Vice-President, and the Secretary-Treasurer.

Section 7.2. The President, and the Vice-President shall be elected members of the Board. The Secretary-Treasurer shall not be an elected member of the Board, but is an ex officio member of the Board with full voting rights.

Section 7.3. Officers are elected for terms of approximately two years.

Section 7.4. Officers shall be elected by the Board at its organizational meeting, which shall be held in conjunction with the last meeting of the preceding Board. A temporary presiding member shall be elected and conduct the meeting until a President is elected. (Typically, the organizational meeting will be called to order by the presiding officer of the concurrent meeting of the outgoing board.)

Section 7.5. One or more persons may be nominated for each office. If but one person is nominated for any office, that person will be declared by acclamation. In contested elections the person receiving the larger number of votes is elected. Secret balloting is required. In case of tie votes, second ballots will be taken.

Section 7.6. If an officer resigns, that office will be filled at the next Board meeting.

Section 7.7. Impeachment. Any officer or director may be removed from office or position on the Board for cause at any meeting of the Board. This action shall require that two-thirds of those present, when there is a quorum, shall so vote. Any person against whom impeachment charges are brought shall be notified in writing by registered mail at least ten (10) days prior to the meeting of the Board at which charges shall be heard. All charges must be included in said notice. Those charged shall have the right to be heard by the Board prior to any vote on such charges and have the right to representation by counsel. Any action taken by the Board is final.

Section 7.8 The Executive Committee of the Board shall consist of the President, Vice President, and Secretary-Treasurer. The Executive Committee of the Board has the power to act on behalf of the full board and is a steering committee for the board. The committee shall facilitate decision making between board meetings or in urgent and crisis circumstances.

Article VIII. Duties

Section 8.1. The duties of the President shall be:

- (a) to preside at all meetings of members of the ISBL and at all meetings of the Board of Directors and develop agendas for these meetings;

- (b) to assist and help in arrangements of all tournaments subject to the approval of the Board of Directors;
- (c) to be a member of all standing committees;
- (d) to exercise general supervision over the activities of the ISBL, and to perform such duties as are incidental to the office or which may be conferred upon him/her by the Board of Directors.

Section 8.2. The duties of the Vice-President are:

- (a) to perform such duties as the President or the Board of Directors may prescribe; and
- (b) In the absence of the President, the Vice-President shall assume those duties.

Section 8.3. The duties of the Secretary-Treasurer shall be:

- (a) To keep on file a roster of all members of the Iowa Unit; to keep on file minutes of all meetings of the membership and of the Board of Directors; to keep on file records of tournaments and other activities; to receive and file reports of Officers and Committees;
- (b) To prepare the report of winners, proposed yearly budget for Board approval, the financial statement, minutes of meetings of the Board of Directors, ensure all necessary tax forms and returns are prepared and submitted in a timely manner, and file any change in the bylaws to the IRS. To supervise the mailing of these reports to each Director and to such other members as may request them;
- (d) To have the responsibility of all the funds and securities and property of the Unit, to deposit funds of the Unit as the Board of Directors may desire; to execute, in conjunction with the President or Vice-President, any resolution required by banks for the deposit or withdrawal of Unit funds;
- (e) To receive such salary as the Board of Directors may authorize;
- (f) To make payments from the treasury upon receipt of certified vouchers or bills. All payments for vouchers or bills shall be made by check; and
- (g) To supervise in general other activities of the Unit, subject to approval or discretion of the Board of Directors, or supervise or perform such other duties as are incidental to the office.

Section 8.4. The duties of the Area Directors are:

- (a) Promote ISBL activities to the members of the area they represent;
- (b) Disseminate information from the ISBL Board, District 14, and the ACBL to the members of the area they represent; and
- (c) To serve on a minimum of one ISBL standing committee.
- (d) To welcome new members, congratulate members on rank advancement and contact members whose membership is lapsing.
- (e) To recruit tournament chairs for local tournaments in their areas.

Article IX. Disciplinary Action.

Section 9.1. No member or participant in ISBL events shall be censured, suspended, expelled, barred from participation or otherwise disciplined until furnished with a written copy of the charges against him or her and provided an opportunity to respond to them. The member's response must be received in writing within thirty days of the date of the written charges. Anyone charged may request a formal hearing conducted by the Board or a committee appointed by the Board or the Executive Committee of the Board. Disciplinary actions may be appealed to the District 14 Board or Disciplinary Committee.

Article X. Amendments.

Section 10.1. Amendments to these Bylaws may be made by the members of the ISBL at a duly called membership meeting (See Article V, Sections 1, 2, and 4).

Section 10.2. Amendments may be initiated by either a two-third vote at a Board of Director meeting or by petitions signed by ten percent (10%) members of the ISBL who represent a majority of the areas.

Section 10.3. In order to pass or alter any amendment to the Bylaws, the concurrence of two-thirds or more of the ISBL members present at a membership meeting and voting on the proposal is required.

Article XI. Tournaments.

Section 11.1. Subject to the regulations and rules of the ACBL, the ISBL shall have complete authority over all tournaments conducted by it. The Board will exercise this authority either directly or through a local tournament committee appointed by the Board.

Section 11.2. The Board, on the advice of local players from various communities, will select tournament sites and dates in accordance with ACBL regulations.

Section 11.3. Tournament planning and practices are to be in accord with the ISBL document entitled "Standing Rules for Tournaments". That document may be revised by Board action.

Article XII. Rules of Order.

Section 1. Any technicalities not herein defined shall be governed by Roberts' Rules of Order.

Article XIII: Disposition of Property in event that the ISBL ceases to exist

Section 13.1: Upon dissolution of the ISBL, Unit 163 of the ACBL, and after paying or making provision for the payment of all of the liabilities of the ISBL, all remaining assets of the ISBL shall be distributed to a qualified, adjacent non-profit Unit of the ACBL, or to the ACBL, or to any qualified non-profit that the Board of Directors of the ISBL shall determine.

[To be updated:]

These bylaws are effective January 1, 2020.

Approved by the Iowa State Bridge League membership October 2019.