

# BY-LAWS

Tidewater Area Darting Association

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1. **GLOSSARY OF TERMS:**

- A. **Appeal:** A process by which any TADA member may contest a ruling, situation or finding that he/she feels is unjust.
- B. **Boards:**
  - a. Executive Board – Elected Officials of TADA.
  - b. TADA Board – Executive Board and Team Captains.
- C. **By-Laws:** Governing standards of TADA.
- D. **Event:** Specific game of a set, i.e. 301, 501, Cricket.
- E. **Game:** 301, 501, Cricket.
- F. **Match:** A match shall consist of eight (8) sets of singles and four (4) sets of doubles. A total of 24 – 36 points to win for the evening shoot. One (1) point per leg won.
- G. **Protest:** An objection to an action committed by a player or team during league play.
- H. **“Roberts Rules of Order”:** A book establishing proper methods for conducting any meeting.
- I. **Round Robin Format:** A format under which each player or team plays each other player or team.
- J. **Schedule:** Calendar of matches as approved by the Executive Board.
- K. **Set:** That part of a match consisting of the best two (2) out of three (3) games of an event.
- L. **Sportsmanship Rule:** The character, practice, or skill of a sportsman who exhibits qualities especially esteemed in those who engage in sports, as fairness, courtesy, good temper, winning and/or losing gracefully, etc. All teams should work with each other in order to promote the sport of darts in a friendly manner.
- M. **TADA:** Tidewater Area Darting Association.
- N. **Team Sponsorship:** Required fee necessary for sponsoring all teams in TADA league play.

2. **MEMBERSHIP:**

- A. Membership is open to any person who shows interest in darts as a sport, provided membership fees are paid. The minimum age for TADA league play will be 16 years old. Ultimately, the sponsoring establishment can set their own requirements with regard to age. It is highly recommended that any team with player(s) under the age of 21 check with the establishments within their division. (Grandfather Clause: William Roberts).
- B. Membership fees: Eight (\$8) dollars for the year. Five (\$5) dollars for summer league a league member.
- C. Membership may be restricted or terminated for cause by a simple majority vote of those board members present at any TADA or Executive Board meeting.
- D. A non-voting honorary membership at no charge to the recipient may be issued at the discretion of a majority of those members present at any TADA or Executive Board meeting.
- E. A non-voting honorary membership at the cost of the current membership fee, as voted by the Board, may be issued to a person who wishes to participate in TADA special functions or tournaments.
- F. Once membership cards have been issued, it shall be the responsibility of each league member to be in possession of his or her membership card on match night. This card shall be produced when and if the TADA

member's eligibility is challenged by the opposing team captain. Lost cards may be replaced after payment of one (\$1) dollar processing fee is received by the TADA Secretary/Treasurer.

3. **THE TEAM:**

- A. A minimum of four (4) players shall constitute a complete team. No more than ten (10) players will be allowed on a roster at any time.
- B. A team with no players present at the deadline for starting a match (7:45 p.m.) shall forfeit all points for that scheduled match.
- C. Four (4) players shall be considered a legal team. If less than four (4) players are present throughout the match, a "set" forfeit will take place for absent players.
- D. A team starting with less than four (4) players may play late arriving players (in the sets remaining to be played).
- E. Each player may shoot 1 set per event: 1 singles cricket, 1 singles 01, 1 doubles cricket, and 1 doubles 01.
- F. Two events/sets "MUST" be played simultaneously.
- G. Line ups will be made as follows: Each team captain must take two (2) players present and schedule them in the first two (2) sets. As the set is completed, each team captain will schedule the next player scheduled for the next set, therefore, keeping two sets going throughout the end of the match.
- H. Players may register for any team they wish, however, they do not officially become a member of any team and are not considered a new player for a team until the first night they play and membership fees are paid.
- I. Approval to add a player must be 24 hours in advance. Team captains must call their division coordinator first and the division coordinator will obtain two Executive Board approvals. NOTE: Team captain calls coordinator, coordinator will get two (2) other approvals and call the team captain back.
- J. Members may be moved to a higher division pending an Executive Board ruling if their throwing abilities are equal to the division they wish to move to. Weekly performance will be evaluated for consideration. Members may be moved to a lower division pending an Executive Board ruling if their abilities are equal to the division they wish to move to. Weekly performance will be evaluated for consideration.
- K. New players MAY NOT be added DURING THE LAST TWO WEEKS OF THE LAST ROUND of the season. Penalties for violating this rule are severe. The offending team forfeits all points they may have acquired during the matches the offending player(s) were participants.
- L. A player may switch teams up to the halfway point in the season. After the halfway point of the season, a player is locked into the team for which they played for at that point, unless the team withdraws from the league or with Executive Board approval.
- M. Deletion of team members shall be reported to the Division Coordinator and Secretary/Treasurer. The team captain shall decide who are members of their team.
- N. Team co-captains will be assigned and turned in to the Secretary/Treasurer. Complete name, telephone number and email address.
- O. Any team using an illegal player shall forfeit ALL POINTS WON IN THAT NIGHT'S MATCH. An illegal player is defined as any player whose name does not appear on the original roster supplied to the Secretary/Treasurer by the team captain and who has not been approved by the Division Coordinator and two board members.

4. **TIME FACTORS:**

- A. Matches start at 7:30 p.m. on the date and place scheduled.
- B. Deadline for starting a match is 7:45 p.m. (except in the event of extenuating circumstances, i.e., bridge openings, breakdowns, accidents, etc.) Please use the Sportsmanship Rule.
- C. A set will start after each player has the option of throwing nine practice darts. No more than 10 minutes shall elapse between each set. (It is the opinion of the League that the Sportsmanship Rule be the prevailing factor in this area).

5. **POSTPONEMENTS AND FORFEITS:**

Postponements will be limited to cases of emergency. If a team is unable to make a match, they must contact the opposing team captain and the Division Coordinator a minimum of 24 hours prior to the scheduled match and set a date to play the match. If one of the teams does not show up for the rescheduled match, then they automatically forfeit. All postponements will be approved by the Division Coordinator. In the case of a forfeit, the team that is forfeiting will pay the required weekly fees for *both* teams. The forfeiting team will receive zero points for the match. The team receiving the forfeit will receive an average of their weekly points received thus far into the season plus two (2) points.

6. **RESULTS AND FEES:**

- A. Thirty (\$30) Dollars per team per week.
- B. Monies and score sheets must be received by the Secretary/Treasurer within six days after the match. Failure to pay on time results in a 2 point per week non-refundable penalty for each week fees are late.
- C. Team captains are responsible for collecting team league fees, disseminating league information, neatness, accuracy and handling of score sheets and fees to Secretary/Treasurer.
- D. No score sheet will be accepted unless fees for that night's play are included with score sheets. A team in arrears for two or more weeks will be placed on the standing sheet with zero points.
- E. Both team captains will be responsible for calling in the results to the Division Coordinator no later than 7:00 p.m. on the Wednesday following the scheduled matches. Failure to do so will result in a two (2) point penalty.
- F. A team in arrears for two (2) weeks in fees will be contacted by an Executive Board member to explain possible Executive Board action, fines, forfeitures or expulsion.
- G. All results as posted by the league shall be considered final unless protested and proven valid.
- H. Sponsor fees shall be fifteen (\$15) dollars per team per season. These fees may be paid by the establishment or the team and shall be paid with the League's first week dues.
- I. Checks are allowed with the following policy: (a) first bad check is a warning plus \$25 bank service charge; (b) second bad check will be a fine of \$15 plus \$25 bank service charge; and (c) third bad check results in person issuing the check shall be suspended from the league for the season plus all bank charges.

7. **DISTRIBUTION OF LEAGUE MONIES:**

- A. The thirty (\$30) dollars per team per week will be distributed as follows:
  - 9.00 Payout/Point Money
  - 13.00 Banquet/Trophy Fund
  - 4.00 TADA Tournament Fund
  - 3.00 Secretary/Treasurer Fees

- .50 Youth Fund
- .50 Charity Fund

B. The point money stays in each division. The money from sponsor and membership fees will be put into an escrow account and used for expenses as determined by the Executive Board. Any left over money will be returned to the players.

8. **CHAMPIONSHIP AND PLAY-OFFS:**

- A. The team with the highest total number of points in the division at the end of the season is the division champion. The team with the next highest point total will be second and so on.
- B. First, second and third division ties will be played off, using full league play format for that division, but no fees to be paid. Winner of play-off will receive one point.
- C. All teams in contention must be prepared to play-off ties within ten (10) days following the last regularly scheduled match in their division.
- D. No postponements will be allowed during play-offs.
- E. All play-offs will be played in the normal team format as described in section 3 of these By-Laws.

9. **AWARDS:**

- A. The awards and banquet committee will consist of the Banquet Coordinator and his/her committee of three (3) TADA members.
- B. "180" patches and "9 mark" patches: to earn a patch, you must be a TADA member and shoot in one of the following and have it verified: (a) league match play; (b) TADA tournament or any tournament sanctioned and/or approved by TADA.
- C. Each member of the first, second and third place teams in each division shall receive an award.
- D. The first place team in each division will receive a house award.
- E. Individual awards in each division shall be given for the following: (a) high score – men and women, (b) high on – men and women (double in events only), and (c) high out – men and women.
- F. TADA can be a money league. Monies will be disbursed among teams utilizing a point system.
- G. At the season's end, there can be a TADA banquet for TADA members to attend at the cost of \$5 each and guest fees to be determined by the Executive Board.
- H. Sponsor plaques will be awarded for each team sponsored.

10. **PROTEST AND APPEALS PROCESS:**

- A. **Protest Process:** If a team captain or team member has a protest against another player or team, a protest will be submitted in writing to his or her division coordinator AND any other Executive Board member, no later than five (5) days after the alleged infraction or protest took place. The protest will be put before the Executive Board for a ruling with the TADA Board being advised of the results at the next TADA Board meeting. All persons involved will be sent a copy of the protest by an Executive Board member authorized by the Chairman within five (5) days for comment before a ruling is made.
- B. **Appeals Process:** Any TADA member has the right to appeal any ruling, situation or finding of the Executive Board. This appeal must be submitted in writing to the Chairman and Vice-Chairman within fourteen (14) days of the action. The Executive Board will then make a decision on the appeal.

11. **GAMBLING AND CONDUCT:**

- A. Gambling is neither sanctioned nor is authorized at TADA sanctioned events.
- B. Unsportsmanlike conduct or attempts to distract an opponent will not be tolerated. Reported violations will be considered by the Executive Board for review and action.
- C. If any TADA member throws a dart at any person at any time, he/she will be expelled from the league with expulsion to be reviewed by the Executive Board.

12. **MEETINGS:**

- A. General Membership Meetings: A minimum of one general membership meeting each year for the purpose of the election of TADA officials will be held within thirty (30) days of the first scheduled match of the TADA Winter Season. Other general membership meetings may be scheduled by the TADA Chairman or as directed by the Executive Board. All general membership meetings must be announced to all members at least seven (7) days prior to the meeting date. A maximum of fifteen (15) minutes per topic under discussion may be imposed by the Chairman.
- B. TADA Board Meetings: Such meetings will consist of TADA Board Members only. Meeting date, time and location will be determined by the Chairman. A maximum of fifteen (15) minutes per topic under discussion may be imposed by the Chairman. Vote of TADA Board will be decided by a majority of those members present. A 2 point penalty will be assessed to a team not represented at a TADA Board Meeting, unless excused by their Division Coordinator.
- C. Executive Board Meetings: Executive Board Meetings will be held as directed by the Chairman or by majority agreement of the Executive Board. Votes of the Executive Board Meeting will be decided by a majority of those Executive Board members present.
- D. Recall Meetings: Recall Meetings shall consist of TADA Board members only for the purpose of recalling from office any Executive Board member. A two-thirds majority of the TADA Board present at the recall meeting is needed to recall any board member.
- E. Special General Membership Meeting: Such a meeting may be called for by petition by an association member for a specific purpose only. The specific purpose must be in writing and must be signed by at least ten percent (10%) of the current membership of the association. No other business will be discussed at such meeting. The Executive Board must announce the date, time and location for such a meeting no later than ten (10) days from the date the petition is received by the Secretary/Treasurer. This meeting will take place within thirty (30) days of receipt of the petition. Members other than TADA Board or Executive members may institute a recall under a Special General Membership Meeting.

13. **ELECTIONS:**

- A. Elections of officials shall be at a General Membership Meeting.
- B. Two nominations are required for each official being elected.
- C. Elected Officials: Chairman, Vice Chairman, Secretary/Treasurer, Tournament Director, Assistant Tournament Director, Division Coordinators (elected by members shooting within the division for which the coordinator is being elected), Public Relations Director, ADO Representative, and Banquet Coordinator (non-voting member).
- D. Appointed Officials: Youth Director (appointed by Tournament Director with Executive Board approval), TADA Webmaster (appointed by Secretary/Treasurer with Executive Board approval), and Tournament Secretary (appointed by Tournament Director with Executive Board approval).
- E. Election winners will be determined by the highest number of votes.
- F. No member may vote more than once per office.

- G. No TADA Board or Executive Board Member may hold more than one Executive Board position.
- H. The term for elected officials shall be held for a period of two (2) years. The terms will be staggered: Chairman, Tournament Director, Public Relations Director, ADO Representative and Banquet Coordinator elected in odd years while Vice Chairman, Secretary/Treasurer, Assistant Tournament Director elected in even years.

14. **DIVISIONS:**

- A. Divisions will be formed as needed to conform to the number of teams playing in one season.
- B. The TADA Board will assign each team to a division for the upcoming season:
  - a. Teams in each division will be moved up or down a division after the first round for final placement in a division. Movement of teams after the first round will only be done after a “special meeting” of the TADA Board (Executive Board and Team Captains). Criteria for movement will include, but not be limited to (1) point spread between teams, and (2) addition/deletion of new players.
  - b. Teams filling Byes in the second round are subject to division movement based on the same criteria. However, due to the nature of point calculation for the season, points will move with the team. Teams filling byes in the consecutive rounds do so with the understanding that final point calculation may not reflect a full season and may hinder divisional placement.
- C. The Executive Board shall determine the length and number of rounds per season.

15. **GENERAL:**

- A. **Smoking Policy:** Smoking has been proven to be a health hazard to not only the smoker but also anyone who is exposed to the second hand smoke as well. The ADO prohibits smoking at any sanctioned tournament, any Youth Events whether sanctioned or not, and all National Qualifiers. Furthermore our mission statement demands that action be taken to make all new players comfortable with joining our league. Therefore it shall be the policy of the Tidewater Area Darting Association that smoking is not permitted at **any host location** within fifteen feet of the “Playing Area” to include the oche, the dartboard and the scoreboard.

Definition of Smoking: The term “smoking” means inhaling, exhaling, breathing, or carrying any lighted cigar, cigarette, or other tobacco product or similar lighted product in any manner or in any form.

- B. **No vote proviso:** No Board member may vote on operational procedures or special general meeting purpose if that Board member is directly involved in the operational procedures or purpose of the special meeting.
- C. Any TADA member, under the direction of the TADA Board is to be reimbursed for all legitimate expenses incurred in the name of TADA. All expenses are subject to the approval of a simple majority vote of those in attendance at an Executive Board meeting. Receipts will be required.
- D. All checks issued by TADA must be signed by two (2) authorized Executive Board members.
- E. Withdrawals from the TADA savings account must be made by two (2) authorized Executive Board signatures.
- F. Only one (1) member of a family may be an authorized signer on checks or savings account receipts.
- G. A minimum balance of three hundred dollars (\$300) in the TADA checking account will be carried over at season’s end for the purpose of starting the next season.
- H. The order of business and/or procedures of any meeting called or any subject not covered by these By-Laws, or noted in the TADA and Executive Board minutes shall be subject to “Robert’s Rules of Order Revised.”



- I. Two TADA newsletters to be produced per year and posted on the TADA website. The newsletter would be posted in the months of February and August and will be emailed to all members who register to receive on the TADA website.

16. **ELECTED OFFICIALS DUTIES:**

- A. **Chairman:** The Chairman shall preside at all meetings of the Association. He/she can only vote to break a tie. His/her signature shall be one of the authorized signatures on the Association checking and/or savings account. He/she may be an executive official member of all committees. All active past Chairmen are members ex-officio of the TADA Executive Board.
- B. **Vice Chairman:** The Vice Chairman shall assume all duties of the Chairman in his/her absence. His/her signature shall be one of the authorized signatures on the checking and/or savings account. He/she shall chair all committees assigned by the Chairman. He/she shall perform all duties as assigned by the Chairman. He/she shall be responsible for issuing league schedules.
- C. **Secretary/Treasurer:** The Secretary/Treasurer shall keep accurate minutes of the proceedings of the Association, notify members of their election, issue notices of such meetings, conduct correspondence of the Association, receive and maintain custody of all TADA funds, issue league standings and shall promptly deposit all monies received. He/she shall keep a correct account thereof and pay orders properly drawn on the Association. This position shall be bonded by TADA through D & M Insurance Agency to the amount of ten thousand dollars (\$10,000) subject to an increase at any time by the approval of a two-thirds majority of the Board. The Association will pay all expenses for bonding. He/she shall be responsible for collection of any fees, dues or fines from the Association members and shall be required to submit a treasurer's report at least quarterly. His/her signature shall be one of the authorized signatures on the checking and/or savings account. At the direction of the Board, he/she shall submit books for an annual audit at the end of the term of office. An independent auditing firm or an auditing committee composed of at least three (3) TADA members will be appointed by the Chairman. They shall report their findings of the audit to the Board. He/she shall perform such duties as may, from time to time, be imposed upon him/her by the Chairman. At the expiration of the term of office, he/she shall turn over all books and papers to his/her successor. He/she shall receive from the Association three (\$3.00) dollars per team of nightly league fees collected, not to include registration fees. The Secretary/Treasurer will provide the banquet coordinator with the number of attendees and the banquet funds budget figures and actual expenditures for the past two (2) years by September 1<sup>st</sup> of each year.
- D. **Tournament Director:** The Tournament Director shall organize and oversee all dart tournaments sponsored by TADA. He/she shall be responsible for darting equipment used by TADA. He/she has the authority to enter into an agreement representing TADA for the purpose of planning or organizing at TADA tournament. He/she is authorized to spend a maximum of three hundred dollars (\$300) without the Executive Board approval. Within two weeks following a tournament, the Tournament Director will submit a complete written financial report with receipts to the Secretary/Treasurer. He/she shall earn twenty (20%) percent of all proceeds after expenses from a TADA tournament. To run for Tournament Director, a person must have one (1) year experience working with TADA tournaments. Tournament Director shall appoint with Executive Board approval a Tournament Secretary and Youth Event Coordinator.
- E. **Assistant Tournament Director:** The Assistant Tournament Director shall assume all duties of the Tournament Director in his/her absence. He/she is directly responsible for monitoring the Public Relations Director and assisting where needed. He/she is responsible for organizing all tournament working parties, setup and tear down crews. He/she shall perform such duties as may, from time to time, be imposed by the Tournament Director.
- F. **Division Coordinators:** Division coordinators shall assist the Chairman in maintaining the efficiency of the Association while representing their respective division teams and shooting establishments. They will be the link between the TADA Board and the teams within the divisions for the purpose of information, dissemination, team match points results, reporting and equipment/establishment challenges within their divisions as directed by the Chairman. Additional responsibilities may be assigned as deemed necessary by the Chairman. If the Division Coordinator resigns, any Executive Board member may be contacted until a new Division Coordinator is elected.

- G. Public Relations Director: The Public Relations Director shall conduct all public relations functions with outside organizations and individuals.
- H. ADO Representative: The ADO Representative is responsible for scheduling all ADO qualifying playoffs, turning over fees to the Secretary/Treasurer within five (5) days following each playoff. He/she will be the liaison between ADO and TADA. He/she will work under the Tournament Director and following through on other responsibilities as deemed necessary by the Tournament Director.
- I. Banquet Coordinator: The Banquet Coordinator shall be a non-voting member of the Board of Directors elected to a two year term. The Banquet Coordinator shall appoint three other TADA members to form the banquet committee. The Secretary/Treasurer will provide the Banquet Coordinator with the number of attendees at the banquet, fund budget figures and actual expenditures for the past two years by September 1 of each year. The date of the banquet shall be voted by the Executive Board. The banquet committee will contact various establishments and present a minimum of three proposals to the Executive Board by November 15 of each year. Each proposal shall include a proposed menu for buffet, drink prices and price per person. The proposal shall have an estimated count of attendees with confirmation to be made two weeks prior to the event. A decision on the banquet will be made by the Executive Board and the banquet committee by December 15 each year with a contract signed by December 31. The contract shall be signed by the Chairman and/or Secretary/Treasurer on behalf of TADA. The Banquet Coordinator will not have the authority to enter into a binding contract for TADA. The banquet committee shall also be responsible for obtaining proposals for appropriate entertainment for the banquet, i.e., disc jockey, band, etc. Proposals shall also be provided to the Executive committee for final decision by the banquet committee and the Executive Board. The Banquet Coordinator and committee shall coordinate with the Secretary/Treasurer in April and/or May prior to the banquet in notifying the individual team captains of the specifics of the banquet and obtaining appropriate reservation forms from each team. He/she shall be responsible for all league awards for TADA. The Banquet Coordinator and committee shall coordinate with the Secretary/Treasurer in ordering the awards, plaques, etc. to be given out at the banquet, including confirmation with team captains on current team members, proper spelling, etc. for both team and individual awards, as well as sponsor plaques.
- J. All offices, upon termination, shall turn over all notes, contacts and information concerning that position.

17. **AMENDMENTS TO RULES:**

- A. By-Laws can be amended at a General Membership meeting provided that they are submitted to the Chairman in writing within seven (7) days in advance to be placed on the meeting agenda. It is strongly suggested that copies of proposed amendments be retained by the submitter. Proposed amendments will be voted on as submitted.
- B. All matters not covered by these By-Laws shall be dealt with by the Executive Board whose decision shall be final.