

Midwest Croquet Association Provisional Bylaws

On March 1, 2024, the MCA Board was given until March 15, 2024, to consider and approve a provisional set of bylaws for the Midwest Croquet Association. As of March 16, 2024, the following bylaws are provisionally in effect until the next Annual General Meeting (AGM) to be held in 2025. At the 2025 AGM, the provisional bylaws will be put up for a vote of final approval from the attending MCA members. Between March 15, 2024, and the 2025 AGM, the Board is still empowered to discuss and vote to approve modifications in advance of the membership approval vote.

1) NAME

- a) The name of the organization is the “**Midwest Croquet Association;**” which can also be referred to as the “**MCA.**”

2) MISSION

- a) The mission of the Midwest Croquet Association is to support the sport of croquet in the Midwest through the development of clubs and interclub events — connecting the overall croquet community.

3) MEMBERSHIP

- a) Membership in the organization can be attained through an individual membership with the organization or through a club membership. Any person desiring to become a member of the MCA must apply through online or paper forms made available by the organization.
- b) Any introduction of an annual fee for membership and the amount or change in the amount must be approved by a majority vote of the members actively present at the AGM.

4) BOARD

- a) The MCA is led by a board of five members, with a president, vice president and treasurer as specific roles held by board members.
- b) Board members are elected at the Annual General Meeting (AGM) and serve two-year terms.
- c) Any member in good standing is eligible to serve on the Board.
- d) Each Board member has one vote on any MCA actions that come up for vote.
- e) Board members are elected when positions are available at the AGM by nomination and a majority vote of the members present at the meeting. Members must be present at the meeting to vote.
- f) The president’s role is to lead board discussions, organize the Annual General Meeting and provide an annual report at the AGM, direct events and direct the marketing and promotion of the MCA. The president is elected by vote of the

members actively present at the AGM election. The term of the president shall be two years.

- g) The president shall appoint a vice president from the existing five-member board in the interest of providing a chain of succession. Additionally, the president may assign specific duties to the vice president. In case of death, absence or inability to act for the president, the vice-president shall exercise all powers and duties of the president; and perform such other duties required by the board.
- h) The president shall also appoint a treasurer who shall be responsible for financials for the organization and is required to present a financial report at the AGM.

5) EVENTS

- a) The MCA may run stand-alone events and/or partner with host entities.
- b) In the case of a partnership, the agreement must be approved by a majority approval of the MCA Board.

6) MEETINGS

- a) The president will organize and direct an annual general meeting (AGM) open to all members and the board. The meeting shall include the following:
 - i) Annual financial report to be provided by the treasurer to include total revenue and total expenses per year by category. In addition, the annual financial report should include the total balance of financial assets at the time of the meeting.
 - ii) Annual inventory report.
 - iii) Elections when required if terms are ending.
 - iv) Time for open topics to be presented by board members. If open member topics exceed the allotted time allowed, separate open meetings may be set as needed to hear all topics.
- b) The president or any board member may make a motion for a board vote to close discussion on any topic that:
 - i) Extends for more than 10 minutes
 - ii) Is not relevant to the organization's mission.
 - iii) Is harmful or contrary to the well-being and general welfare of the association or its members.
- c) The AGM may be held at a physical location and/or as a virtual meeting.

7) SUSPENSION OR EXPULSION OF MEMBERS

- a) A member may be reprimanded, suspended, asked to resign or expelled from the association and the membership forfeited for any of the following reasons:
 - i) Nonpayment of dues or other obligations owed to the association when due.

- ii) Violation of any association rules.
 - iii) Conduct deemed prejudicial or contrary to the well-being and general welfare of the association or its members.
- b) Action to expel a member may be instituted by the Board or by the written complaint of any member of the association. The member complained against shall be given ten (10) days' notice, in writing, of the charges, as well as the time and place of hearing the complaint, and the member's denials or explanations. The decision of the Board shall be final.

8) ASSETS

- a) Each year an inventory of equipment and facilities assets should be completed and a report presented at the AGM. It is the responsibility of the board and president to ensure an operations director is in place. If a volunteer is not assigned the duty then falls to the president.

9) AMENDMENTS

- a) Amendments to the MCA Bylaws shall require a two-thirds vote of members present at the AGM or any special meetings set by the MCA Board, provided that at least thirty days notice, with the full text of the proposed amendment, with time and place of the meeting, is distributed through the MCA newsletter and posted on the MCA website.

SUGGESTED BOARD DUTIES

PRESIDENT

- Financials
- Sales Director
- Event Management
- Assignment of
 - Rules and Officiating Director
 - Operations Director

VICE PRESIDENT

- Marketing/Promotions
- Merchandise
- Prizes

TREASURER

- Financials

ADDITIONAL DUTIES

OPERATIONS DIRECTOR

- Equipment (if not assigned this role falls to the president)
- Grounds maintenance
- Facilities

MEMBERSHIP DIRECTOR

- Membership services, reporting and development

RULES AND OFFICIATING DIRECTOR

- Maintain and update the rulebook
- Referee and official training and certification