

SADDLEBACK UNIT 525

BYLAWS

SADDLEBACK UNIT 525
AMERICAN CONTRACT BRIDGE LEAGUE
(Revised April 10, 2011)
(Revised March 11, 2018)
(Revised March 10, 2024)

Article I – NAME & PURPOSE

The name of this organization shall be the Saddleback Unit 525 (a Unit) of the American Contract Bridge League (ACBL). The Unit is a subsidiary of the ACBL and functions under the ACBL Constitution, Bylaws, and regulations.

The purpose of the Unit is to promote contract bridge in various ways, especially monthly unit games and annual sectional tournaments.

Article II – GEOGRAPHICAL AREA

The geographical area of this Unit according to the current ACBL charter is “on the west by Pacific Highway and Crystal Cove State Park, north to the Irvine city limits (Lake Forest Drive, Bake Parkway) and east to Riverside County line. The southern boundary shall be from the Pacific Ocean on Crown Valley Parkway to Interstate 5, south to San Juan Capistrano city limits, southeast to Ortega Highway and east to the Riverside County line.” The following cities and unincorporated areas are included:

Aliso Viejo
Coto de Caza
Dove Canyon
El Toro
Foothill Ranch
Ladera Ranch

Laguna Hills
Laguna Niguel
Laguna Woods
Mission Viejo
Portola Hills
Rancho Santa Margarita

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Lake Forest
Laguna Beach

Silverado Canyon
Trabuco Canyon

Article III – MEMBERSHIP

3.1 Any person who is a member of the ACBL and resides within the Unit's jurisdiction shall be a member of the Unit, unless specifically requesting ACBL for membership in another unit. Any person who lives outside of the Unit's area may apply for membership according to the regulations established by the ACBL.

3.2 All members of the Unit have equal voting rights and privileges in connection with the governance of this Unit. Members shall be required to abide by, and to conduct themselves in a manner consistent with the bylaws, regulations, policies, code of conduct, and ethics standards established by the ACBL.

3.3 A member remains in good standing unless he or she has failed to pay annual ACBL dues by the date specified by the ACBL, or has been suspended or expelled by action of the ACBL.

Article IV – MEETINGS

4.1 The Unit shall hold an annual general meeting on the second Sunday in March. The Unit Board can call other general meetings with at least seven days notice.

4.2 The Board shall hold regular meetings and special meetings when called by the President or when requested by any three Directors. Meetings are to be in person or on suitable digital media. A minimum of seven days notice shall be given if a special meeting is called. A quorum of the Board shall consist of fifty percent (50%) of its members. Only those present shall be permitted to vote.

Article V –BOARD OF DIRECTORS

5.1 The management of all business, property, interests, and other affairs of the Unit shall be vested in its Board of Directors. Among the powers hereby conferred is the power to impose sanctions upon members in accordance with ACBL rules and regulations, to delegate non-policy making authority to members who are not Directors, and, in general, to take such other and further actions as may from time to time be necessary to implement and further the purposes and aims of the Unit.

5.2 The Board of Directors shall consist of seven or more Directors, four officers (described below) and three or more non-officers. All Directors must be members in good standing of the ACBL and the Unit. Terms of Office shall be two years, commencing at the end of the general meeting. The new Board members will immediately conduct an organizational meeting to elect Board Officers at the end of the general meeting.

5.3 Directors must be re-elected in order to serve further after completing each two-year term.

5.4 Selection of the next Board begins in October of each year.

5.4.1 By January 1st every Director makes known his or her intention to continue on the next Board, regardless of being in the first or second year of current two-year term. Directors can elect to not finish the second year of the two-year term.

5.4.3 The President submits brief descriptions in writing for each Director position on the next Board. These are likely to closely match the brief descriptions found in the Unit 525 handbook.

5.4.4 The sitting President, possibly ongoing as President of the next Board, assures valid brief descriptions for each Director position on the next Board and delivers these to the Nominating Committee (see below) along with intentions of sitting Directors for the next Board.

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5.5 The nomination of Directors to fill open positions on the next Board is managed by a Nominating Committee.

5.5.1 The Unit Board solicits and assigns a Nominating Committee Chair. A Nominating Committee, consisting of the Chair and two non-Board members in good standing, is formed in October of each year. Non-officers from the sitting Board can be selected, in the event two other members are not forthcoming.

5.5.2 The Nominating committee interviews Unit 525 members interested in joining the board, supplies each candidate with a description of the duties of each Board opening, and arrives on a slate of candidates.

5.5.3 The slate of nominees shall be presented to the Board not later than two weeks prior to the annual meeting.

5.5.4 Notice of the nominees and announcement of the March annual meeting is made in the Unit's February publications, to be voted in by the membership at the Unit's March annual meeting.

5.5.5 Additional nominees shall be solicited from the membership at the March annual meeting. In the event of nominations from the floor, a single slate of nominees shall be determined. Multi-candidate position(s) shall be selected by majority vote. Next, the slate of nominees is elected by members present at the meeting.

5.6 Interim vacancies occurring on the Board of Directors shall be filled by the Board; the replacement(s) shall hold office for the unexpired term of his or her predecessor.

5.7 A Director may be removed for cause at a closed session of the Board of Directors provided a majority of the Directors present shall so vote. The Director subject to removal for cause shall be given opportunity to defend his or her actions and be notified in writing or suitable media of the grounds for such removal. The action of removal and grounds shall be recorded in the Minutes.

5.8 Any Director may resign at any time with written notice to the President or Board or oral notice at a Board meeting.

5.9 The President may reassign Officer positions, subject to Board approval.

Article VI – OFFICERS

6.1 The four officers on the Board shall be President, Vice-President, Secretary, and Treasurer.

6.2 The President shall preside at all meetings of the Board of Directors, shall have general supervision of the affairs of the organization, and shall perform such other duties as are incident to the office or are properly required of the President by the Board of Directors. The President shall organize the Board of Directors in a manner consistent with ACBL Bylaws and regulations.

6.3 In case of absence or disability of the President, the Vice President shall exercise all of the functions of that position.

6.4 The Secretary shall keep minutes of all meetings and conduct the correspondence of the Unit. He or she also performs other duties that pertain to the office or are properly required of the Secretary by the Board.

6.5 The Treasurer shall have the custody of all monies and securities of the corporation and keep regular books of account. The Treasurer shall disburse the funds and render to the Board of Directors an account of all transactions and of the financial condition of the Unit. The financial reports shall be submitted quarterly within thirty (30) days after the fiscal period. A complete financial statement shall be prepared for the annual meeting in March and be posted.

6.6 Officers of the Unit, as well as non-officers, shall serve without compensation but may be authorized to receive reimbursement of expenditures made on behalf of the Unit.

Article VII – COMMITTEES

The President, with the approval of the Board of Directors, shall have the power to create and appoint the members of such standing and special committees as he/she may deem necessary or appropriate, designate the chairs and assign functions. The members of committees need not be members of the Board of Directors.

Article VIII – AMENDMENT OF THE BYLAWS

- 8.1 These bylaws may be amended, altered and repealed and new bylaws may be adopted by a two-thirds (2/3) vote of a quorum present at any general membership meeting.
- 8.2 A quorum at a general membership meeting shall be defined as all voting members present at the general meeting.

Amendments of the By-Laws, as of March 10, 2024

See Unit525ByLawsAmendments_2024March10.docx