

BYLAWS
OF THE CENTRAL CALIFORNIA DIVISION
OF THE
USA FENCING ASSOCIATION, Inc.

ARTICLE I – NAME AND AFFILIATION

The name of the Division shall be the Central California Division of the United States Fencing Association.

The Division shall hereinafter be referred to as "THE DIVISION", and the United States Fencing Association, hereinafter referred to as "USFA".

THE DIVISION is a duly chartered, subordinate, constituent body of the USFA, exercising powers given by, performing duties directed under, and subject to the Articles of Incorporations, Bylaws and policies of the USFA, with jurisdiction over the following geographic areas: the counties of Santa Clara, Santa Cruz, San Benito, San Luis Obispo and Monterey in the State of California.

ARTICLE II – OBJECTIVES

The purposes and objectives of THE DIVISION are:

1. To promote, develop and encourage the sport of fencing.
2. To provide local competitions and tournaments
3. To assist Divisional fencers to reach their full potential in fencing.
4. To aid and assist the USA Fencing in all its objectives and purposes.

ARTICLE III – MEMBERSHIP – DUES- COMPETITIONS

Section 1.

Any person residing within the boundaries of THE DIVISION, or belonging to a fencing club or representing a school within this same area shall be eligible for membership in THE DIVISION. No member of THE DIVISION may be a member of any other Division of the USFA.

Section 2.

Classes of Membership: Membership shall be the same as that designated from time to time by the USFA.

Section 3.

Membership may be transferred into THE DIVISION provided that the transferee has a current valid membership in, and receives the approval of USFA, as evidenced by a current valid membership card from USFA.

Section 4.

Any member in good standing, who is entitled to vote in the elections of the USFA is entitled to vote in elections conducted by THE DIVISION.

Section 5.

Annual dues shall be determined by the USFA. THE DIVISION may, upon a majority vote of the membership, add an additional fee for dues for divisional expenses.

Section 6.

The divisional Executive Committee shall prepare the fencing schedule and shall determine, in accordance with the rules and policies of the USFA, the conditions and restrictions governing the qualifications for, entry into, and conduct of all competitions under its jurisdiction.

Section 7.

Fencers who are found to have entered a competition without being members of the USFA, or who have failed to pay the entrance fee, will be subject to the following penalties and fines:

- a) First offense: warning;
- b) Second offense: \$25 fine and expulsion from competition following the occurrence in which the fencer wishes to participate;
- c) Third offense: expulsion for a year.

ARTICLE IV – OFFICERS AND DUTIES

The officers of THE DIVISION shall consist of a Chairperson, a Vice Chair Youth, a Vice Chair Seniors, a Secretary, and a Treasurer. All officers shall take office on the first day of August and shall hold office until the following 31st of July or until their successors are elected and justified.

The duties of the officers shall be as follows:

Section 1. Chairperson:

The chairperson shall preside at all meetings of THE DIVISION and its Executive Committee, and perform such other duties as usually pertain to that office and are no inconsistent with these bylaws. The Chairperson has the responsibility for ensuring that all reports required by the USFA are filed in a timely manner. The preparation of these reports may be delegated to the Secretary and Treasurer of THE DIVISION. The Chairperson may, from time to time, assign officers and other members of the Executive Committee to chair standing or ad hoc committees. The Chairperson shall be an ex-officio member of all committees. The Chairperson is responsible for the custody and maintenance of all equipment owned by THE DIVISION.

Section 2. Vice Chairperson:

The Vice Chairperson shall, should the Chairperson be unable to perform his/her duties, perform the duties of the Chairperson. Otherwise, the Vice Chairperson shall perform such duties as the Chairperson may assign.

Section 3. Secretary:

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The Secretary shall conduct all official correspondence, keep a record of the meetings of THE DIVISION, issue notices to members of all meetings, and perform such duties as may be assigned by the Chairperson of THE DIVISION or other proper authority. The Secretary shall be the official custodian of the records of THE DIVISION.

The Secretary shall prepare and publish the minutes of all meetings of THE DIVISION, including meetings of the Executive Committee. The Secretary shall also verify the voting status of each member as appropriate, and issue some indicia to the individual which shows the number of votes that individual represents (ie, the individual plus proxies).

The Secretary shall discuss bylaw changes proposed under Article IX, Section 2, with the USFA, in conjunction with the proponent, prior to the required mailing.

Section 4. Treasurer:

The Treasurer shall, with the assistance of the Executive Committee, present a budget for the following fiscal year (August 1 – July 31) at the July Annual Meeting of THE DIVISION. Changes made upon the budget shall be presented at the next general meeting of THE DIVISION.

The Treasurer shall keep the accounts of THE DIVISION; receive all moneys, fees and dues; pay all bills approved by the Executive Committee, and preserve all vouchers for such disbursements.

The Treasurer shall submit at the Annual Meeting of THE DIVISION, a report of the financial transactions of the preceding period. All disbursements shall be made by check from the divisional checking account. Such disbursements must be supported by receipts stating the nature of the transaction and the payee. All funds of THE DIVISION shall be maintained in a federally insured account, checking and savings, under the name of the division.

No amount above \$50 will be disbursed without the Executive Committee approval, and no amount over \$1,000, not part of the current fiscal year's budget approved at the Annual Meeting, will be dispersed without the approval of THE DIVISION's membership, the majority of those voting deciding. Such vote may be taken either by mail or at a special membership meeting.

The Treasurer will provide upon written request of at least ten (10) members of THE DIVISION current financial records within one (1) month of the request.

The Treasurer shall perform such other duties as may be assigned by the Chairperson of THE DIVISION or other proper authority.

Section 5.

The offices of Secretary and Treasurer may be combined for any year upon majority vote of the members of THE DIVISION voting, in person or by proxy, at the Annual Meeting. In the event of such a vote, the candidates for the office of the Secretary and the office of Treasurer, nominated pursuant to Article VIII of these Bylaws, shall be deemed candidates for the combined office.

Section 6.

Any officer of THE DIVISION may be removed from office by the following procedure:

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- a) A petition of twenty-five (25) voting members of THE DIVISION, and
- b) An election in which the officer receives less than a majority.
- c) The election may be held at either an Annual Meeting or a Special Meeting of the divisional membership.

ARTICLE V – MANAGEMENT BY THE EXECUTIVE COMMITTEE

Section 1. Composition:

The management of the division shall be vested in an Executive Committee consisting of the officers of THE DIVISION, additional directors, and a representative from each recognized club within the division if that club is not already represented on the committee.

Section 2. Quorum:

A quorum shall consist of one third (1/3) of the members of the Executive Committee, or three (3) members, whichever is greater.

Section 3. Meetings:

Meetings of the Executive Committee shall be held on a regular basis at such time and place as shall be designated by the Chairperson. Meetings may also be called upon the written request of four (4) voting members of the Committee. All Committee members shall be given not less than forty-eight (48) hours prior notice of all special meetings. If all members of the Committee have access to the Internet, then certain specific questions or proposals may be voted upon electronically. All balloting must be copied to every member of the Committee, and the Secretary must keep a printed copy of the vote for THE DIVISION records. Meetings may also be conducted via Skype (or conference call) at a mutually agreed upon date and time.

Section 4.

Any member of the Executive Committee who fails to perform his/her duties may be removed from the Committee by the following procedures:

- a) Written notification of the causes for removal must be provided to the entire Executive Committee, including the member to be removed.
- b) At any meeting at which removal of any member of the Executive Committee is contemplated, three-fourths (3/4) of the members of the Executive Committee must be present.
- c) A member so charged has the right to appear at the meeting and present arguments against removal, but may not vote on this question.
- d) At least three-fourths (3/4) of the Executive Committee members present must vote for removal for it to take effect.

Section 5.

The Executive Committee may replace a member who has resigned, has been removed by the Executive Committee, or removed by the USFA using the following method:

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- a) At any Executive Committee meeting where a new member is to be voted upon, at least (3/4) three-fourths of the Executive Committee members must be present.
- b) At least (3/4) three-fourths of the Executive Committee members present must vote for approval for the new member for it to take effect.

ARTICLE VI – MEETING OF THE MEMBERS

Section 1. Annual Meeting:

The Annual Meeting of THE DIVISION shall be held in July. The date, time and place of the Annual Meeting shall be designated by the Chairperson.

Section 2. Special Meetings:

Special meetings may be called at any time and place by the Chairperson, and shall be called by the Chairperson upon the written request of not less than (25) twenty-five members of THE DIVISION. THE DIVISION members must be given (2) two weeks advance notice of such special meeting.

Section 3. Quorum

A quorum shall consist of the those members of THE DIVISION present in person or by proxy and must meet the quorum requirements set forth in Article V Section 2 at a minimum. A majority vote shall control, except as herein otherwise provided.

ARTICLE VII – ELECTIONS

Section 1.

Candidates for all offices established under these Bylaws shall be nominated from the floor at the Annual Meeting of THE DIVISION.

Section 2.

If not more than (1) one nomination is made for any office, the Secretary of THE DIVISION shall cast a unanimous ballot for that candidate. If (2) two or more candidates are nominated for a position, then a vote will be taken by written ballot, in person or by proxy, and the candidate receiving a majority of the votes will be elected. If no candidate receives a majority, then a run-off election (again by written ballot) between the (2) two candidates with the highest vote totals will be immediately conducted. If neither candidate can still achieve a majority, or the result of the run-off election should end in a tie, then a lot shall be cast and the winner elected.

Section 3.

Members eligible to vote and in good standing may give their proxy to any other member in THE DIVISION who is eligible to vote and in good standing. All proxies shall be in writing and must be submitted for verification to the Secretary at least (72) seventy-two hours in advance of the Meeting. The person designated in the proxy must be in attendance at the Meeting in order to exercise it.

ARTICLE VIII – JURISDICTION OF THE USFA

All rules, regulations and policies set forth in the Bylaws of the USFA, the rules of Competition, the USFA Operations Manual, or actions of the USFA Board of Directors are hereby incorporated into these bylaws without action by the Executive Committee or the membership of THE DIVISION. In the event of conflict between these bylaws and the bylaws, rules and policies of the USFA, the latter shall take precedence and the former shall be considered amended accordingly.

ARTICLE IX – AMENDMENTS

Section 1.

These bylaws of the Central California Division may be amended at the Annual Meeting of THE DIVISION. Any proposed change to these bylaws must be included in the mailed notification of time and place of the Annual Meeting. An amendment receiving a majority of votes cast, either in person or by proxy, shall be deemed adopted, subject to the approval of USFA.

Section 2.

These bylaws of the Central California Division may also be amended at a special meeting provided that the following conditions are met:

- a) That notice be given by US Mail to all division members no less than three (3) weeks before the special meeting, stating when and where the meeting will be held and the general nature of the bylaw amendments to be decided upon.
- b) That the meeting date not conflict with any divisional, sectional or national tournament, with the SAT and ACT exams, or with any major religious or secular holidays, and
- c) That at least twenty-five (25) members or ten (10) % of the membership, whichever is less be present in person or by proxy.

An amendment will be approved (subject to the approval of the USFA) if it receives two thirds (2/3) of all votes cast, in person or by proxy.