

**AMENDED AND RESTATED BYLAWS
OF
ROBSON RANCH ARIZONA PICKLEBALL
CLUB (RRAZ-PC)
November 21, 2025**

**ARTICLE I
NAME**

The name of this organization shall be the Robson Ranch Arizona Pickleball Club (hereinafter referred to as the “RRAZ-PC”).

**ARTICLE II
MISSION**

The mission of the RRAZ-PC shall be to facilitate the growth of Pickleball within the Robson Ranch – Casa Grande Resort Community, by offering organized recreational and competitive play, by insuring opportunities for the continued development of all players in a collegial and sportsman like environment and by working to expand facilities as needed.

**ARTICLE III
AUTHORITY AND LIMITATIONS**

These bylaws comply with the Robson Ranch CG – HOA (hereinafter referred to as the “Association”) chartered club guidelines and rules. In the event of a conflict between these bylaws and said guidelines, the latter will prevail.

**ARTICLE IV
USAPA AFFILIATION**

RRAZ-PC is a USAPA affiliated club and affiliated activities are performed within the guidelines of the USAPA. Generally affiliated activities guided by these considerations consist of USAPA sanctioned tournaments and events and use of USAPA sanctioned equipment during organized play times.

**ARTICLE V
NON-PROFIT STATUS**

This Club shall be operated as a club under the general provisions of the Robson Communities HOA Non-Profit organization.

**ARTICLE VI
MEMBERS**

Section 1. Membership shall be open to all homeowners, residents or qualified tenants meeting the requirements of the Association. There is no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organizations. No eligible person shall be denied membership because of race, color, religion, creed, national origin, sexual orientation, disability, sex, or marital status.

Section 2. "Members in Good Standing" are all members who are current in their payment of dues and who have abided by the rules of the club and conduct on the courts. Only Members in Good Standing may vote on RRAZ-PC matters requiring membership vote, or participate in all RRAZ-PC events.

Section 3. The Board of Directors, with a majority vote, can initiate disciplinary action, up to and including termination of Club membership for violations of any provisions of these Bylaws, or violation of any rules, guidelines and regulations promulgated by the Board of Directors.

Section 4. Each member must complete the "Member Waiver Form" as currently prescribed by the Robson Ranch CG-HOA.

ARTICLE VII GUESTS

Section 1. Non-residents are ineligible for membership. Registered Guests may attend RRAZ-PC scheduled events only as stipulated in the Association Rules and Regulations.

Section 2. Registered guests shall be defined by the Association.

Section 3. Registered guests shall be allowed to participate in scheduled events at his/her level of play.

Section 4. Registered guests will not be required to pay dues.

ARTICLE VIII NOMINATIONS AND ELECTIONS

Section 1. Elections shall take place at the election meeting to be held on or before the third week of March, at such time and place as designated by the Board. The election shall be administered by a Nomination Committee, appointed by the Board of Directors.

Section 2. No later than the 7th of February, the Nomination Committee will have solicited from the members, names of potential Board Members and Officers for the election.

Section 3. The slate of candidates proposed by the Nomination Committee shall be distributed by the 10th of February. Distribution will be by email and the slate will be posted on the RRAZ-PC bulletin board.

Section 4. Nominations may only be made with the consent of the person being nominated. Nominations can be made by the membership with a written notice emailed to the Secretary before the 15th of February.

Section 5. Each member of the RRAZ-PC has the right to vote at the annual meeting. Absentee voting will be allowed electronically in the course of conducting the regular business of the RRAZ-PC, and all ballots shall be returned by the day prior to the election meeting. The Candidate receiving the most votes cast at the election meeting for each office will be elected, and shall assume his/her respective position the day following the election.

Section 6. Should the vacancies not be filled at the election meeting, the President shall fill the vacancies, for the two-year term, as he or she sees fit with the concurrence of a majority of the Board. (The President counts as one vote towards determining a majority.)

Section 7. In the event of unexpected vacancies (vacancies not related to the expiration of their term of office) on the Board, the President shall appoint, with Board approval, interim replacement Board Member(s) until a special election can be held. Said special election shall take place within 90 days of the vacancy or at the next election meeting whichever occurs first.

ARTICLE IX GOVERNING BODY

Section 1. The governing body of the RRAZ-PC is the Board and will consist of the following elected directors: President, Vice-president, Secretary, Treasurer and three Directors-at-Large. The President, Treasurer, and one Director at Large will be elected in even numbered years while the Vice President, Secretary, and the two remaining Directors at Large will be elected in odd numbered years. The two cycles of elected officers will allow for staggered terms to provide continuity and a smooth transition between alternating terms.

Section 2. Terms of office will begin on the day following the election and will run for 24 consecutive months. Members of the same household may not serve simultaneously on the Board or as officers.

Section 3. All members of the Board will hold office for two (2) years and may be elected to the same office for not more than two (2) consecutive terms. Exception to the term limit will be made, should no Club member step forth for the upcoming Board vacancy and the incumbent desires to remain in that office, the incumbent will be allowed to remain in office for another 2 year term.

Section 4. It shall be the duty of the Board to conduct, manage and control the affairs and business of the RRAZ-PC between meetings of the regular membership.

Section 5. Directors may be relieved of office by a majority vote of the Board for behavior considered contrary to the proper discharge of the obligations and responsibilities of the office.

Section 6. The Board shall meet as necessary.

Section 7. A majority of the Board shall constitute a quorum for Board meetings.

Section 8. All Board members, upon retiring from office, shall deliver all records, procedure books and other property belonging to the RRAZ-PC to their successor.

ARTICLE X

DUTIES OF DIRECTORS

Section 1. PRESIDENT: The President shall carry out the direction and policies established by the Board. The President shall be the chief administrator of the RRAZ-PC and shall preside over all meetings; shall be an ex-officio member of all committees, shall appoint, with Board approval, the Chairs of Committees, and at the direction of the Board or membership, shall appoint Special committees as necessary.

In addition, the President shall negotiate for the RRAZ-PC contracts, such as equipment and instruction, and sign for contracts.

Section 2. VICE-PRESIDENT: The Vice President shall assist the president, shall in his/her absence, perform the duties of that office, and shall also perform such other duties and responsibilities as may be assigned from time to time by the President.

Section 3. SECRETARY: The Secretary shall record the minutes of regular and special meetings of the Board and membership and distribute the minutes in a timely manner, shall be in charge of all records of the RRAZ-PC, other than the Treasurer's and maintain an archive of documents involved in the governance of the RRAZ-PC, shall be responsible for correspondence as requested by the members of the Board, shall make available any reports required by the Association, and shall give notice of all Board and regular meetings at least 96 hours in advance and include the meeting's agenda with the notice.

Section 4. TREASURER: The Treasurer is the chief financial officer and shall be responsible for collecting all monies. He/she shall pay all bills owed by the RRAZ-PC; shall present a financial report at each meeting, and shall complete all forms as required by and received from the Association. The Treasurer is responsible for determining the resident status of all current and potential club members. Additionally, the Treasurer is responsible for confirming the skill rating of all potential club members. The Treasurer shall provide, upon request, a copy of the most recent financial report to any member who requests same within 10 business days. The Treasurer shall submit a financial report to the Board at the annual budget meeting.

Section 5. DIRECTORS AT LARGE: Directors at Large shall determine the schedule for facilities usage, subject to Board approval, and perform such duties and responsibilities as may be assigned by the President.

ARTICLE XI COMMITTEES

Section 1. All committees, including both standing, ad hoc, and single purpose committees, and the chairpersons thereof, shall be appointed by the President. Standing committees can be established or modified only with Board approval.

All committees should have a clearly defined mission statement and will meet as often as appropriate. A committee must meet at least once a year.

Section 2. The mission of each committee shall be set by the President.

Section 3. Each committee shall maintain an up to date procedure book which shall describe the duties of the chair and the committee.

ARTICLE XII FISCAL AND FINANCE

Section 1. The fiscal year shall be January 1 through December 31.

Section 2. An annual audit of the Treasurer's books shall be made by a committee of two (2) or three (3) members appointed by the President. The audit shall be completed within 60 days of the close of the fiscal year, and shall be reported to the membership at the election meeting. The Audit Committee shall not include any current Board members. Audit results shall be in written form and signed by each committee member.

Section 3. Budget: The annual budget, including the annual dues, shall be recommended annually by the RRAZ-PC Board of Directors (hereinafter referred to as the "Board"), and approved by the membership by the 30th of November. Annual dues will be payable by January 31st. New members joining the club during October shall pay dues equal to 50% of the annual dues. New members joining the club during November shall pay dues equal to 33% of the annual dues. New members joining the club during December shall pay dues equal to 17% of the annual dues.

- a. By the 1st week of November, the Board shall prepare an annual budget to be approved by the membership. A membership vote to accept the budget and/or change the budget will take place by the 30th of November with no less than a two-week period between both meetings to allow members to review the budget.
- b. The budget may be revised as needed during the year with the approval of the Board and membership.
- c. No single unbudgeted expenditure in excess of five-hundred dollars (\$500) shall be made without the approval of the membership. Members may vote on such expenditure either during physical presence at a meeting or via electronic vote. The electronic votes must be received by the day before the meeting.

Section 4. The President, Vice-President, Treasurer, and Secretary shall be authorized to sign checks.

Section 5. No member of the RRAZ-PC Board of Directors shall receive compensation for services rendered for conducting Club related tasks and Board responsibilities.

ARTICLE XIII

MEETINGS

Section 1. A minimum of two Member meetings shall be held annually, the election meeting in March and the budget meeting in November. The President will preside at all such meetings. These meetings shall be open to all members. The quorum for such meetings shall be at least five percent (5%) of the RRAZ-PC members. RRAZ-PC business shall be decided by a majority vote of the members present.

Section 2. The budget meeting shall be held on or before the 30th of November in each year, at such time and place as determined by the Board, for the purpose of receiving reports on the finances and activities, voting on the budget and for the transaction of such business as may come before the meeting.

Section 3. Special meetings of the membership may be called at any time by the President or by any three (3) members of the Board provided notice of such meeting has been given by email to all members, at least five (5) days prior to the day of such meeting.

Section 4. The President may call meetings of the Board at any time by giving notice by telephone or email. The time and place of such meeting shall be determined by the President. A majority of the Board members shall constitute a quorum of the Board and therefore, may conduct any business brought before the Board at such meetings. These meetings shall be open to all members. Agendas for all meetings shall be distributed to the membership at least 96 hours before the meeting.

Section 5. Working meetings of the Board may be held at the discretion of the President or any three (3) members of the Board. No business related to the authority of the Board may be transacted during a working meeting, including voting on any action item(s). The working meeting's purpose is to plan, discuss issues and concerns, identify improvement opportunities, and review the administration or operation of RRAZ-PC. Member notice or posting of agenda is not required for a Working Board meeting. The President or any Officer may invite a Member or other person(s) to be part of the working meeting unless a majority of the Board in attendance object.

Section 6. From time to time the Board may determine that they must meet privately to consider different issues. These private meetings are known as Executive Sessions and can either be convened as separate meetings or, during a normal meeting of the Officers and the Board, a recess may be called and an Executive Session convened in order to have an opportunity to discuss input that's been offered in the regular meeting. Executive Sessions are not open to members. Executive Sessions shall be limited to; legal advice, discussions of contracts, litigation, personal information of individuals and personnel. Executive Sessions regarding individual members may be requested to be open by the individual in question.

ARTICLE XIV PARLIAMENTARY AUTHORITY

Roberts Rules of Order shall be the authority on all questions of parliamentary law unless in conflict with these Bylaws, or the Association governing documents or the laws of the State of Arizona.

ARTICLE XV AMENDMENTS

Section 1. These Bylaws may be amended by a two-thirds (2/3) vote of the RRAZ-PC members attending either by physical presence at a meeting of the RRAZ-PC or electronically prior to the date of the meeting. Written notice of each proposed amendment or proposed new Bylaw must be distributed two (2) weeks prior to the meeting.

ARTICLE XVI DISSOLUTION

In the event of dissolution of the RRAZ-PC all assets will be donated to RRAZ HOA. Dissolution will not be initiated until all outstanding debts are satisfied. The President may direct the use of any and all assets to satisfy outstanding debts provided a majority of the RRAZ-PC membership has authorized the President to do so. All members must be advised that they are liable for any debts incurred by the RRAZ-PC and must satisfy them in full prior to the RRAZ-PC's dissolution. If dissolution is contemplated, the membership and RRAZ HOA must be notified at least two (2) weeks in advance of the meeting date and time.

Adopted by the membership: March 2016

Amended by membership: February 2018

Amended by membership: April 2021

Amended by membership: July 2022

Amended by membership: November 2025

SIGNATURES

Tom McKinney

Tom McKinney

RRAZ-PC President (please print)

John or Butler

John A. BEATTY

RRAZ-PC Vice-President (please print)

Lori Aitken

RRAZ-PC Secretary (please print)

Lori Aitken

Scott K. McBeth

RRAZ-PC Treasurer (please print)

Curtis L. Lowry

RRAZ-PC Director At Large (please print)

Curtis L. Lowry

JOE MURAWSKIS

RRAZ-PC Director At Large (please print)

LAWA OWEN

RRAZ-PC Director At Large (please print)

Lana Owen