

# **BYLAWS**

## **of the AMERICAN DARTS ORGANIZATION**

### **USA – (Steel Point)**

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#### TABLE OF CONTENTS

Article I Name

Article II Definitions

Article III Objectives

Article IV Membership

Article V Membership Fees

Article VI ADO Censure, Probation, Fines, Suspension, and Expulsion

Article VII The Board

Article VIII Board Duties/Quorum

Article IX Officers' Duties

Article X Meetings

Article XI Elections

Article XII Contracts and Agreements

Article XIII Expenses

Article XIV Recall of Board Members

Article XV Recall of Regional Directors

Article XVI Policy

Article XVII General

# AMERICAN DARTS ORGANIZATION BY-LAWS

## Article I - Name

The name of the organization shall be AMERICAN DARTS ORGANIZATION (ADO Inc.). Incorporation papers for said organization are on file in the State of Massachusetts. The AMERICAN DARTS ORGANIZATION is a member in good standing of the World Darts Federation and, as such, is recognized throughout the world as the official darts body of the United States of America.

## Article II - Definitions

Section 1: Whenever the initials "ADO" are used in these By-Laws, they shall mean AMERICAN DARTS ORGANIZATION.

Section 2: Whenever the word "Board" is used in these By-Laws, it shall mean that body described in Article VII, Section 1.

Section 3: Whenever the term "Senior Board Member" is used in these By-Laws, it shall mean the most senior Board Member present in terms of continuous service.

Section 4: Whenever the word "Member" is used in these By-Laws, it shall mean the entire body of an organization or group, which has obtained membership in the ADO. (Also referred to as "Affiliated Member. ")

Section 5: Whenever the term "Individual Member" or "Individual Youth Member" is used in these By-laws, it shall mean a person who has obtained membership in the ADO as an individual only.

Section 6: Whenever the term "Member Person" is used in these By-Laws, it shall mean any person belonging to a "Member" as defined in Article II, Section 4.

Section 7: Whenever the term "Associate Member" is used in these By-Laws, it shall mean any person, firm or corporation accepted and designated as such by the Board as a result of such financial or other contribution the Board may deem appropriate as an expression of friendship to the ADO or the sport of darts.

Section 8: Whenever the term "Honorary Member" is used in these By-Laws, it shall mean an individual who by his actions has attained special achievements, contributed outstanding efforts or made significant contributions to the sport of darts in general or the ADO specifically.

Section 9: Whenever the term "Association Representative" is used in these By-Laws, it shall mean one (1) person who has been granted the authority by a Member to represent such Member.

Section 10: Whenever the term "Region is used in these By-Laws, it shall mean a designated geographical portion of an Areas, as defined by the Area Manager based on criteria and limitations developed by the Board.

Section 11: Whenever the word "Area" is used in these By-Laws, it shall mean a specific geographical section of the United States, its territories and possessions, as defined by the Board.

Section 12: Whenever the term "Executive Committee" is used in these By-Laws, it shall mean President, Vice President, General Secretary, Chief Financial Officer, Technology and Communications Officer, and one (1) Area Manager on a rotating basis at the President's discretion.

Section 13: As used in these By-Laws, the masculine gender shall be deemed to include feminine, or neuter, and the singular or plural number, whichever the context so indicates or implies.

Section 14: The ADO fiscal year is January 1 through December 31.

### Article III - Objectives

Section 1: The objectives and purpose of the ADO are as follows:

- a) Promote the sport of darts throughout the United States, its territories and possessions.
- b) Coordinate the activities, tournaments and functions of the affiliated associations, leagues, dart clubs and other similar groups on a nationwide basis.
- c) Establish and maintain a national darts tournament calendar.
- d) Sanction open tournaments of ADO affiliated members.
- e) Establish friendly relationships with similar organizations throughout the world.
- f) Promote international competitions between representatives of the ADO and representatives of similar organizations in other countries.
- g) Provide advice and counseling to sponsoring firms in establishing local, regional and national darts tournament competitions.
- h) Represent the United States of America on a worldwide basis.
- i) Establish ADO rules of play and regulations for utilization during ADO-sponsored competitions and ADO-sanctioned competitions.
- j) Improve the conditions of play in ADO-sponsored and ADO-sanctioned competitions.
- k) Develop and distribute a national newsletter.
- l) Develop and expedite a national youth program in darts.
- m) Develop a seniors' movement.

Section 2: The ADO shall be a non-political, non-sectarian, not-for-profit and non-sexist organization. The objectives and purposes of the ADO shall be in accordance with and not contrary to the Internal Revenue Code and other applicable laws of the United States.

## Article IV - Membership

Section 1: Membership is open to any U.S. organization or person which (who) evidences interest in darts as a sport. Membership is limited to individuals and organizations domiciled in the U.S. A Member or Individual Member shall be considered to be properly registered when, within current policy, the applicant's application for membership has been received by the General Secretary. With cause, such application may be subject to approval by a two-thirds (2/3) majority of the Board. Board Member voting on submitted applications may take place by mail or at any scheduled Board meeting.

Section 2 All memberships are subject to approval by the General Secretary, and are subject to review by the Board of Directors.

a) It is the responsibility of all Board Members, Regional Directors, Individual Members, Individual Youth Members, Associate Members and Association Representatives to maintain a current and valid mailing address with the General Secretary. It is the responsibility of the Association Representatives to maintain a current valid mailing address for a Member Organization with the General Secretary. Such addresses shall be those to which notice(s) shall be sent whenever required by other provisions of these By-Laws.

Section 3: An Honorary Membership may be issued at the discretion of a two-thirds (2/3) majority of the Board.

Section 4: A Membership may be terminated or restricted with cause by a two-thirds (2/3) majority of the board. Membership benefits may be terminated or restricted with cause by the Executive.

Section 5: Only ADO Members continuously domiciled in the U.S. and not having represented another nation in international competition for a period of three years, shall be eligible to represent the ADO in international competition.

## Article V - Membership Fees

Section 1: Membership fees shall be established and may be revised by a two-thirds (2/3) majority vote of the Board Members, and shall be payable annually.

Section 2: Membership fees shall be applicable for a period from January 1 through December 31.

a) At the discretion of the Regional Director, a first-time Member paying dues during the final quarter of a calendar year may remain a Member through the following year, at no additional charge.

Section 3: There is no membership fee associated with Honorary Member. An Honorary Member will receive a gold-plated, lifetime membership card and any other symbol the Board may select in recognition of such Honorary Membership.

## Article VI - ADO Censure, Probation, Fines, Suspension and Expulsion

Section 1; Categorically, and without restriction, the ADO reserves the right to censure, fine, suspend, or expel (terminate) any Member Person (regardless of category) or Officer who willfully creates disharmony, behaves in a manner prejudicial to order and discipline or tarnishes the image of the sport of darts. No player, official, sponsor nor spectator needs to tolerate harassment, belligerency, defamation, or poor sportsmanship from any ADO Member Person. However, a remedy for such infractions is not the sole purview of the ADO. Where the incident occurred has significant impact on who provides subsequent disciplinary action.

a) Non-ADO and non-association-sponsored tournaments and matches: Problems in public or private venues are the province of the injured party, the owner(s), or employees who may seek redress under local state law by ejection, police intervention or arrest.

b) Association-sponsored events, league play and tournaments: Since the ADO does not legislate, dictate or control local Member play, the ADO has no right to disciplinary intervention in the conduct of a Member-sponsored event. However, with the exception of expulsion from a given tournament by the Tournament Director to restore order, the ADO recommends that any disciplinary action be the result of Member/Board consideration. Once disciplinary action has been taken by the Member Board, the latter may petition the ADO to support, endorse or extend the Member's action on a national level at ADO sponsored or hosted events.

c) ADO-sponsored events: An infraction or altercation at an ADO--sponsored event would definitely be cause for disciplinary action--censure, probation, fine, suspension or expulsion-by the ADO.

### Section 2: Procedure

a) The Area Manager, Regional Director, or injured party shall prepare a list of charges based on verbal and/or written documentation or observation.

b) The Area Manager will prepare, within 10 days of (a), a letter to the accused informing him of the ADO's intent to take disciplinary action and requesting him to submit his side of the issue.

c) Upon receipt of the accused's statement (or 10 days, whichever comes first), the Area Manager will send copies of all documentation to each Board member, asking for individual votes on recommended action. Disciplinary action requires a two-thirds (2/3) majority vote of the Board. The decision is final.

d) The General Secretary will formally notify the accused and the President of the decision.

e) Fines: When a Member/Member Person/Individual Member found guilty of conduct unbecoming a group or person, as the case may be, is to be fined for said offense, the President, following consultation with the other members of the Board (who shall assist the President in the determination of the amount of such fine) shall levy the fine.

f) If the fine is not paid to the Chief Financial Officer within 30 days of notification, the Member/Member Person/Individual Member will be automatically suspended from all ADO-sponsored events for a period of one (1) calendar year, effective from the date the Chief Financial Officer notifies the President of payment default.

g) ADO Championship Points Awards may, as a result of disciplinary action, be disallowed.

## Article VII - The Board

Section 1: The Board of Directors shall be comprised of the President, Vice President, General Secretary, Chief Financial Officer, Technology and Communications Officer, one Area Manager per established geographic area and National Youth Manager.

Section 2: When any Board vacancy occurs, it shall be filled in accordance with Section 4 of this article to bring Board membership up to the required total, as established in Section 1 of this article. Such additions must be made no later than 90 days following the vacancy. No joint offices may be held.

Section 3: Each Board Member shall be elected for a period of two (2) years and shall take office no later than one (1) week from the date of the election.

Section 4: Should a Board member resign or be removed from office during the interim between regular Board meetings, the Executive Committee shall be empowered to appoint an interim Board member to fill the vacancy until the next Board meeting. Such appointments must be approved by the Board at its next regular meeting, or by mail.

Section 5: A Board member automatically resigns when, without sufficient cause, he fails to appear at a full Board meeting.

Section 6: Sufficient cause shall mean "Acts of God," personal hardship or improper notice as described in Article X, Section 6; any Board member unable to attend any properly called meeting is obligated to so inform the President in writing (or, in the President's absence, the presiding officer) 10 days prior to such meeting. The Board will review the merits of each "no show" and shall excuse or remove said member.

Section 7: Board members resigned, per Section 5 of this article, shall not be permitted to run for office nor vote in the subsequent election.

## Article VIII - Board Duties and Quorum

Section 1: The Board must meet at least twice each year. The Executive Committee shall meet as needed at the discretion of the President. The meeting dates, times and locations will be determined by the President. Attendance shall be excused if notice of the meeting is not received at least 30 days prior to the meeting.

Section 2: Board meetings shall have no time limit.

Section 3: A simple majority of Board members in attendance shall constitute a quorum for a Board meeting. The President (or, in his absence, the Vice President), Chief Financial Officer, General Secretary, and Technology and Communications Officer shall constitute a quorum at the Executive Committee meeting. In the absence of the President and Vice President, the senior Board member will assume the chair.

## Article IX - Duties of the Officers

Section 1: PRESIDENT - The President shall oversee the functions of the American Darts Organization (and provide direction for the organization between and during meetings. The President shall represent the American Darts

Organization at meetings with other organizations in the absence of an appointed representative.

The President shall perform such ceremonial duties as appropriate from time to time, including presentation of national awards, trophies and other such functions. The President shall preside at all Board meetings unless excused by virtue of the "no vote proviso."

He may vote only to make or break a tie on procedural matters. He may, however, vote for personnel to fill vacancies or head committees. The President shall decide all questions of order, appoint all committees, unless otherwise ordered, and be an ex-officio member of all committees. He is required to communicate directly with members through articles in the Double Eagle or in any appropriate manner at least quarterly throughout his term of office. He, along with the General Secretary, shall prepare and approve all press releases regarding the business of the ADO. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, all pertinent books, papers and records shall be turned over to his successor within 30 days of leaving office.

Section 2: VICE PRESIDENT - The Vice President shall assist the President in maintaining the efficiency of the operation and in either the absence or resignation of the President, he shall assume the duties normally performed by the President.

The Vice President is responsible for analyzing and presenting the demographic information derived from the annual membership survey questionnaires and assisting the President in other such surveys as are deemed necessary by the Board. The Vice President is required to communicate directly with members through articles in the Double Eagle or in any appropriate manner at least quarterly throughout his term of office. The Vice President shall act as the organization representative at meetings with other organizations in the absence or inability of the President to serve in that capacity.

The Vice President shall act as the coordinator for all Regional Director and Area Manager meetings and shall chair such committees as directed by the President. In addition, the Vice President shall be responsible for distributing the minutes of the Board meetings to all Regional Directors. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 3: Should both the President and Vice President take leave of office, the senior Board member shall assume the duties of the President with the provision that he call for election (voting by mail) within 60 days of their departure from office.

Section 4: GENERAL SECRETARY - The General Secretary shall issue notice of meetings of the organization, record and preserve the minutes of meetings, have the minutes of the business portion of the meeting available within 10 days of the meeting, keep a permanent record of pertinent data for all organization members and make all required reports pertaining to the activities of the organization.

The General Secretary shall notify all members, individual members and individual youth members of their acceptance into the ADO, notify parties of their election to the Board, issue the results of all Board meetings and elections, conduct the correspondence of the organization, write quarterly organizational updates to all board members, maintain records for existing contracts, and perform such other duties as may from time to time be imposed upon him.

The General Secretary shall work with the President in the preparation of media announcements. He shall also be responsible for maintaining correspondence with the WDF and sending required tournament results to that body, unless that duty is relegated to another member of the Executive.

The General Secretary, along with the President, shall prepare or approve all press releases regarding the business of ADO. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 5: CHIEF FINANCIAL OFFICER - The Chief Financial Officer shall be responsible for the financial management of the American Darts Organization. He will prepare the annual budget for the upcoming year and present it to the ADO Board for approval prior to the end of the calendar year and will provide a quarterly financial report to the Board. He will be notified, in advance, of any expenditure which will exceed the budget; and he will authorize or deny such expenditure. He will disburse any reimbursement or rebate monies to ADO Board members and the Regional Directors, and receive and compile income and expense reports from the same on a quarterly basis. The Chief Financial Officer shall appoint an accounting firm to compile financial data, prepare reports and submit required forms, licenses, etc. in a timely manner. Although the majority of the bills will be paid by the Executive Director and/or the Office Manager, the Chief Financial Officer will review their books from time to time, but not less than twice a year, in such a manner as he deems appropriate. The Chief Financial Officer will present the previous year's final financial report to the ADO Board at the spring Board meeting.

The Chief Financial Officer will prepare a simplified financial report to be published in the Double Eagle annually. The incumbent Chief Financial Officer will keep the elected Chief Financial Officer advised of all pertinent financial information during the period prior to exchange of responsibilities. For reimbursement policies reference Article XIII - Expenses. . At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 6: TECHNOLOGY AND COMMUNICATIONS OFFICER – The Technology and Communications Officer shall be responsible for the ADO Website, including the Tournament Calendar, the Sanctioning / Results system, and the Points system, and reporting. He will work closely with the ADO Office on the Tournament Calendar, the points system, coordinating the collection of fees, posting of points, and updating the current membership lists. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, he shall turn over all pertinent books, papers, and records to his successor within 30 days of leaving office.

Section 7: EXECUTIVE - members of the Executive Committee will submit a quarterly expense report to the Chief Financial Officer.

Section 8: AREA MANAGERS - Area Managers, together with the Executive Committee, shall exercise general supervision of the affairs of the ADO and shall control and manage its properties and effects. They shall assist in the administration of ADO policy by enforcing penalties for infractions committed by members and individual members. They will establish communications vehicles within their respective Areas and work to expand membership. They are responsible for approval or denial of all sanctioning applications and for resolving conflicting tournament dates in the Area. Area Managers are accountable for any Area rebate monies. Each Area Manager will submit a quarterly financial report to the Chief Financial Officer. For reimbursement policies reference Article XIII - Expenses. The Area Manager's duties also include timely response to ADO office requests for information and regular correspondence and communication with all other ADO Board members and the Editor of the Double Eagle. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 9: REGIONAL DIRECTORS - Regional Directors, together with their respective Area Manager, shall exercise a general supervision of the affairs of their Region of responsibility. They will establish monthly written correspondence with every local Association Representative within their Region, assist in tournaments, approve or deny all sanctioning applications and work with Area Managers to resolve tournament date conflicts within the



Region, and be responsible for ADO playoff events and account for any rebate money assigned to the Region. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 10: NATIONAL YOUTH MANAGER - The National Youth Manager shall exercise the general supervision of the affairs of the ADO Youth Darts Program. He shall maintain close communications with ADO Board members and with those organizations and individuals involved in the promotion of youth darting activities throughout the U.S. and the world. He shall advise and assist in the direction and administration of the annual ADO Youth Program. For reimbursement policies reference Article XIII - Expenses. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor within 30 days of leaving office.

Section 11: EXECUTIVE DIRECTOR - The Executive Director shall be hired by the Board for a term determined by the Board of Directors, but not less than one year. The Executive Director shall actively pursue sponsorship of ADO activities and be responsible for coordinating the ongoing promotional efforts of the organization, as well as other duties assigned by the Board. The Executive Director shall actively promote the ADO at the local, national and international levels. The Executive Director shall have the power to hire an Office Manager with the approval of the Board. In the absence of an Executive Director, the President and/or General Secretary shall assume the duties described herein. At the expiration of his term of office, he shall turn over all pertinent books, papers and records to his successor.

Section 12: NO VOTE PROVISIO - No Board member may vote on protests taking place in the Region in which he resides.

Section 13: Failure to submit quarterly expense reports may be cause for dismissal.

## Article X - Meetings

Section 1: BOARD MEETINGS - participation in such meetings shall be obligatory for and limited to Board members, subject to provisions set forth in Article VIII. Non-Board member individuals may attend annual meetings at the invitation of the President or presiding officers *sans voix*.

Regional Directors may attend annual meetings at their expense and may join in discussion. Regional Directors have no vote. The President (or presiding officer) reserves the right to expel any observer at his sole discretion. Semi-annual Board meetings will be scheduled over a two (2) day period. The President is required to solicit Board member input and to submit a written agenda to all Board members at least two (2) weeks before the meeting is convened.

Section 2: EXECUTIVE COMMITTEE MEETINGS - Participation in such meetings is obligatory for and limited to the President, Vice President, General Secretary, Chief Financial Officer, Technology and Communications Officer, and one (1) Area Manager, on a rotating basis, at the President's discretion. Its duties may include, but are not limited to, entering into new contracts and agreements on behalf of the ADO, subject to review by the ADO legal counsel; developing the next annual budget; initiating long-range planning, and deciding policy issues of an organizational and financial nature.

Any and all Executive Committee decisions are subject to full Board review and approval when placed on the next Board meeting agenda, upon the request of an Area Manager or the National Youth Manager.

Section 3: ELECTION MEETINGS - All elections shall be affected by mail.

Section 4: RECALL MEETINGS - Such meetings shall be affected by mail and shall be subject to the provisions set forth in Article XIV.

Section 5: Unless otherwise specified, all meetings shall be called for at the discretion of the President.

Section 6: Unless otherwise specified, meeting announcements must be mailed at least 30 days in advance of the meeting date.

## Article XI - Elections

Section 1: Elections for ADO positions shall take place every two (2) years as follows:

POSITION	ELECTION YEAR	TERM
President	End of odd year	2 years
Chief Financial Officer	End of odd year	2 years
Area Managers-odd no. areas	End of odd year	2 years
Regional Directors-even no. areas	End of odd year	2 years
Vice President	End of even year	2years
General Secretary	End of even year	2 years
Technology and Communications Officer	End of even year	2 years
Youth Manager	End of even year	2 years
Area Managers-even no. areas	End of even year	2 years
Regional Directors-odd No. regions	End of even year	2 years

Section 2: The ADO General Secretary shall call for candidates for all appropriate existing ADO positions no sooner than 90 days and no later than 60 days prior to the scheduled date for election to those positions. Those qualified persons wishing to place themselves in contention for ADO office(s) shall notify the ADO General Secretary in writing no later than 30 days prior to the date of the election. Date of postmark shall be the determining factor.

Section 3: All elections for ADO Executive positions shall be effected by secret ballot. It shall be the responsibility of the ADO General Secretary to call for candidates, construct a ballot and distribute the ballot to all incumbents as appropriate. All ballots for board positions must be returned to a predetermined neutral party for counting.

Section 4: The candidates for ADO Executive Office positions shall be limited to the incumbent/past Executive Officers, Area Managers, National Youth Manager, and Regional Directors, except as provided for in Article VII, Section 7; Article XI, Section 5 and Article XIV, Section 5.

Section 5: The position of Chief Financial officer is exempt from Section 4 above. Rather, qualifications for the office of Chief Financial Officer shall be based on prior experience in the field of accounting. In addition, the nominee(s) for Chief Financial Officer must possess a general knowledge of the sport of darts and be nominated by a Board Member in good standing.

Section 6: Election for the position of ADO Area Manager(s) shall take place every two (2) years per Section 1, and within 30 days following the election date scheduled for the election of the ADO Executive as appropriate. Candidates for the position of Area Manager shall be limited to domiciled incumbent/past Executive Officers, Area Managers, Regional Directors and local Association Representatives, or National Youth Managers with at least one (1) year of experience, except as provided in Article VII, Section 7 and Article XIV, Section 5. In the event a new Area is established between Board meetings, the President shall name an interim Manager in accordance with Section 12.

Section 7: Elections for the position of ADO Regional Directors shall take place every two (2) years as per Section 1. Candidates for Regional director shall be domiciled incumbent/past Executive Officers, Editors, Area Managers and Regional Directors or National Youth Managers, except as provided in Article VII, Section 7; and Article XIV, Section 5. Also, domiciled incumbent/past ADO Representatives who have served at least one (1) year as a Representative, may qualify as Regional Director candidates. In the event a new Region is established between Board meetings, in accordance with Article II, Section 10, the appropriate Area Manager shall appoint an interim Director for a period not to exceed 90 days. Under the aforementioned circumstances, an election to fill the vacancies shall be effected by mail and shall take place during the said 90 days.

a) Members may nominate present/past Association-titled officers (president, vice president, secretary or chief financial officer) for the office of ADO Regional Director.

Section 8: Election voting rights: incumbents may vote as follows in ADO elections:

POSTIONS ELIGIBLE TO VOTE	EXECUTIVE	AREA MANAGER	REGIONAL DIRECTOR
President	X	X	
Vice President	X	X	
General Secretary	X	X	
Chief Financial Officer	X	X	
Technology and Communications Officer	X	X	
National Youth Manager	X	X	
Area Manager	X	X*	X*
Regional Director		X*	
Association Representative			X*

\*In Domicile

Section 9: Selection of ADO Association Representatives will take place at the discretion of the governing body of the Member.

Section 10: Should more than two (2) candidates be nominated and run for any of the aforementioned offices, the following shall prevail:

a) Any candidate receiving at least 51 % of the votes cast shall be elected, or;

b) Should the conditions under (a) not prevail, there will be a runoff election between the two (2) candidates receiving the highest number of votes cast on the first ballot. Should conditions under (a) not prevail after the runoff election and there is a tie, the senior board member not otherwise eligible to vote (in the case of Area Manager) will

be asked to cast the tie-breaking vote.

Section 11: No person authorized to vote in an election may vote more than once per ballot.

Section 12: As a prerequisite to running for ADO positions, a person must:

- a) possess an individual membership in the ADO and be in good standing or,
- b) be a member in good standing with an Affiliated Member.

Section 13: Board Member vacancies shall be filled temporarily by the President, for a period not to exceed 90 days. Likewise, Regional Director vacancies shall be filled temporarily by the respective Area Manager. An election, under these circumstances, to fill such vacancies, shall be effected by mail and shall take place during said 90 days.

a) A scheduled election for an ADO office/position may, at the Board's discretion, be deemed unnecessary, if said position was filled by a special election with 90 days prior to the scheduled election for that position. In such instances, the newly elected Officer would continue to serve through the remainder of the designated term.

## Article XII - Contracts and Agreements

Section 1: Either the Executive Committee or the Board, after legal review (in either case), shall have authority to enter into contracts and agreements in the name of the ADO. Such contracts and agreements must bear the signature of the President and one other Executive Officer in order to make such contracts and agreements binding upon the ADO.

## Article XIII - Expenses

Section 1: Any Member Person, under the direction of the Board, may be reimbursed with the prior approval of the Area Manager for all legitimate expenses incurred in the name of ADO.

Section 2: Legitimate expenses incurred by the Board may be reimbursed subject to the approval of the CFO or by a simple majority of the Board. The Board may also effect this section by mail, if circumstances so warrant.

## Article XIV - Recall of Board Members

Section 1: Any Board Member may be recalled from office by a two-thirds (2/3) majority vote of the Board Members in attendance at any Board meeting. The ADO may also effect this section by mail, if circumstances so warrant.

Section 2: Any Board Member recalled has the right to appeal such recall action. Such appeals must be in writing and received by the ADO General Secretary no later than 30 days after the recall ruling. If, after consideration of the appeal by the Board in a timely manner the appeal is rejected, there can be no further appeal.

Section 3: Recall voting shall be accomplished by secret ballot.

Section 4: Should recall take place at a board meeting, it shall be immediately followed by an election, by those

Board Members present at such meeting, to fill the created Board Member vacancy or vacancies. Any recall at an Executive committee meeting will be in accordance with Sections 1, 2 and 3 of this article. Any vacancies created by executive recall action will be filled by the Executive Committee per Article VII, Section 4. If the President is recalled, the office shall be assumed by the Vice President, after which a new Vice President shall be elected. After the new Vice President has been elected, the General Secretary shall commence making the proper arrangements to fill any former Board Member position rendered vacant by the action no later than 10 days following the election for the vice presidency of the ADO, per Article XI, Section 2.

Section 5: Any Board Member or Regional Director who is recalled will not be eligible for office for the period of three (3) years from the date of recall.

Section 6: Should the President be recalled and appeal his case, his duties shall be assumed by the Vice President from the date of petition until a final determination is made by the Board. In the absence of the Vice President, his duties shall be assumed by the senior Board Member.

Section 7: The Board is the highest ADO authority regarding recall proceedings and Board decisions in such matters shall require a two-thirds (2/3) majority vote of the Board Members.

## Article XV - Recall of Regional Director

Section 1: Any Regional Director may be removed from office by his Area Manager if circumstances so warrant or recalled by a simple majority vote of the Board or by a simple majority of those eligible to vote for Regional Director. The ADO may effect this section by mail, if circumstances so warrant.

Section 2: The NO VOTE PROVISIO (Article IX), Section 11) shall apply to these recall proceedings.

Section 3: Regional Director recall may be initiated by a Board Member or an Association Representative.

a) Board Member-initiated action shall be governed specifically by Article VI, Section 1, Paragraph 1 and Section 2 in its entirety except paragraphs e), f), and g). Any Regional Director recalled by the Board has the right to appeal such action. Such appeals must be in writing and received by the General Secretary no later than 30 days after the recall ruling. If, after consideration of the appeal by the Board the appeal is rejected, there can be no further appeal.

b) Association Representative-initiated action will require:

1. a list of charges and supporting documentation in the form of a petition requesting recall.
2. a copy of this petition will then be sent to each Association Representative within the Region.
3. the petition will have a signature page identifying each Association Representative within the Region.
4. a copy will be sent to the affected Regional Director and the appropriate Area Manager.

Section 4: Procedure

5. Each Association Representative within the Region must either sign pro or con and return the signature page to the Representative who initiated the petition.

6. If 51 % vote pro, a copy of each signature page will then be sent to the Area Manager, with a request to bring the matter before the Board if 51% pro is not obtained, the petition is null and void.

7. The Area Manager will send the petition to the President.

8. The President will proceed per Article VI, Section 2, except paragraphs e), f), and g).

9. The Regional Director will have the right to appeal, in accordance with Section 3a of this Article.

#### Section 5: Elections

The General Secretary will commence the election process as appropriate and in accordance with Article XI. Until the selection process is complete, the Area Manager will act as interim Regional Director.

#### Article XVI - Policy

Section 1: Policy changes and temporary rulings, as approved by a simple majority vote of the Board, as well as general information, will be in the form of announcements issued by the ADO General Secretary or President. These policy changes and temporary rulings will be considered to be in force immediately upon receipt.

Section 2: It is the responsibility of all Board Members, Regional Directors and Association Representatives to read any announcement issued by the ADO.

Section 3: It is the responsibility of each Regional Director and Association Representative to relay the information contained in the aforementioned announcements to the organizational body of the Member which they represent.

#### Article XVII - General

Section 1: The Board is given full power to make, alter, amend or repeal any and all By-Laws of the ADO at any Board meeting without prior notice of their intention to so act. The Board may also effect this section by mail, if circumstances so warrant. A two-thirds (2/3) majority vote of the Board is required to make, alter, amend or repeal any By-Law of the ADO.

Section 2: Rules and regulations to supplement these By-Laws shall be devised for the purpose of clarity and uniformity. Any additions, deletions or changes may be made to these By-Laws according to provisions set forth in Section 1 of this Article.

Section 3: The order of business and/or procedures of any Board meeting or Executive meeting, or any subject not covered by these By-Laws, or noted in Board minutes shall be subject to "Roberts Rules of Order Revised." However, should there be a conflict with these By-Laws and/or "Robert's Rules or Order Revised," the latter shall prevail.

Section 4: These By-Laws shall be reviewed/updated by the President (subject to a two-thirds majority Board approval) on a bi-annual basis.

Approved October 18, 1975

Revised March 4, 1978

Revised October 12, 1980

Revised August 20, 1983

Revised March 15, 1988

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Revised 1998

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