

GREAT LAKES SECTION
CONSTITUTION & BY-LAWS

OCTOBER, 2011
(Contains BY-LAWS updates)

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CONSTITUTION
Of
THE GREAT LAKES SECTION

ARTICLE I

NAME AND GEOGRAPHICS BOUNDARIES

1. The Great Lakes Section (GLS) was formed as a result of the redistricting of the Eastern and Midwest Sections of the American Bridge Association (ABA) at the National Convention in Philadelphia, Pennsylvania, on August 3, 1963. The name of this Organization is and shall be the Great Lakes Section of the American Bridge Association, Inc.
2. The boundaries shall consist of those determined by the national body.

ARTICLE II – OBJECTIVES

The objectives shall be the same as the Objectives of the ABA.

ARTICLE III - MEMBERSHIP

1. Membership shall be of the following categories
 - a. Individual
 - b. Club
 - c. Unit
 - d. Section
2. Eligibility: Individuals who reside within the established geographic boundaries of the Great Lakes Section are eligible for membership.

ARTICLE IV – HONORS

The body reserves the right to honor any of its members.

ARTICLE V – GOVERNMENT

The government of the Section shall be vested in:

- a. the members at the Annual Sectional Meeting.
- b. the Section Representatives of the member cities at the meetings required and called by the Section Vice President.
- c. the Section Vice President in the interim between meetings.

ARTICLE VI – DUES

Each individual member of the Section (except Life Members) is required to pay Section dues, in addition to and concurrent with the payment of National, Unit and Club dues.

ARTICLE VII – OFFICERS

1. The officers of the Great Lakes Section shall be the Section Vice President and Section Secretary/Treasurer.
2. Officers shall be elected biennially by majority vote. All financial members of the Section are eligible to vote.
3. Terms of office shall be as specified in the GLS and ABA By-laws.

ARTICLE VIII – GROUP REPRESENTATION

Each member unit (or club, if a unit does not exist) will provide one voting Representative to be present at each scheduled Section Representatives' Meeting.

ARTICLE IX – IMMEDIATE PAST SECTION VICE PRESIDENT

The immediate past Section Vice President shall have the privilege of attending all Section Representatives' Meetings.

ARTICLE X – MEETINGS

1. An open Membership Meeting must be held during the Annual July Sectional Tournament.
2. Section Representatives' Meeting will be held as specified in the GLS By-laws.

ARTICLE XI – TOURNAMENTS

1. An annual Sectional Tournament must be held once a year.
2. Member units and clubs (where there is no unit) may host the sectional on an equal rotational basis.
3. Proceeds from Sectional Tournaments shall be distributed as specified in the GLS By-laws.
4. Games offered and classifications will be determined by the Sectional Tournament Committee.
5. Regional tournaments will be held within the Section according to a schedule devised by the member unit or club and approved by the Section Vice President.

ARTICLE XII – COMMITTEES

There shall be Standing Committees.

ARTICLE XIII – AMENDMENTS

Amendments to this Constitution may be made only at the Annual Section Membership Meeting, pursuant to the following provisions:

1. that such amendments be published in the Great Lakes Newsletter at least thirty (30) days prior to the Annual Membership Meeting.
2. that the amendment be presented and discussed at the annual meeting, and
3. that the amendment is passed by a two-third (2/3) majority of the voting members at the Annual Membership Meeting.

Revised October 2011

END

BY-LAWS
Of
THE GREAT LAKES SECTION

ARTICLE I – SECTION OFFICERS

1. Candidates for office of Section Vice President and Section Secretary/Treasurer shall:
 - a. Be in good standing with the GLS, Unit and Club.
 - b. Have held office in a local Club.
2. A term of office shall be two years, beginning 01 October and ending 30 September.
3. Election of officers shall be by secret ballot and validated by Election Committee biennially at the Annual Meeting in July.

ARTICLE II
DUTIES OF THE SECTION OFFICERS AND REPRESENTATIVES

1. **As in the American Bridge Association's By-laws**, and in addition to, the Section Vice President shall:
 - a. Preside at all Section and Section Representatives' Meeting. In the absence of the Vice President and the Secretary/Treasurer, the Vice President may appoint one of the Section Representatives to preside over the meeting.
 - b. Issue sanctions for Regional and Sectional games, in accordance with guidelines established by the National Tournament Committee.
 - c. Coordinate games within the Section so that there is no conflict.
 - d. Coordinate tournament schedule so as to minimize conflict with other Sections.
 - e. Articulate Section recommendations and concerns to the National Executive Board.
 - f. In the absence of the Vice President and the Secretary/Treasurer, the Vice President may appoint a Great Lakes member, with full voting power, to represent the Section at ABA Board of Directors Meeting.
 - g. Appoint Committee members
 - h. Submit articles to Bulletin Editor for publication.
 - i. Inform the GLS membership of actions taken by the National Executive Board or National Executive Committee that impact functions and policies of the Section and the ABA.
 - j. Present Sectional Tournament Schedule to Section Representatives for approval.
 - k. Approve hotel site for Sectional(s).
 - l. Require the Host City Tournament Chair of his (her) alternate to attend designated Representatives' Meetings to provide reports on the Sectional Tournament and obtain approvals.
 - m. Receive a final financial report from the Host Unit or Club within 30 days after tournament ends.

ARTICLE II (Cont'd)

DUTIES OF THE SECTION OFFICERS AND REPRESENTATIVES

2. The Section Secretary/Treasurer shall:
 - a. Preside at all Section and Section Representatives' Meetings in the absence of the Section Vice President.
 - b. Keep accurate records of all monies received and expended.
 - c. Receive and disburse all Section funds and be a signee on all bank accounts and drafts of the Section.
 - d. Take minutes during all meetings and provide a suitable alternate if unavailable.
 - e. Distribute copies of the minutes to the membership or Section Representatives, as appropriate.
 - f. Distribute copies of Annual Meeting minutes to the National President, National Secretary, Chair of the Board and GLS Club Presidents.
 - g. Prepare and present the Section Financial Report at the Annual Meeting in July.
 - h. Keep the roster of the Section membership updated and accurate.
 - i. Assist the Vice President with the publication and dissemination of the Section Newsletter, at the discretion of the Section Vice President.
 - j. Attend Secretaries' Seminars when in attendance at Nationals. Section will pay per diem.
 - k. Attend all National Board Meetings, in the absence of the Section Vice President.

3. The Section Representatives shall:
 - a. Attend all Section meetings or designate an official alternate. Notify Secretary/Treasurer of changes.
 - b. Assist the Vice President in governing the Section by articulating the concerns of his (her) membership at Representatives' meetings.
 - c. Approve dates, sites and schedules of Sectional and Regional Tournaments.
 - d. Report to respective Unit, or Club, actions and decisions made by the Section Committee.
 - e. Submit Unit or Club Tournament Schedule to Vice President by required deadline.
 - f. Function as the Scholarship Committee.
 - g. Approve the Section budget for the year.
 - h. Serve on the Sectional Tournament Committee.

4. Voting at Section Representatives' Meetings is open to the official Section Representatives or Alternate(s) and Secretary/Treasurer. In the event of a tie vote, a vote may be cast by the Vice President to break the tie – otherwise the motion is lost.

ARTICLE III – MEMBERSHIP

1. Individuals who reside within the geographic boundaries of the Great Lakes Section, in locations where no club or unit exists, must apply directly to the Section Vice President for both Sectional and National memberships.

2. All other applicants must apply for membership through a local club.
3. Group membership will apply as in the National Constitution.
4. Rights of membership: As in the National Constitution, and in addition to:
 - a. Receive regular communication from the Section office.
 - b. Vote on all issues at Annual Membership Meeting.
 - c. Attend Section Representatives' Meeting, with approval of the Section Vice President, but may not vote on any issue.
5. Obligations of Membership:
 - a. As in the National Constitution
 - b. Articulate concerns to his/her Section Representative.
 - c. Attend Annual Meetings.
 - d. Vote on issues at Annual Meeting.
 - e. Keep informed.
 - f. Meet the financial obligations as specified by each governing unit of the American Bridge Association, Inc.
 - g. Use his/her identification number at all tournaments.
 - h. Participate in tournaments.
6. Obligations of Group Membership:
 - a. As in the National Constitution.
 - b. Elect a representative.
 - c. Notify the Section Vice President and Section Secretary/Treasurer of the name and address of their official Representative and of their Tournament Chair.
 - d. Send a representative to the Section Representatives' Meeting.
 - e. Articulate their concerns to their Section Representative.
 - f. Assume financial responsibility on an equal basis.
 - g. Send news of club activities to Section Vice President.
 - h. Notify Section Vice President of current officers.
 - i. Submit tournament schedule to Section Representative by required deadline.

ARTICLE IV – VACANCIES

In the event of a vacancy in either elective office of the Great Lakes Section, the surviving officer shall call an emergency meeting of the Section Representatives to appoint an interim officer. Should the vacancy be in the office of the Section Vice President, the name shall be forwarded as a recommendation to the National President for confirmation by the National Board.

ARTICLE V – TIME AND PLACE OF MEETINGS

1. An annual Membership Meeting will be held during the Sectional Tournament in July at a time and place determined by the Section Vice President.
2. Section Representatives' Meetings will be held at all Grade A's and Sectionals. The Representatives meeting in July will be held prior to the Annual Membership Meeting.
3. Usual Order of Business
 - a. Call to Order – Vice President of Section.
 - b. Introduction of National Officers, etc, who may be present.
 - c. Roll Call of Representatives.
 - d. Reports of Representatives.
 - e. Minutes of Previous Meeting.
 - f. Reports of Committees.
 - g. Unfinished Business.
 - h. New Business.
 - i. Adjournment.
4. The quorum of the Annual Membership Meeting will be at least 20 financial Great Lakes Section members.
5. The quorum of the Sectional Representatives' Meeting will be at least four Representatives, or official Alternates.

ARTICLE VI – TOURNAMENTS

1. Tournament Committee: The Sectional Tournament Committee shall be composed of the Section Vice President, Section Secretary/Treasurer, Section Representatives, and a locally appointed Chair from the Host City.
2. Time and Place: The dates of the Sectional Tournament(s) shall be:
 - a. the weekend with best proximity to July 4th, and
 - b. the date to be determined by the Section Representatives, if there is a second Tournament.
3. Games and Classification: Games and classifications shall be determined by the Sectional Tournament Committee, within the provisions of the National Tournament Committee.
4. Fees: Fees for games at the Sectional Tournament will be set by the Sectional Tournament Committee.

5. **Proceeds:** Net proceeds (amount after deduction of Sectional Tournament expenses-profit or loss) from Sectional shall be divided, percent-wise, between the Host City and the Section (50% / 50%) in accordance with the policy established and approved by the membership.
6. **Directors:**
 - a. The Sectional Tournament Committee will choose directors for the Sectional Tournament. Standards set forth in the Official ABA Handbook will apply.
 - b. The Section Vice President will offer contracts to Directors chosen. The Vice President will notify each member of the Sectional Tournament Committee as to the Director who will serve.
7. The Section Representative from the Host City of the Sectional shall be a member of the Host City Tournament Committee. He (She) shall act as liaison between this Committee and the Sectional Tournament Committee. The Host City Tournament Chair will submit an interim report to the Vice President within 30 days of completion of the Tournament, and a written final report within 60 days.

ARTICLE VII – STANDING COMMITTEES

1. The standing Committees of the Great Lakes Section shall be:
 - a. Scholarship
 1. Furnish appropriate application forms to GLS Unit/Club Secretary, along with criteria for completing and returning applications, at least 60 days prior to July 4th Sectional.
 2. Receive and evaluate scholarship applications, and submit them to the GLS section Committee for final selection.
 3. Submit appropriate forms for GLS nominees to the National Scholarship Committee prior to established deadline.
 4. Review official ABA documents for up-to-date information about procedures.
 - b. Life Membership/Merit Award/Section Recognition
 1. **Solicit from the Section, nominations for recipients of the National Merit Award and the ABA Life Membership Award.**
 2. Recommend nominees to the Section Committee for approval, and forward the name of GLS nominees chosen to the National Life Membership/Merit Award Committee prior to the established deadline.

3. Recommend to the Section Committee the name of Section member(s) for special recognition by the Section, along with the specific type of recognition to be given.
- c. New Player
1. Assist Section Vice President with the recruitment and retention of new members within the Section.
 2. Provide for the recognition of new player activities and accomplishments in the Section Newsletter.
 3. Serve as GLS Representative on the National New Player Committee.
- d. Membership
1. Be responsible for Section initiatives to recruit new members and reclaim former GLS members.
 2. Monitor membership patterns within the Section and publish observed changes in the Section Newsletter.
 3. Serve as GLS Representative on the National Membership Committee.
- e. Staff Development/Certification
1. Recruit, train and evaluate directors.
 2. Plan seminars to be conducted at Sectional Tournaments.
 3. Recommend certification of GLS directors to the National Staff Development Committee.
 4. Maintain a complete listing of all certified directors in the GLS.
- f. Bridge Education/Teacher Certification (BETC)
1. Develop training programs for teachers, in accordance with National BETC guidelines for certification.
 2. Recruit members to become certified teachers.
 3. Plan seminars to be conducted at Sectional Tournaments.
 4. Serve as GLS representative on the National BETC Committee.

- g. Recommendations and Grievance
 1. Receive and evaluate recommendations/grievances from units and clubs within the GLS.
 2. Present all evaluations and proposed dispositions to the Section Committee.
 3. With Section Committee approval, report Committee findings in the GLS Newsletter.
- h. Election
 1. Coordinate the nominations and certify the eligibility of all candidates for office, in accordance with the GLS and the ABA Constitution and By-laws.
 2. Prepare and distribute the list of nominees for office in the GLS Newsletter, at least 30 days prior to the Annual Meeting at the July Sectional.
 3. Coordinate the election of officers, by secret ballot, by the membership at the Annual Meeting.
 4. Distribute, collect and tally ballots.
 5. Present the tellers report to the Section Secretary/Treasurer.
 6. Coordinate the installation of the newly elected officer(s) at the Annual Meeting.
- i. Budget and Finance
 1. Prepare and present to the Section Committee for approval the annual budget for the GLS.
 2. Review and recommend to the Section Committee means to improve the financial operations of the GLS.
 3. Monitor the application of financial procedures with the Section.
 4. Conduct an audit of the GLS finances each year in the month of August.

- j. History and Archives
 1. Obtain and preserve historical materials from each Unit within the GLS.
 2. Encourage members to donate GLS historical mementoes to the Committee for preservation and display.
 3. Be responsible for GLS participation in ABA historical displays.
2. Ad Hoc Committees shall be appointed by the Vice President.

ARTICLE VIII – DUES

1. Section dues shall be established by the members at any Annual or Call Meeting to meet the operating expenses of the GLS.
2. Dues shall be payable by the 31st of December.

ARTICLE IX – OTHER OBLIGATIONS

1. The Great Lakes Section shall provide complimentary accommodations for the Section Vice President and Section Secretary/Treasurer at the Sectional and Regional Grade “A” Tournaments where meetings are prescribed by the Section By-laws.
2. The Host Unit/Club shall provide complimentary play for the Section Vice President and Secretary/Treasurer at the Sectional and Regional Grade “A” Tournaments where meetings are prescribed by the By-laws.
3. Each Host Unit/Club may provide hospitality and/or dinner according to its own ability and desires at all games. Complete hospitality programs shall be publicized.
4. The Host Group for the Sectional Tournament shall provide to the Section Vice President a report of receipts and expenditures entailed in the Tournament. They shall also present a tentative report at the Section Representatives’ Meeting and the Annual Membership held during the Sectional.
5. The Great Lakes Section shall allocate up to \$300.00 for Spring Nationals and up to \$300.00 for Summer Nationals to subsidize lodging/travel expenses that exceed the stipend provided by the National Board for the GLS Section Vice President, or the designated representative, to attend the Nationals.
6. The Great Lakes Section will provide complimentary accommodations for the National President for one GLS Sectional whenever he/she attends.

ARTICLE X - AMENDMENTS

The By-laws may be amended by 2/3 majority of the voting members present at the Annual Membership Meeting.

ARTICLE XI – RULES OF ORDER

Insofar as they do not conflict with the provisions of the Great lakes Section Constitution and By-laws, ROBERT's RULES OF ORDER shall govern the deliberations of the Section.

Updated - October, 2011

END