



Bylaws for the USA Pickleball Hall of Fame and Museum

1. Mission Statement

The USA Pickleball Hall of Fame and Museum will effectively capture and record the history of pickleball and make it easily available to the public. It will recognize and honor athletes and contributors that have excelled in their efforts in competition or in the advancement of the sport through development and leadership on a national level.

2. Name

The name of the organization will be USA Pickleball Hall of Fame Inc., abbreviated USAPHOF. This organization will be affiliated with USA Pickleball Association (USAP).

3. Policy

No actions may be initiated or undertaken, now or in the future, in conflict with the bylaws of the USA Pickleball Association.

4. Location

The USAPHOF is incorporated in the state of Arizona. The principal office of the USAPHOF will be located in the state of Arizona or such other location as the Board of Directors (Board) may select. The USAPHOF may have additional offices at such other locations as the Board may from time to time determine.

5. Hall of Fame and Museum

a. General: The USAPHOF will have a temporary placement at a location to be determined with ownership of all materials, pictures and artifacts remaining as the property of the USAPHOF. A virtual hall of fame and museum (Pickleball Historical Museum) will ~~may~~ be considered, developed, and maintained as the Board deems advisable.

b. Pickleball Historical Museum

The Board is directly responsible for the development and continued maintenance of an online website that captures both pickleball historical information and data that accurately and effectively record the images, details, and essence of pickleball's unique history. The development and maintenance necessary for such a website will include all necessary managerial and operative steps, procedures, and policies as normally experienced by a professional organization of this nature.

As the Board deems advisable, it may form its own affiliate organization(s) to specifically assist and perform museum responsibilities but will retain specific oversight and general control of the affiliate. Additionally, the Board will ensure that adequate and effective safeguards are established for storing and protecting any artifacts, memorabilia, and other items as may come into its or its affiliates' possession against loss and improper usage.



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USAPHOF and USAP will cooperate (1) to gather historical data and images, and (2) to review and ensure that all information, data, and images are presented accurately and professionally. However, USAPHOF has the final responsibility and authority for the website's presentation and contents.

6. Nonprofit Sec. 501(c)(3)

The USAPHOF is primarily organized (1) for capturing and recording pickleball's history and (2) for the recognition of individuals who have contributed to the growth of the sport of pickleball in such a manner as to promote amateur and general athletics within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended. To this end, the USAPHOF will be the custodians or gatekeepers of pickleball's unique history as well as recognize individuals for their outstanding achievements and who will also promote the continued development of pickleball if able.

7. Governance

The USAPHOF will act as an independent nonprofit corporation that is an affiliate of USA Pickleball.

8. Board of Directors

a. Responsibilities

The USAPHOF will be managed by its Board of Directors, which will establish, regulate, and direct the policies and objectives of the USAPHOF. The Board may adopt such rules and procedures as it may deem proper for the conduct of its meetings and the management of the USAPHOF; provided that such rules and procedures are not inconsistent with the Articles of Incorporation, these Bylaws, or applicable law. The Board will direct, review, and approve budgets, establish committees, develop a historical website, recruit, and establish number of members for the nominating committee and voting panel, have complete oversight over the inductees' applications, voting process, and final selections. As meeting attendance is critical for the proper functioning of the Board, unless a valid reason exists, Board members are expected to participate in all meetings throughout the year.

b. Elections of Board Members and Vacancies

Board elections will be held annually in December. In the first weeks of November, the Secretary will prepare a listing of potential candidates for each open position from names provided by current Board members. Using the candidate listing and in the first week of December, Board members, by majority vote, elect new officers and other members for the next term(s). The new elected officers and member names will then be submitted to the USA Pickleball Board for their approval in the December Board meeting. In the event the USA



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Pickleball Board does not meet in December, the USA Pickleball Board Chair may approve all elected members. If approved, new officers and members take their position on January 1.

If a vacancy occurs on the Board, the current Board members may, by majority vote, elect a successor for the unexpired term. As an affiliate of USA Pickleball, USAPHOF will obtain final approval for the selection from the USA Pickleball Board.

c. Composition

The officers of the Board will be the Chair, Vice Chair, Secretary and Treasurer and additional members may be designated as at-large members of the Board. The number of Board members will be not less than five or more than nine, as determined by a majority of the members of the Board. All members of the board must be USA Pickleball current members in good standing.

d. Officers and Terms

All Board positions will serve a two-year term and will be staggered so that elections occur annually. The Board may determine which officers and Board members will run for election in even or odd numbered years. Each officer and Board member of the USAPHOF may be re-elected for one additional term not to exceed a total of 4 years.

All officers and Board members will serve without compensation but may be reimbursed for authorized expenses as approved by the Chair.

e. Chair/President

The Chair will also be the corporation's President and must be a member of the Board. The Chair will be elected in December by the Board for a two-year term and will take office on January 1. For regularly scheduled meetings, the Chair will develop and send out to Board members the agenda at least seven days prior to any Board meeting and preside at all Board meetings. The agenda may be amended at any time before the meeting. Time not permitting, the Chair may call an emergency meeting as deemed necessary. The Chair will appoint, with majority approval of the Board, committee chairpersons and committee members whose appointments are not otherwise provided for in these Bylaws. The appointees serve at the Board's pleasure.

f. Vice Chair/Vice President

The Vice Chair will also be the corporation's vice-president and must be a member of the Board. The Vice Chair will be elected by the Board for a two-year term and will take effect on January 1. The Vice Chair will assist the Chair in the performance of the Chair's duties and will exercise all the powers of the Chair in the case of the Chair's resignation, incapacity, removal, or death. The Vice Chair will preside over all meetings of the USAPHOF or the Board at which



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the Chair is not present and will periodically perform selected tasks as may be directed by the Chair.

g. Treasurer

The Treasurer is elected for a two-year term by majority Board vote and will monitor the financial management and controls of the USAPHOF and its budgeting process, including the development of the annual budget, the annual filing of Form 990 and other legal forms as may be required, and the investment of funds. The Treasurer will perform such other duties as may be assigned by the Board. The Treasurer will ensure proper safeguards are established to fully protect the organization's funds and financial data and information from unauthorized usage. Treasurer records of receipts and expenses will be retained in accordance with all legal requirements and are subject to audit at any time as authorized by the Board.

h. Secretary

The Secretary is elected for a two-year term by majority Board vote and will record and maintain minutes of all meetings of the Board. The Secretary is the custodian of USAPHOF records and legal documents and will ensure proper safeguards are established to prevent any unauthorized removal or usage of such information. The Secretary will perform such other duties as may be assigned by the Board.

i. Quorum, Proxies, Action by Majority Vote

A quorum of the Board consists of a majority of the Board members in office and is required to conduct business. If less than a quorum is present, a majority of Board members present, may adjourn the meeting without further notice.

Voting Board members may appoint another member in writing, email direction permitted, as proxy. It is not necessary that the direction instruct the proxy specifically how to vote; however, if directed on how to vote, that member must cast a vote as specifically directed.

Except as otherwise expressly required by these Bylaws or by applicable law, the vote of a majority of the Board members present at a meeting at which a quorum is present will be the act of the Board. Each officer and Board member have one vote.

j. Action Without a Meeting

Any action required or permitted to be taken at a meeting of the Board (including amendment of these Bylaws) or of any committee may be taken without a meeting if a majority of the Board or committee consent in writing, including electronic mailing (e-mail), to taking the action without a meeting and to approving the specific action. Such consents will have the same force and effect as a unanimous vote of the Board or of the committee.



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k. Removal of Officer or Member

At any meeting of the Board, any officer or member of the Board (including any vacancy of the Chair, Vice Chair, Treasurer or the Secretary) may, by a vote of not less than a majority of the whole Board, be removed from office, with or without cause, and a successor may be elected pursuant to the provisions of these Bylaws.

9. Committees

a. General

Committees are either advisory committees, Nomination Committee, or Voting Panel, and each serve at the pleasure of the Chair and reports to the Board or as designated by the Chair. Committee members should be geographically diverse to the extent reasonably possible. Board members may be a member of any committee established by the Board or Chair. All committees expire at the end of December of each year. At the beginning of November, Committee chairs will submit their member recommendation to the Chair for the upcoming year.

All members of the Nomination Committee and the Voting Panel are volunteers and are not compensated. Except as approved by the Board Chair or shown on the website, all information, documentation, discussions, comments, reviews, and final selection of inductees are confidential and may not be released, discussed, or otherwise transmitted to anyone outside of the Board, Nomination Committee or Voting Panel. At year end all documentation will be turned over to the Board secretary for retention.

All committee and panel members must be current members in good standing with USA Pickleball throughout the selection and voting processes, respectively. Each committee or panel member will have one vote with the exception of the person heading the committee or panel. That person does not vote unless a tie vote exists.

In selecting members for any committee or panel, any discrimination is prohibited. Selection will be open to all persons without regard to race, age, religion, creed, sexual orientation, color, national origin, familial status, veteran or military status, disability, gender identity, gender expression, or sex.

b. Nomination Committee and Voting Panel

Nomination Committee:

The Nomination Committee, elected annually by the majority of the Board, must be 5 to 9 current members. With Board input, the Board Chair will appoint the Nomination Committee Chair, Vice Chair, and Secretary. The Committee is responsible for developing policies and procedures that are clear, concise, and comprehensive for selecting new inductees into the Hall



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of Fame. Such policies and procedures, which include the procedures for the Voting Panel, must be approved by the Board.

Although the nominating policies and procedures will further detail specifics, in general, diversified Nomination Committee members will be selected by criteria approved by the Board. Such criteria may include, but is not limited to, the member's superior service in the development and promotion of the sport, his/her demonstrated positive leadership on and off the court, the ability to effectively evaluate data and draw logical conclusions, and other factors as may be decided by the Board.

Hall of Fame categories for consideration and selection will encompass such factors as contributors, tournament player groups, and other categories as may have been relevant in the past.

Voting Panel:

The Board will select 13 to 25 Voting Panel members, taking into consideration diversification and player representation using criteria previously described for nomination committee and panel selection members. The Panel Chair, Vice Chair, and Secretary are appointed by majority vote of the Board. All panel members have one vote with the exception of the person heading the panel. That person does not vote unless a tie vote exists.

The Voting Panel will review each candidate's qualifications as recommended by the Nomination Committee and will ultimately select, using developed criteria, a maximum of six current year inductees for final Board approval.

10. Nominations and Presentation

Only candidates nominated as provided in These Bylaws will be eligible for induction to the USAPHOF. The selected inductees will be presented with their awards at a nationally recognized event if possible. Such presentation(s) will be coordinated with USA Pickleball to achieve maximum exposure for the inductees including recognition in newsletters, websites, and other electronic media.

Through December 31, 2020, all inductees of the organization known as the Pickleball Hall of Fame will be considered inductees of the USAPHOF. Unless they decline this option, these former inductees will receive all due considerations equal or similar to new inductees of the USAPHOF.

Awards presented to each inductee will be developed by the Board. Each inductee will have an image/plaque or other suitable memorial along with appropriate support material permanently displayed at a site as directed by the Board.

11. Adoption and Amendment of Bylaws and USAPHOF Regulations



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a. Bylaws

These Bylaws will be subject to amendment and new Bylaws not inconsistent with any provision of the Articles of Incorporation must be adopted by the affirmative vote of a majority of the members of the Board. No proposed amendment of these Bylaws will be adopted by the Board unless the Board will have been given notice of the proposed amendment on the Board Agenda at least 7 days prior to a scheduled Board meeting. Any changes in the Bylaws must also be approved by the USA Pickleball Board. Such approval will be made in a timely manner.

b. Process for Submitting Amendment of Bylaws

A proposed bylaw or amendment may be submitted by any Board member.

c. USAPHOF Regulations and Resolutions

USAPHOF Regulations and Resolutions not inconsistent with the Articles of Incorporation or these Bylaws setting forth rules, regulations, and policies of the USAPHOF may be adopted and amended from time to time by a majority vote of the Board. Amendments to the USAPHOF Regulations will be adopted in accordance with the Bylaws.

d. Gender and Titles of Chairpersons

All references to the male gender in the Bylaws and USAPHOF Regulations will refer to and mean equally the female gender, and the singular will include the plural, each where the context so indicates. Any chairperson or vice chairperson may use any commonly recognized title such as "chairperson," "chairman," "chairwoman," or "chair." The Chair and Vice Chair may similarly be entitled as President and Vice President respectively.

12. Financial Administration

a. Fiscal Year

The fiscal year of the USAPHOF will be January 1 - December 31 but may be changed by resolution of the Board. The fiscal year will agree with USA Pickleball's fiscal year.

b. Budgeted and Non-budgeted Expenses

The Board will approve an annual budget in January of each year. Actual expenses for payment and all non-budgeted expenses between \$1.00 and \$1,000 must be approved by the Chair, non-budgeted expenses above \$1,000 must be approved by the Board.

c. Checks, Etc.

All checks, orders for the payment of money, obligations, and insurance certificates will be signed or endorsed by such officer or authorized agent of the USAPHOF and in such manner as



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will from time to time be determined by resolution of the Board or of any committee to which such authority has been designated by the Board.

d. Deposits and Accounts

All funds not otherwise employed will be timely deposited in general or special accounts in such banks or other depositories as the Board or any committee to which such authority has been delegated by the Board may select. For the purpose of deposit and for the purpose of collection for any USAPHOF account, checks and other items may be endorsed, assigned, and delivered on behalf of the USAPHOF by the treasurer or authorized agent of the USAPHOF.

e. Investments

The funds of USAPHOF may be retained in whole or in part in cash or be invested and reinvested in such stock, bonds, or other securities as the Board in its sole discretion may deem desirable and which are permitted to organizations exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.

13. Books and Records

Correct books of account of the activities and transactions of the USAPHOF will be kept by the Secretary. These will include a minute book, which will contain a copy of the Certificate of Incorporation, a copy of these Bylaws, and all minutes of meetings of the Board. In addition to Board minutes, all official Board documents, contracts, affiliation, and official records will be maintained by the Secretary in an electronic and secure file. Board records will be made available to Board members upon request. Board records that are not generally publicly available will be deemed confidential and may only be released with approval of the Board.

APPROVED by the initial BOARD OF DIRECTORS on August 2, 2021 but adopted and made effective as of August 23, 2021.