

The Delaware Chess Association

A Collection of the Association's
By-Laws, Standing Rules, And Related Documents
Collectively Known as the

Rule Book

The By-Laws
Of The

Delaware Chess Association

Adopted April 13, 1997

COMMENTARY: Organizations are bound by rules. (See Robert's Rules of Order.) There are different levels of parliamentary rules. In the event of a conflict between documents, the higher ranked one takes precedence. (1) External Rules are requirements of law or parent organizations. The Association is bound by the external rules of the United States Chess Federation (USCF). (2) The chief internal document of an organization is its By-Laws (also known as the Constitution). This set of By-Laws is based on the USCF's Regions and States Committee's proposed Model State By-Laws approved at the USCF Annual Meeting, in Alexandria, Virginia, August, 1996. (3) The secondary internal document is the Rules Of Order. These By-Laws specify Robert's Rules of Order. (See Article VI.) A rule lower than the By-Laws that calls for a different practice than the Rules Of Order is an additional rule of order. (4) The lowest ranking document of internal rules is the Standing Rules (also known as Policies). The Model State By-Laws is a wide framework that required many decisions to be made. This commentary records some of the decisions points. This commentary is not part of the By-Laws.

Article I. Name

The name of this organization shall be the Delaware Chess Association.

Article II, Purpose

The Association's purpose shall be:

1. To promote interest and enjoyment in chess through educational programs, tournaments, matches, and other activities.
2. To work in cooperation with the United States Chess Federation in promoting chess activities. The Association shall be the USCF's official affiliate for Delaware.
3. To operate exclusively for educational, recreational, and social-welfare purposes. No part of its contributions, dues, or net income shall benefit any individual, except as part of its promotional programs. The Association is not operated for profit, and neither principal nor income of any of its funds shall be used in any attempt to influence legislation.

Article III, Membership

1. Any person interested in the activities and objectives of the Association may become a member upon payment of the membership fee; any chess club may become an affiliate club of the Association upon payment of the membership fee. Upon receipt of the membership fee, the Association shall issue a membership card with the expiration date noted.
2. Each paid member attending the General Membership Meeting shall have one vote.
3. Membership in the Association may be revoked or suspended for just cause by unanimous vote of the Executive Board. (See Article IV.)

There is no residency requirement; this is a well established practice of state associations. Affiliate club membership was retained from the 1995 By-Laws to encourage club involvement.

Article IV, Organization

1. Ultimate authority in the Association shall rest in the membership; such authority is exercised at periodic General Membership Meetings to be held at least once per year. (See Article VI.)
2. Between General Membership Meetings the business and activities of the Association shall be governed by an Executive Board. The Executive Board shall comprise four (4) officers and four (4) district members. The officers shall be president, a vice-president, a secretary, and a treasurer. The districts shall be (1) Kent County, (2) New Castle County, (3) Sussex County, and (4) Out-of-State district.
3. The terms of office for all members shall be two (2) years with no limit on the number of times they may be elected. District members shall be residents of their elected district. All terms of office on the Executive Board shall expire at the end of the General Membership Meeting.
4. The president and vice-president shall be elected in the odd numbered years (years ending in 1, 3, 5, 7, or 9) by plurality vote at the General Membership Meeting. The Secretary and Treasurer shall be similarly elected in the even numbered years (those ending in 2, 4, 6, 8, or 0). The Kent County and the Out-of-State members shall be elected by plurality vote of the Association members, who are residents of the district, at the General Membership Meeting, in the odd numbered years. The New Castle County and the Sussex County Members shall be similarly elected in the even numbered years.
5. No individual on the Executive Board shall have more than one vote regardless of the number of positions held by that individual or any other.
6. Should a vacancy on the Executive Board occur between elections, the president shall appoint an acting officer, or member with the advice and consent of the Executive Board, until the next election, when the position shall be filled for the remainder of the original term by vote. (See Article VI.) The appointees and replacement electees shall be voting members of the Executive Board during their respective terms.
7. Upon motion, any member of the Executive Board may be removed by a two-thirds vote of the full Executive Board.
8. Any member of the Executive Board shall be regarded as having resigned as an officer or member upon missing over one-half of the consecutive duly scheduled meetings of the Executive Board during the same twelve months, or other abandonment of position, with exceptions to be made by the Executive Board. Upon such resignation, the position shall be filled as listed in section 6 above.
9. The president may, on request of an affiliated club, appoint a non-voting observer to the Executive Board. The term of office for any non-voting observers shall end at the second General Membership Meeting after the appointment. (See Article V.)

The Executive Board has broad authority to manage the Association but the ultimate authority rests in the membership. The district member positions assure geographical representation. A small state with an active Association must expect a large number of non-resident members. The out-of-state district follows a common resort town practice of having a seat on the Town Council for summer residents. The affiliated club, non-voting observer appointments are a means of getting input from the clubs and keeping them informed of Association plans.

Article V, Duties of Officers

1. The president shall:
 - a. Preside at all membership meetings and Executive Board meetings.
 - b. Appoint a Nominating Committee annually, with the advice and consent of the Executive Board, to arrange and oversee the nomination process. No member may run for office in the Association while serving on the Nominating Committee.
 - c. Make all other appointments, with the advice and consent of the Executive Board. The term of office for all appointments and committees shall terminate at the second General Membership Meeting after the appointment, or such sooner time as provided at the time of appointment. Upon motion, any appointee may be removed by a two-thirds vote of the full Executive Board.
 - d. Appoint delegates, voting members, and alternate voting members to the United States Chess Federation, with the advice and consent of the Executive Board.
2. The vice-president shall:
 - a. Assist the president.
 - b. Preside at meetings and carry out all the duties of the president in the absence of the president.
3. The secretary shall:
 - a. Keep minutes of all meetings of both the General Membership Meetings and Executive Board and furnish copies to Executive Board members and non-voting observers.

- b. Provide notice of membership and Executive Board meetings.
 - c. Conduct the correspondence of the Association.
 - d. Report to the membership and Executive Board meetings.
 - e. Maintain a list of members of the Association.
4. The treasurer shall:
 - a. Be responsible for the funds of the Association.
 - b. Maintain a list of the Association's property.
 - c. Provide the names of dues paying members to the secretary.
 - d. Report to the membership and Executive Board meetings.
 - e. Provide itemized financial statements at the request of the Executive Board.
 5. All officers shall turn over all official Association materials to their successors or current president within thirty days of change of officers.
 6. The members of the Executive Board shall be responsible for any interpretation of these By-Laws. In case of a tie-vote, the interpretation shall be that for which the president (or vice-president if presiding) has voted.

Article VI, Meetings

1. A quorum at Executive Board meetings shall consist of one-half of the then serving members.
2. Except as provided in these By-Laws, a simple majority of those voting at an Executive Board meeting shall be necessary to pass motions.
3. The Executive Board shall meet at reasonable intervals to conduct the business of the Association. Meetings shall be open to all interested observers. Between meetings, the officers shall conduct the business of the Association in accordance with the actions and policies of the Executive Board. Mail ballots may be used between Board meetings.
4. Special Executive Board meetings may be called by the president, or by the Executive Board at regular meeting, or by one-half of the Executive Board members submitting written requests to the secretary. In the last case, the secretary shall arrange a date, time, and site for such a meeting to take place within 28 days of receiving such number of requests.
5. The secretary shall mail notices of Executive Board meetings, including date, time, place, and tentative agenda, to each Executive Board member at least 14 days before each meeting.
6. The rules contained in the latest edition of *Robert's Rules of Order* shall govern the Association in all cases to which they are applicable and not inconsistent with these By-Laws. Rules concerning the Association that are not specified in these By-Laws may be adopted by the Executive Board, and will take precedence over *Robert's Rules of Order*, if applicable.
7. An annual meeting of the membership (herein referred to as the General Membership Meeting) shall be held in conjunction with the State Championship tournament.
8. The Executive Board may call special meetings of the membership upon two weeks notice.
9. Ten members shall constitute a quorum at membership meetings.
10. If both the president and the vice-president are absent when a meeting should begin, the order of precedence to conduct the election of a chairman pro tem to preside until the president or vice-president arrives shall be: (a) the secretary, (b) the treasurer, (c) a member of the Executive Board chosen by the Board members present, or (d) the chief tournament director at the State Championship.

Executive Board members should be familiar with Robert's Rules of Order as subjects covered there are not restated in the By-Laws. The original edition of Robert's dates from 1876. The edition to be used may be determined by the Executive Board. If the Association becomes inactive, it may be reactivated by holding new elections at the next State Championship.

Article VII, Amendments

These By-Laws may be amended by a two-thirds vote of members voting at a General Membership Meeting provided that the proposed amendment has been publicized at least thirty days before the meeting.

The Constitution of the United States provides an excellent example of amendments.

Amendment I

Effective with the United States Chess Federation conducted elections of state delegates, the President shall, with the advice and consent of the Executive Board, nominate and submit the names of candidates for delegates and alternate delegates to the United States Chess Federation. Adopted April 26, 1998. This amendment was required by a change in the USCF By-laws on the method of selecting USCF delegates. It replaces Article V, 1, d., of these By-laws.

Amendment II

In the event that the offices of both president and vice-president become vacant, the Executive Board may appoint an acting president and all other appointments normally made by the president. Such appointees shall serve until the next general membership meeting. Adopted April 26, 1998. This amendment allows the Executive Board to make emergency appointments.

Repealer and Effective Date

1. These By-Laws take effect immediately upon adoption by the membership. All previous By-Laws are rescinded when these By-Laws take effect. If the adoption of these By-Laws results in a reduction in the number of Executive Board positions, the reduction shall take effect with the General Membership Meeting following the adoption.
2. The written policies of the Association that are not in conflict with these By-Laws shall remain in affect as Association Rules until revised or rescinded. (See Article VI.)
3. All presidential appointments without a stated expiration date shall expire at the end of the General Membership Meeting following the adoption.

Standing Rule 01
Revised

Membership Types And Dues
July 2002

Table Of Delaware Chess Association (DCA) Membership Types and Annual Dues

“A”	Affiliated Clubs	\$10.00
“R”	Regular Adult, persons age 20 and over	\$10.00
“Y”	Youth, persons age 19 and under	\$ 5.00
“H”	Honorary	FREE

*In special cases dues may be reduced or waived.

1. The youth age matches the USCF youth age.
2. Paid memberships are effective upon payment of Association dues and shall expire one year later.
3. Honorary memberships shall expire on the date set by the Executive Board.
4. DCA memberships or “Other States” are required of all participants at the State Championship.
5. If a member of the Executive Board’s membership has expired, they will be deemed to have resigned by abandoning their office.
6. Except at DCA championship tournaments, an affiliated club or tournament director collecting DCA dues may retain 10 (ten) percent of the dues collected as a commission.

Standing Rule 02 Quick Reference of Names, Numbers, And Dates
Revised August 18, 2008

It is the policy of the Delaware Chess Association to keep important names, numbers, and dates in a common file for quick reference. This information can be found at the Delaware Chess Association website: www.delawarechess.org

Standing Rule 03 Miscellaneous Simple Rules
Revised July 15, 1997

Check Approval: (Adopted July 15, 1997) The Treasurer shall obtain permission from the President prior to writing any check of over \$50.00. In the absence of the President, permission may be obtained from the Vice-President.

Rule Book: (Revised July 15, 1997) The DCA's rules of governance shall be made available to any interested person. For this purpose, the Association Bylaws, Standing Rules, and related documents shall be collected into a single document known as the "Rule Book." Members of the Executive Board and Affiliated Club Observers shall be furnished a copy of the Rule Book and updated information pages without charge. Other interested persons shall be furnished a copy of the Rule Book on payment of a fee equal to the cost of duplication and delivery multiplied by two, but not to exceed \$10. In special cases the fee may be reduced or waived by a member of the Executive Committee.