

**CHICAGO
PARK DISTRICT
TENNIS
ASSOCIATION**

CONSTITUTION (2026 Season)

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ARTICLE I: NAME

The name of this Association shall be The Chicago Park District Tennis Association.

ARTICLE II: PURPOSE

The purposes of this Association shall be:

- To create and stimulate interest in tennis as a sport;
- To bring together in closer friendship and companionship those interested in extending the ideals of tennis;
- To promote a more healthful and wholesome atmosphere in and concerning tennis;
- To foster and assist in the organization of public park tennis teams;
- To bind together in close harmony all public park tennis teams;
- To prescribe and adopt uniform rules and regulations for cooperation between public park tennis teams;
- To arrange for inter-team matches, schedules, and tournaments;
- To establish and maintain affiliations with the Chicago Park District;
- To affiliate with the Chicago District Tennis Association and the United States Tennis Association;
- To cooperate with Chicago Park District in all tennis activities in the furtherance of better playing conditions for the contestants and to provide more satisfactory facilities for spectators.

ARTICLE III: MEMBERSHIP

Section 1. This association shall consist of all organized public park tennis teams who are in good standing.

Section 2. An organized tennis team is one using tennis courts under the affiliation of the Chicago Park District Tennis Association or suburban park districts and whose membership is open to the public.

Section 3. Application for team membership shall state on the website the name of the park, division, names, phone numbers and email of captains, co-captains, and shall be accompanied by the annual team membership fee.

Section 4. Membership shall be granted to an applicant team submitting the above information and fees.

Section 5. All tennis teams making an application for membership shall bear the name of the facility in which the courts on which it plays are located.

Section 6. Each member team in good standing shall be entitled to one vote on Constitutional revision or Rule and By-Law changes considered by the Association.

Section 7. A member team in good standing is one who has been granted membership by the Association and whose membership fees are paid in full.

ARTICLE IV: OFFICERS AND ELECTION

Section 1. The officers of this Association shall be the President, Vice President, Secretary, Treasurer, Webmaster, Tournament Chairperson, and Social Media and Communication Chairperson who shall hold office for an initial two year term and until their successors shall have been duly elected and qualified. If officers choose to extend their term beyond two years, it will be on a yearly basis.

Section 2. Officers shall be elected annually in the fall of each year, except in the case that an office shall become vacant in which the office shall be filled at an election to be held at the next regular meeting, with the exception that the Vice President shall succeed to the office of President to fill the unexpired term.

Section 3. Nominations shall be made by a Nominating Committee of three appointed by the President and by nominations made from the floor.

Section 4. Election to office shall be by simple majority vote of the membership of the Association present at the Annual Meeting.

Section 5. All duly elected officers shall upon qualification be inducted into office after the elections are completed.

Section 6. Officers shall be entitled to preside at meetings in order of their listings in Section 1 of this article.

Section 7. The presiding officer may name at any meeting a temporary officer to perform the duties, at such meeting only, of any absent officer, except that he may name a presiding officer only during consideration of a question he desires to debate.

ARTICLE V: DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings, shall decide, subject to the right of appeal, all questions of order and precedence and interpret the Constitution, Amendments thereto and By-Laws, conduct elections, appoint committees to assist in the management of Association activities and shall be ex-officio member of all committees.

Section 2. The Vice President shall act in the place and stead of the President in case of absence, inability or refusal to act and shall perform all the duties of the President. The Vice President shall perform such other duties as may be required by the President and by the Association.

Section 3. The Secretary shall keep a true and complete record of all matters pertaining to the Association, prepare and send out notices of meetings, be custodian of all club records except the Treasurer's records and the Tournament Committee records, and perform all duties assigned.

Section 4. The Treasurer shall collect and record all monies due the Association, and shall pay all expenses and bills of the Association that have been approved by the Association.

Section 5. The Webmaster shall be responsible for developing and maintaining the CPDTA presence on the World Wide Web. This will involve securing an appropriate domain name, reserving space on a web host computer, ensuring that the information on the CPDTA website is accurate and current, and assisting other CPDTA officers and team captains with the operation of the site.

Section 6. The Tournament Chairperson shall issue the final schedule, assist team captains with issues that arise during the season, review rosters that have been posted online, and arrange for and preside over the Final Championship Tournament.

The Tournament Chairperson shall also coordinate with the CPDTA Board in the administration of grievances in accordance with Article VII (Committees) and the CPDTA By-Laws and Rules.

The role of Division Chairpersons is hereby eliminated.

Section 7. Social Media and Communication Chairperson shall maintain a digital presence for the association online, promoting the membership and activities. As the communication chairperson, they will work to filter communication to all members and captains via direct email, electronic blasts, and any other platforms to get the association's information out. They shall attend regularly scheduled board meetings and develop a social media calendar.

ARTICLE VI: RULES AND REGULATIONS

Section 1. The supreme authority and power of this Association for changes to the Rules and By-Laws and to the Constitution shall be vested in a quorum of the votes that member teams in good standing are entitled to in a meeting assembled except those powers specifically granted to standing committees and this Constitution, Amendments, By-Laws and Rules shall be the supreme law of the Association except that Roberts' Rules of Order (Revised) shall supplement them until other rules and regulations are duly adopted.

Section 2. Regular meetings shall be called to order at the following times: The Annual Board Meeting, held in the fall, and Captains' Meeting in May. The Board shall have regularly scheduled conference calls; each board can arrange a schedule that works for the majority of the board members.

Section 3. Special meetings may be called by the President or the Presiding Officer at the discretion of such officers or upon the written request of six member teams in good standing upon five days' written notice (email acceptable) to all member teams in good standing, which shall state the time, place and purpose of such meeting.

Section 4. A quorum necessary for the transaction of changes to the Rules and By-Laws and to the Constitution shall consist of not less than six member teams in good standing.

Section 5. A quorum for the transaction of regular Board of Directors' business shall be half of the members of the Board.

Section 6. The vote of a simple majority present at a meeting shall be decisive in all matters except as herein otherwise provided.

Section 7. Any officer or member club or team may be impeached, suspended or expelled for failure to abide by this Constitution, Amendments or Rules and By-Laws pursuant hereto upon the affirmative vote of two-thirds of team captains or their representatives present.

Section 8. All matches and tournaments played and conducted by this Association shall be governed by the rules and regulations of the Association, and the rules and code of conduct of the United States Tennis Association.

Section 9. The order of business shall be; Call to Order, Reading of Minutes, Reports of Officers, Reports of Standing Committees, Reports of Special Committees, Unfinished Business, New Business and Adjournment, except that when officers are to be elected, such election shall come under the head of new business and must be completed before adjournment.

Section 10. All disputes shall be handled through the CPDTA Grievance System as defined in the CPDTA By-Laws and Rules. The Association shall not utilize an appeals process beyond the determination of the CPDTA Grievance Committee. Submission procedures, timelines, and enforcement protocols are governed exclusively by the current CPDTA Rulebook.

ARTICLE VII: COMMITTEES

Section 1. Standing Committees

The Standing Committees of this Association shall be:

- Executive Committee
- Tournament Committee
- Grievance Committee

Section 2. Executive Committee

The Executive Committee shall consist of the elected officers of the Association and shall assist in governance and decision-making as required.

Section 3. Tournament Committee

The Tournament Committee shall consist of the CPDTA Board and shall be responsible for scheduling, league operations, and administration of match play.

Section 4. Grievance Committee

A Grievance Committee is hereby established to review and resolve all formal disputes and grievances.

The Grievance Committee shall consist of:

- Members of the CPDTA Board
- One (1) volunteer representative from any division not otherwise represented on the Board

The Grievance Committee shall:

- Review all formally submitted grievances
- Evaluate issues based on CPDTA Rules and By-Laws
- Request additional information as needed
- Issue rulings in a timely and consistent manner

All grievance procedures, submission requirements, and timelines shall be governed by the CPDTA By-Laws and Rules (Article VI: Disputes).

Decisions of the CPDTA Board through the Grievance Committee are final.

Section 5. Special Committees

The President may appoint additional committees as necessary to support the activities of the Association.

ARTICLE VIII: AMENDMENTS

Section 1. This Constitution and any Amendment thereto may be amended or suspended upon the affirmative vote of two thirds of a quorum present in assembly convened or by official electronic ballot, provided that a copy of the proposed amendment or suspension shall have been submitted in writing to the preceding assembly and a copy thereof e-mailed to all member teams in good standing.