

BY-LAWS

AMERICAN DARTS ORGANIZATION



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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 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 4: 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 5: Whenever the term "Member Person" is used in these By-Laws, it shall mean any person belonging to a "Member" as defined in [Section 3](#).

Section 6: 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 7: 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 8: Whenever the term "Region" is used in these By-Laws, it shall mean a designated geographical portion of an Area as defined by the Board of Directors. The area and those regions within it shall be based on criteria and limitations developed by the Board.

Section 9: 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.

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Section 10: Whenever the term "Executive Committee" is used in these By-Laws, it shall mean President, Vice President, General Secretary, Chief Financial Officer, Communications Officer, and one (1) Area Manager on a rotating basis at the President's discretion.

Section 11: 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) Communicate with general membership regarding upcoming events, changes in rules, and any other pertinent information regarding the organization and the sport of darts.
- l) Develop and expedite a national youth program in darts.

Section 2: The ADO shall not discriminate on the basis of race, religion, country of origin, gender identity, sexual orientation, military status, political beliefs, disability or age. 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 ADO Office.
- Section 2: All memberships are subject to approval by the ADO Board of Directors. Board Member voting on submitted applications may take place electronically or at any scheduled Board meeting.
- Section 3: 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 and email address with the ADO Office. It is the responsibility of the Association Representatives to maintain a current valid mailing address and email address for a Member Organization with the ADO Office. Such addresses shall be those to which notice(s) shall be sent whenever required by other provisions of these By-Laws.
- 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 Board or Committee.
- 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 Area Manager, a Member paying dues during the final quarter of a calendar year may remain a Member through the following year, at no additional charge.

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 a 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 them of the ADO's intent to take disciplinary action and requesting them to submit their side of the issue.
- c) Upon receipt of the accused's statement (or 10 days, whichever comes first), the Area Manager will send/email 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.

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- 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 composed 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 within 30 days 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 electronically.
- Section 5: A Board member automatically resigns when, without sufficient cause, they fail to appear at a full Board meeting.
- a) 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.

- b) Board members resigned in this manner shall not be permitted to run for office nor vote in the subsequent election.

Article VIII – 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 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."

They may vote only to make or break a tie on procedural matters. They 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. They are required to communicate directly with members through articles on the ADO website or in any appropriate manner at least quarterly throughout their term of office. They, and the Technology and Communications Officer or the International Representative, shall prepare and approve all press releases regarding the business of the ADO. For reimbursement policies, reference [Article XII – Expenses](#). At the expiration of their term of office, all pertinent books, papers and records shall be turned over to their 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, they shall assume the duties normally performed by the President.

The Vice President is required to communicate directly with members through articles on the ADO website, or in any appropriate manner at least quarterly throughout their 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 XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their successor within 30 days of leaving office.

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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 they call for election electronically 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 them.

For reimbursement policies, reference [Article XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their 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. They 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. They will be notified, in advance, of any expenditure which will exceed the budget; and they will authorize or deny such expenditure. They 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 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 they deems appropriate. The Chief Financial Officer will present the previous year's final financial report to the ADO Board at the January Board meeting.

The Chief Financial Officer will prepare a simplified financial report to be published annually on the ADO website. 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 XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their successor within 30 days of leaving office.

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- 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. They 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. They, and the President and/or the International Representative, shall prepare and approve all press releases regarding the business of the ADO. For reimbursement policies, reference [Article XII – Expenses](#).
- 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. Each Area Manager will submit a quarterly expense report to the Chief Financial Officer. 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. For reimbursement policies, reference [Article XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their 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. Each Regional Director will submit a quarterly expense report to Their Area Manager. For reimbursement policies, reference [Article XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their 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. They 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. They shall advise and assist in the direction and administration of the annual ADO Youth Program. The National Youth Manager will submit a quarterly expense report to the Chief Financial Officer. For reimbursement policies, reference [Article XII – Expenses](#). At the expiration of their term of office, they shall turn over all pertinent books, papers and records to their successor within 30 days of leaving office.

Section 11: NO VOTE PROVISIO - No Board member may vote on protests taking place in the Area in which they reside.

Section 12: Failure to submit quarterly expense reports may be cause for dismissal.

Article IX – Meetings and Quorum

Section 1: BOARD MEETINGS – The Board must meet at least quarterly.

- a) Annual in-person meetings shall be scheduled in the first quarter, and may occur via video conferencing as needed.
 - 1) Regional Directors may attend annual meetings at their expense and may join in discussion. Regional Directors have no vote.
 - 2) Non-Board member individuals may attend annual meetings at the invitation of the President or presiding officers *sans voix*.
 - 3) The President (or presiding officer) reserves the right to expel any observer at his sole discretion.
 - 4) The President shall communicate a meeting announcement at least 30 days in advance.
- b) Quarterly Board meetings shall take place via video conferencing, unless an event provides feasibility to meet in person.
 - 1) The President shall communicate a meeting announcement at least 14 days in advance.
- c) Board meetings shall have no time limit.
- d) Participation in such meetings shall be obligatory for and limited to Board members.
- e) The President is required to solicit Board member input and to submit a written agenda to all Board members at least 3 days before the meeting is convened.

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Section 2: EXECUTIVE COMMITTEE MEETINGS – The Executive Committee shall meet as needed at the discretion of the President.

- a) 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.
- b) The meeting dates, times and locations shall be determined by the President. Attendance shall be excused if notice of the meeting is not received at least 14 days prior to the meeting.
- c) 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.
- d) 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 conducted electronically.

Section 4: RECALL MEETINGS – Such meetings shall be conducted electronically and shall be subject to the provisions set forth in [Article XIII](#).

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

Section 6: At all meetings, the meeting shall be chaired by the President. In the President's absence, the meeting shall be chaired by the Vice President. In the absence of both the President and Vice President, the meeting shall be chaired by the senior board member in attendance.

Section 7: QUORUM – 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.

Article X – Elections

Section 1: Elections for ADO positions shall take place every two (2) years as prescribed in Table X.1.1.

Table X.1.1: Election Cycle

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	2 years
General Secretary	End of even year	2 years
Technology and Communications Officer	End of even year	2 years
National Youth Manager	End of even year	2 years
Area Managers – even no. areas	End of even year	2 years
Regional Directors – odd no. areas	End of even year	2 years

Section 2: The ADO General Secretary shall post a call for candidates and conduct each election with deadlines as follows:

- 1) Call for Candidates: 7–14 days
- 2) Application Review: 1–7 days
 - a) Posting of Ballot: 1 day
- 3) Ballot Collection: 7–10 days
- 4) Ballot Counting: 1 day
- 5) Posting of Results: 1 day

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

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Section 4: The candidates for ADO Elected positions shall be limited to the incumbent/past Executive Officers, Area Managers, National Youth Managers, Regional Directors, ADO Association Representatives, ADO Tournament Directors, or ADO Affiliation Board Members. Time served in each of these positions is worth a number of eligibility points listed in Table X.4.1.

Table X.4.1: Candidate Eligibility Points

Position Held	Points	Period
ADO Executive Officer	4	Per year
ADO Area Manager	3	Per year
ADO Youth Manager	3	Per year
ADO Regional Director	2	Per year
ADO Association Representative	1	Per year
Board Member for ADO Member Association	1	Per year
Tournament Director of ADO Sanctioned Tournament	1	Per tournament

Table X.4.2: Eligibility Point Requirements

Requirements to hold elected position	Points
ADO Executive Officer	10
ADO Area Manager	5
ADO Youth Managers	5
ADO Regional Director	2

A person is eligible for candidacy with sufficient points earned according to Table X.4.2 and the following paragraphs:

- a) In the event that 2 or more candidates fulfill the required number of eligibility points to run for a position, then all candidates with the required number of eligibility points will be nominated into the election.
- b) In the event that less than 2 candidates fulfill the required number of eligibility points to run for a position, then the 2 candidates (or any candidates tied with 2nd most points) with the most eligibility points will be nominated into the election.

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.

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- Section 6: Election for the position of ADO National Youth Manager 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 National Youth Manager shall be limited to members fulfilling eligibility requirements laid out in Section 4 except as provided in [Article VII, Section 5](#) and [Article XIII, Section 5](#).
- Section 7: Election for the position of ADO Area Managers 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 must live within the Area and shall be limited to members fulfilling eligibility requirements laid out in Section 4 except as provided in [Article VII, Section 5](#) and [Article XIII, Section 5](#). In the event a new Area is established between Board meetings, the President shall name an interim Manager in accordance with section 14.
- Section 8: Elections for the position of ADO Regional Directors shall take place every two (2) years as per Section 1. Candidates for Regional Director must live within the Region and shall be limited to members fulfilling eligibility requirements laid out in Section 4 except as provided in [Article VII, Section 5](#); and [Article XIII, Section 5](#). Also, domiciled incumbent/past ADO Representatives who have served 2 years 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 8, 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 conducted electronically and shall take place during the said 90 days.

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Section 9: Election voting rights: incumbents and Individual Members may vote in ADO elections according to positions held in Table X.9.1.

Table X.9.1: Candidate Voter Eligibility

POSITIONS ELIGIBLE TO VOTE	CANDIDATE			
	EXECUTIVE	NATIONAL YOUTH MANAGER	AREA MANAGER	REGIONAL DIRECTOR
President	✓	✓	✓	✓
Vice President	✓	✓	✓	✓
General Secretary	✓	✓	✓	✓
Chief Financial Officer	✓	✓	✓	✓
Technology & Communications Officer	✓	✓	✓	✓
National Youth Manager	✓	✓	✓	✓
Area Manager	✓	✓	*	*
Regional Director	✓	✓	*	*
Association Representative			*	*
Individual Members			*	*

*: In Domicile

Section 10: Selection of ADO Association Representatives will take place at the discretion of the governing body of the Affiliated Member.

Section 11: Should more than two (2) candidates be nominated and run for any of the aforementioned offices, the following shall prevail:

- a) Any candidate receiving a plurality (a relative majority of votes cast) shall be elected.
- 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 12: No person authorized to vote in an election may vote more than once per ballot.

Section 13: As a prerequisite to running for ADO positions, a person must either:

- 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 14: Board Member vacancies shall be covered temporarily by the President, for a period not to exceed 90 days. An election, under these circumstances, to fill such vacancies, shall be conducted electronically and shall take place during said 90 days. Regional Director vacancies shall be covered temporarily by the respective Area Manager.

- 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 within 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 XI – 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 XII – 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 the ADO.

Section 2: Legitimate expenses incurred by the Board may be reimbursed subject to the approval of the Chief Financial Officer or by a simple majority of the Board. The Board may also vote for approval electronically, if circumstances so warrant.

Article XIII – 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 vote for recall electronically, 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 X](#).

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 their case, their 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, their 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 XIV – Recall of Regional Director

Section 1: Any Regional Director may be removed from office by their Area Manager if circumstances warrant or may be recalled by a simple majority of those eligible to vote for Regional Director. The ADO may vote on this action electronically, if circumstances so warrant.

Section 2: The NO VOTE PROVISIO ([Article VIII, 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](#). Any Regional Director recalled by the Board has the right to appeal such action. Such appeals must be emailed 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

1. Each Association Representative within the Region must either sign pro or con and return the signature page to the Representative who initiated the petition.
2. 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.
3. The Area Manager will send the petition to the President.
4. The President will proceed per [Article VI, Section 2](#).
5. 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 X](#). Until the selection process is complete, the Area Manager will act as interim Regional Director.

Article XV – 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 President and/or the Technology and Communications Officer or the International Representative. These policy changes and temporary rulings will be considered to be in force immediately upon receipt, unless otherwise stated.

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. It is also the responsibility of each Regional Director to relay the information contained in the aforementioned announcements to ADO Individual Members in their region.

Article XVI – 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 discuss and vote on By-Laws changes electronically, 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 "Robert's 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.

Revisions

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, 1999, 2000

Revised 2010, 2013, 2014, 2015, 2016

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