

# BY-LAWS of the CROOKED CROSSE BOY'S LACROSSE CLUB

## **ARTICLE I ORGANIZATION**

The name of the organization will be Crooked Crosse Boy's Lacrosse Club, a Not-For-Profit Organization.

## **Article II PURPOSES**

The following are the purposes for which this organization has been organized:

The Crooked Crosse Boy's Lacrosse Club (CCLC) is formed exclusively to be a community operated youth sports organization that exists within the structure outlined in section 501(c)(3) of the Internal Revenue Code (IRS) to provide Upper Dublin (PA) Township boys with the opportunity to learn and play competitive field lacrosse. CCLC's success hinges on the commitment of coaches and other volunteers, and the commitment of the players to excel in the skilled aspects of this unique sport. CCLC operates within the league structure set forth by the South East Pennsylvania Youth Lacrosse Organization (SEPYLA).

Upon the winding up and dissolution of the organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the IRS, or the corresponding section of any future federal tax code.

## **ARTICLE III MEMBERSHIP**

Membership is divided into two classes: voting and non-voting members

Non-Voting Membership shall include all boys enrolled to play in CCLC programs during a specific year (and their parents/legal guardians). Non-voting membership is generally limited to residents of Upper Dublin Township, boys in grades 1-8. The President or his designees may waive these requirements based on special circumstances, provided such action is within the applicable guidelines as set forth by SEPYLA.

Voting Membership: Voting Membership shall be limited to Upper Dublin residents and include:

1. All current Directors and Officers in the organization.
2. All Head Coaches and one designated Assistant Coach approved by the President at the A, B, C and instructional levels;
3. The 1-2 grade, 3-4 grade and High School program coordinators; and

4. Such other club members who have shown an interest in the Club through active participation in Club activities over the preceding year such as service as a coach, on a committee, snack bar duties, fund raising, etc. The approval of the selected members shall be by majority vote of the board and their total number shall not exceed 50% of the total number of voters in (1) and (2) above.

The list of eligible voters shall be identified and the eligible voters informed of their status at least thirty(30) days before a voting membership meeting.

Each voting member is limited to one (1) vote regardless of the number of positions held in the organization. Head coaches will be selected by the President or his designees based on criteria including experience within the game of field lacrosse, youth coaching experience, and their commitment to the values and principles of CCLC. The assistant coaches are selected by the head coach/director for each team subject to approval and confirmation by the President or his designees. Upon request from the President or his designees, all voting members must provide waiver and personal information required to conduct background checks for compliance with local, state and federal statutes.

#### **ARTICLE IV MEETINGS**

The annual general membership meeting of the organization shall be held in February of each and every year. In addition to the general membership meeting in February and voting membership meeting in June, the organization shall annually hold a business meeting open to all club members in September.

The Secretary shall notify every club member in good standing at his/her address as it appears in the registration records for the organization a notice telling the time and place of such annual meeting via mail and/or email.

The annual voting membership meeting of this organization shall be held in June of each and every year. The purpose of the said meeting is to elect officers and board members, and conduct all normal business of the organization.

The presence of not less than 61% of the voting members shall constitute a quorum and shall be necessary to conduct the business of this organization.

Additional meetings of this organization may be called by the President or his designees when deemed necessary. Notices of such meeting(s) shall be communicated via mail and/or email to all voting members at their addresses as per the registration records at least ten (10) days before the scheduled date for such special meeting. Such notice shall state the reasons that such meeting has been called and the business to be transacted at such meeting. At the request of 66% of the members of the Board of Directors or 75% of the voting members of the organization, the President shall cause a special meeting to be called but such request must be made in writing at least ten (10) days before the requested scheduled date.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

#### **ARTICLE V VOTING**

Only voting members shall be eligible to vote on issues presented to the club. Issues will generally be decided by voice vote. Any member of the voting membership may request the question be decided by ballot at any time.

At the annual voting membership meeting, officers and board members will be elected to two year terms commencing July 1. Any voting member may nominate candidates for said positions, provided they meet the minimum criteria set forth under Article VIII for the respective position.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors.

When a vote is taken by ballot, the President or his designees shall, prior to the commencement of balloting, appoint a committee of three (3) who shall act as "Inspectors of Election" and who shall, at the conclusion of such balloting, certify in writing to the President or his designee the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

No Inspector of Election shall be a candidate for office or shall be personally interested in the question voted upon.

#### **ARTICLE VI ORDER OF BUSINESS**

1. Roll Call
2. Reading of the Minutes of the preceding meeting
3. Reports of Committees
4. Reports of Officers
5. Old and Unfinished Business
6. New Business
7. Adjournment

#### **ARTICLE VII BOARD OF DIRECTORS**

A board of Directors consisting of five members, who are UD Township residents, shall manage the business of this organization. The Directors will consist of a President and four At-Large Directors chosen by the voting membership with voting privileges as to any issues presented to the board. The immediate Past-President shall serve as an ex-officio member of the Board without voting privileges. The voting board members shall choose from among its members an At-Large Director to serve as Vice President. The position of Treasurer shall be filled by a qualified individual who is approved by the Board of Directors. The Treasurer does not have to be a voting member of the Club or member of the Board of Directors and may also serve as secretary at the discretion of the Board. The voting membership shall elect

each Director to a two year term and elections will be staggered so that three Directors are elected in one year and two Directors are elected in the following year. Eligibility to run for a position on the board of Directors includes a minimum of two years either as a voting member of the Club and/or of active service to the Club recognized by the Board of Directors in other roles, including as coach, committee member etc.

The Directors will be chosen at the annual voting membership meeting of this organization as set forth above. Two of the newly created board of five, in 2011 only, will serve initially for one year before re-election to create the staggered election process.

The Board of Directors shall oversee management of the affairs and business of this organization. The Board of Directors shall only act in the name of the organization when it shall be regularly convened by its chairman after due notice to all the Directors of such meeting.

The Board of Directors shall meet at least once per year on a date and time that is mutually acceptable to them and will convene such meetings as it deems necessary to fulfill its responsibilities to the organization. Each Director shall have one (1) vote and such voting will not be done by proxy.

The Board of Directors may make such rules and regulations covering its meetings as it may in its discretion determine necessary. Vacancies in the Board of Directors which occur during the year shall be filled by appointment of the President.

The President of the organization by virtue of his office shall be Chairman of the Board of Directors.

A Director may be removed when sufficient cause exists for such removal. The Board of Directors may entertain charges against any Director. A Director may be represented by counsel at any removal hearing. The Board of Directors shall adopt such rules for this hearing as it may in its discretion consider necessary for the best interests of the organization.

No Director shall for reason of his office be entitled to receive any salary or compensation.

#### **ARTICLE VIII OFFICERS**

The officers of the organization shall be as follows:

President:

Vice President:

Secretary/Treasurer:

The President and/or his designee shall preside at all meetings. He/she shall present at each annual meeting of the organization an annual report of the work of the organization. He/she shall see all books, reports and certificates required by law are properly kept or filed and may sign the checks or drafts of the organization. He/she shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

The Vice President shall in the event of the absence or inability of the president to exercise his office become acting president of the organization with all the rights, privileges and powers as if he had been the duly elected president.

The Secretary/Treasurer shall keep the minutes and records of the organization in appropriate books. It shall be his/her duty to file any certificate required by any statute, federal or state. He/she shall give and serve all notices to members of this organization. He/she shall be the official custodian of the records of the organization. He/she shall present to the membership at any meetings any communication addressed to him/her as Secretary of the organization. He/she shall submit to the Board of Directors any communication, which shall be addressed to him/her as Secretary of the organization. He/she shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

The Secretary/Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. He/she shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$40,000 and the balance of the funds of the organization shall be deposited in a savings bank except that the Board of Directors may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in this state. He/she must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. He/ she shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Treasurer.

No officer shall for any reason of his office be entitled to receive any salary or compensation.

#### **ARTICLE IX COMPENSATION OF OTHER COACHES AND STAFF**

All coaches and other staff shall volunteer their time to the organization. In the event that the President or his designee(s) determines that the volunteer candidates for the position of head or assistant coach do not possess the necessary qualifications, the President or his designee(s) shall make recommendation(s) to the Board regarding the hiring of sufficient coaches to meet the needs of the organization. Such recommendation(s) must be approved as to the specific individuals and amount of compensation paid to such individuals by a majority vote of the Board.

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**ARTICLE X DUES & FEES**

CCLC is a community organization dedicated to serving all residents of the community. Each year the Board shall set dues and fees for participation in Club activities for in the upcoming season. The fees and dues schedule for each year shall be approved by a majority of the Board. The Board also may waive the required dues and fees for a specific individual if it is determined by the President or his designee(s) that the individual is not able to meet his commitment to pay dues and fees to the extent that the organization has the financial resources to do so.

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**ARTICLE XI AMENDMENTS**

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than 75% percent of the voting members.

Amended June 2011 (posted Jan 28 2012); Amended prior June, 2008