

SPRING GROVE LACROSSE CLUB CONSTITUTION AND BYLAWS

A Non-Profit Association

ARTICLE 1: NAME AND PURPOSE

1. The name of the organization shall be the Spring Grove Lacrosse Club.
2. The program is for youth living in the Spring Grove Area School District on a strictly nonsectarian basis, without distinction as to race, color or sex.
3. The purpose of this organization is:
 - A. To promote the sport of lacrosse, by teaching the fundamental skills of the sport through practice and competitive play.
 - B. To bring about the building of good character, good citizenship and physical development.
 - C. To promote, by example, the highest standards of sportsmanship and good team fellowship.
 - D. To build a better community in which to live, without financial gain or profit, incidental or otherwise to its members.

ARTICLE 2: MEMBERSHIP

1. The registrant will receive automatic membership to the organization when registration fees are paid in full.
2. In the event of a hardship case, the board reserves the right to grant a scholarship upon consideration of all the facts and when the board unanimously agrees.
3. Membership in the organization can be revoked, due to actions or behavior detrimental to the good of the club. Membership will be revoked after the appropriate progression through the disciplinary action process, outlined in the separate code of conduct. Said loss of Membership can be permanent. Reinstatement can only occur upon review of all relevant facts and unanimous consensus of the executive board after a special hearing.
4. In special cases where the organization has a need for players in a particular age group, registrants living outside the Spring Grove Area School District can be considered for membership, if and only if, no youth living in the Spring Grove Area School District loses their privileges as a result. In addition, the school district to whom the registrant belongs has to provide consent.

ARTICLE 3: MEMBERSHIP MEETINGS

1. Regular meetings shall be held at the Spring Grove Community Center on the second Wednesday of each month at 7:00 p.m. and will terminate at or before 9:30 p.m. The President may change the day, time, or location of the meeting as needed.
2. All members are encouraged to attend monthly membership meetings to stay informed and to participate in the development of the club.
3. Special executive or membership meetings may be held at the call of the President or upon request from members. Such meetings will require a minimum of **twenty-four (24)** hours' notice by the president, who shall set the time and place of the meeting.

ARTICLE 4: VOTING

1. All members present shall have one (1) vote upon any motion presented at any regular or special membership meeting, provided they are in attendance. The organization will not recognize proxy votes.

ARTICLE 5: QUORUM

1. A quorum shall consist of a number that equals 1/2 of the Executive Board numbers plus one additional member.
2. All Executive Board members must be in good standing by attending all meetings unless excused.
3. In the absence of a quorum, a majority of the officers and/or Executive Board members present, and voting may adjourn the meeting until a quorum can be attained.

ARTICLE 6: OFFICERS

1. The officers of the organization shall consist of a President, Vice-President, Secretary, Treasurer, Athletic Director, YCLA board representative, and one (1) representative at large, which shall be the president of the previous year (provided he or she is not re-elected as president). The officers of the organization shall be members in good standing prior to their elections.
2. The Executive Board shall consist of the officers of the organization.

ARTICLE 7: POWER OF THE OFFICERS

1. **President:** The President shall be the Executive Officer of the organization and have general supervision over the activities and operations of the organization, subject, however, to the control of the Executive Board and the membership. He or she shall support the chairman of each standing committee and also appoint special committees and is a member of all standing committees. The President shall represent the organization before the public either personally or through the delegates and shall perform all functions usually attributed to this office
2. **Vice-President:** The Vice-President shall perform all duties of the President in case of his or her absence or disability. He or she shall succeed the President in the event of the President's resignation and/or removal from office. He or she shall be responsible for all new and used athletic supplies and shall order, maintain and inventory all equipment and apparel for the organization.
3. **Secretary:** The Secretary shall maintain files on the participating children and shall assist the President with the correspondence of the organization. The Secretary shall keep accurate minutes of all meetings of the elected officers and the membership meeting and have said minutes typewritten and present at each meeting. He or she shall be the custodian of all records that pertain to the functions of the organization. In addition, he or she shall keep a book containing the Constitution and by-laws and make them available for review upon request. He or she shall also keep a record of the attendance of the membership meetings.
4. **Treasurer:** The Treasurer shall hold the funds of the organization and disclose them upon approval of the membership during the fiscal year. He or she shall keep an account of the receipts and disbursements, report these at each membership meeting, and prepare an annual financial statement for distribution to members at the final meeting of the year. He or she shall present the books to a certified public accountant for auditing and tax preparation after March 15th. He or she shall keep the president, elected officers, and the membership

informed of the financial condition of the organization. He or she shall perform duties connected with the organization's insurance program. A certified public accountant shall handle account record keeping.

5. **Athletic Director:** The Athletic Director shall be responsible for working with all of the coaches to ensure that rules and the "Coaches' Code of Conduct" (attached) are followed. The Athletic Director serves as a liaison between parents and coaches when an impasse or unresolvable conflict occurs.
6. **YCLA Representative:** The YCLA representative shall attend all YCLA meetings and represent the Spring Grove Lacrosse Club and its interest. The YCLA representative shall report league information and changes back to the Executive Board.
7. **Executive Board:** Executive Board members are required to attend meetings that may be called by the President to review sensitive and necessary issues affecting the organization.

ARTICLE 8: POWERS OF THE MEMBERSHIP

1. The membership shall act on reports of the committees. It may adopt such rules governing and procurement of the coaches and staff, the conduct of the organization, and conduct of meetings, as is consistent with the Constitution and by-laws. It shall be the final judge of the qualifications and election, as well as the dismissal, of officers, coaches, members, players or participants.

ARTICLE 9: POWERS OF THE ELECTED OFFICERS

1. The elected officers shall be responsible for:
 - the management of the organization;
 - carrying out policies established by the membership;
 - reporting its transactions to the members of the organization; and
 - suggesting policies for consideration by the membership.
2. In the specific case of dismissal of an officer, coach, or member, such cases shall be reviewed by a special meeting of the elected officers. Any decisions or recommended action will be presented to the membership at a regular monthly meeting.

ARTICLE 10: TERM LIMITS AND SUCCESSION

1. The officers shall be elected for a **two (2)** year term.
2. Whenever the offices of both the President and Vice-President become vacant between elections, the remaining members of the elected officers shall choose one of their members to serve as President until the membership can fill the vacancies.
3. Other than the office of the President, whenever there is a vacancy of an officer, the elected officers shall choose a member to fill the vacancy until the membership can elect a replacement.
4. Any officer may resign their position at any time by giving written notice to the Executive Board, or to the President of the organization. Any such resignation shall take effect immediately upon receipt of such notice or at any later time specified. The acceptance of the resignation shall not be necessary to make it effective. Upon resignation, membership in the organization is not disqualified, and therefore, the resigning officer maintains voting rights as any other member of the organization.

ARTICLE 11: ELECTIONS

1. **Nominations:** The membership will nominate candidates for the elected offices **beginning** in the month of May. They will be presented and voted upon at the June meeting.

2. **Voting:** To be eligible to vote, a member must be in good standing.
3. **Balloting:** The members shall vote for officers at the June meeting. Voting will take place by secret ballot, if more than one (1) nominee is nominated. If unopposed, a voice vote shall be satisfactory. New officers shall assume their duties on July 1st.

ARTICLE 12: COMMITTEE CHAIRPERSONS

1. A Committee Chairperson shall act on the appointment of the President, with approval of the Executive Board. They shall be responsible for attending all membership meetings and provide status reports to the Board and membership regarding the activities of the committee. They shall be accountable to the Executive Board and the membership.
2. A candidate for a committee chairperson shall be a member in good standing and is required to conduct themselves within the guidelines of the Constitution and by-laws.

ARTICLE 13: DISPOSAL OF PROPERTY

1. In the event that property of the organization becomes obsolete or excess, with approval of the executive board:
 - said assets may be donated to such organizations whose objectives closely parallel this organization, provided such organizations have a legal non-profit status according to Pennsylvania state law; or
 - the assets may be scrapped with no personal gain to any individual within the organization.
2. In the event of the demise of this organization, all property, real or otherwise, shall be given to such organizations whose objectives closely parallel this organization, provided such organizations have a legal non-profit status according to Pennsylvania state law.

ARTICLE 14: AMENDMENT

1. This Constitution and by-laws may be amended by a majority vote at any regular meeting of the membership, provided that proposed amendments have been studied by the membership.
2. All approved amendments shall be published on the website. Alternately, written copies of the amendment will be available upon request at membership meetings.

ARTICLE 15: RATIFICATION AND ADOPTION

1. This Constitution and by-laws shall be ratified and effective upon a majority vote of the active membership of the organization.

ARTICLE 16: COACHES

1. With a quorum, the officers will appoint all coaches for any team in the Spring Grove Lacrosse Club. This includes all assistant coaches and team managers in supporting roles.
2. Unless otherwise contested, head coaches may use discretion when appointing their assistant coaches and team managers in supporting roles without a quorum.
3. All coaches must agree to a background check to qualify.
4. The organization expectation is that the behavior of all coaches will be consistent with the guidelines set forth in the by-laws. Any reported behavior that is inconsistent with the guidelines or by-laws will be reviewed and may be subject to the grievance procedure

outlined separately. The coaches are expected to sign and abide by the “Coaches’ Code of Conduct” (see attached).

COACHING GUIDELINES

1. Reasons for suspension:

- Using abusive language
- Making any obscene gesture in protesting any official's decision. Team captains or head coaches can ask for clarification of a rule but are not to argue with an official.
- Throwing any equipment in an unsportsmanlike manner associated with club operations including practices and games.
- Resorting to inappropriate touching, threatening language, or roughness on the field.
- Intoxication.
- Distributing or selling any kind of illegal substance. • Any immoral acts that are not in good faith with the club.

2. Reasons for warning or possible further action:

- Any coach or player who conducts himself/herself in an ungentlemanly or unsportsmanlike manner (which would reflect badly on this program) could be removed from further participation.
- No player, coach, or any party associated with the Spring Grove Lacrosse Club shall ride, abuse, heckle, or make any uncomplimentary remarks whatsoever to any opposing player coach, official, or fan.
- Only players, coaches, team managers, or medics associated with the club may occupy the team bench during any competition.
- Coaches or any party associated with the Spring Grove Lacrosse Club are prohibited to smoke or chew tobacco during practice or game time.
- No alcoholic beverages or smoking is permitted at a club's playing complex during practice hours or any scheduled league function.
- A coach or any party associated with the Spring Grove Lacrosse Club that encourages a player to use illegal gameplay may be subject to a warning or suspension.

3. In case of an accident:

- If a player is injured, administer first aid.
- If a player needs medical assistance beyond first aid, call an ambulance (911) and inform the player's parents.
- Upon return from an injury, a doctor's release is required before participation is allowed.

ARTICLE 17: CONDUCT OF PARENTS AND SPECTATORS

1. Time of play shall be consistent with the rules of the YCLA. The decision of the coach is final with regard to a player’s involvement/playing time. Should an injury or the need for disciplinary action arise, coaches may use discretion in limiting a player’s time on the field.
2. All parents will confine discussions with coaches to either before or after practice, not on the playing area.

3. All cheering and/or comments will be held to a reasonable level. There will be no ridiculing officials, coaches, or players during games or practices. Dismissal from a game, match or practice may occur if this rule is breached. 4. If a parent has a complaint, he or she must:
 - contact the head coach to discuss the issue. If this discussion does not yield a conclusion satisfactory to both parties, then the parent may proceed by contacting the following parties:
 - an officer of the organization; or
 - submit a written formal complaint to the Executive Board.
5. In order for a child to participate in this organization, a parent or guardian must attend a mandatory meeting prior to the child's participation.
6. All parents and players are expected to sign and abide by the Spring Grove Lacrosse Player/Parents (attached) prior to beginning play at the beginning of every season.

24 Hour Rule – For a complete 24-hour Rule description please visit the Spring Grove Lacrosse Club website, www.sglax.org

- Parents/guardians must wait at least twenty-four (24) hours before confronting a coach, team, player, board member or league official to discuss any negative game or practice situation(s).

- Coaches are prohibited from discussing said negative game or practice situation(s) with parents/guardian until at least 24 hours after the fact.

A confrontation shall consist of any conversation, which elevated from a normal speaking tone and demeanor to one which involves yelling, profanity or derogatory comments towards said coach, team, player, board member or official.