

2018 Anacortes Lacrosse Club Proposed Amendment Changes

1. Proposed Amendment: Alter the Executive Board membership by:
 - a. Altering Boys and Girls Youth Coordinator to simply Boys and Girls Coordinators.
 - b. Move Girls and Boys High School Coordinator positions under Boys and Girls Coordinators
 - c. Add Coaches Coordinator Position under Vice President-Operations.
 - d. Add Member-At-Large Position under Vice President-Admin.
 - e. Add non-voting Past President Position adjacent to President.

2. Current Bylaws Affected:
 - a. 3.1.b: Executive Board means any member voted into an officer's position on the board: President, Vice-President (Operations), Vice-President (Administration), Treasurer, Secretary, Boys Youth Coordinator, Girls Youth Coordinator, Boys High School Coordinator, and Girls High School Coordinator.
 - b. 4.2 The Officers of ALC shall be the elected positions of President, Vice – President (Operations), Vice-President (Administration), Treasurer, Secretary, Boys Youth Coordinator, Girls Youth Coordinator, Boys High School Coordinator, and Girls High School Coordinator. Additional board positions will be assigned by the board, those positions will require a nomination, a second, and a majority vote of the board.
 - c. 4.5 Duties and Responsibilities of Executive Board Officers:
 - i. BOYS YOUTH COORDINATOR – The Boys Youth Program Coordinator shall hold an office for a term of two years, is a voting member, and shall report to the Board. The Boys Youth Coordinator is responsible for helping to recruit and retain qualified coaches for each youth level and season of ALC. This person will work with the Board and coaches in pre-season planning and program development opportunities, develop and maintain a season calendar for the boys program, and coordinate all aspects of boys' play for clinics/camps/tournaments. The Boys Youth Coordinator shall recruit and work with team managers to maintain proper communication between the board and coaches, and organize seasonal volunteers. The Boys Youth Coordinator shall work with the Secretary, Treasurer, and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Boys Youth Coordinator shall attend NYSL meetings and ensure ALC complies with NSYL standards and requirements. The Boys Youth Coordinator shall perform any other duties as needed.
 - ii. GIRLS YOUTH COORDINATOR -- The Girls Youth Program Coordinator shall hold an office for a term of two years, is a voting member and shall report to the Board. The Girls Youth Coordinator is responsible for helping to recruit and retain qualified coaches for each youth level

and season of ALC. This person will work with the Board and coaches in pre-season planning and program development opportunities, develop and maintain a season calendar for the girls program, and coordinate all aspects of girls' play for clinics/camps/tournaments. The Girls Youth Coordinator shall recruit and work with team managers to maintain proper communication between the board and coaches, and organize seasonal volunteers. The Girls Youth Coordinator shall work with the Secretary, Treasurer, and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Girls Youth Coordinator shall attend WSLA meetings and ensure ALC complies with WSLA standards and requirements. The Girls Youth Coordinator shall perform any other duties as needed.

- iii. **BOYS HIGH SCHOOL COORDINATOR** – The Boys High School (HS) Coordinator shall hold office for a term of two years, is a voting member and shall report to the ALC Board. The Boys HS Coordinator is responsible for helping to recruit and retain qualified coaches for all boys' high school teams of the ALC. He or she will work with the ALC Board and coaches in pre-season planning and program development opportunities, coordinate with the coaches to maintain the schedule for the HS season and coordinate all aspects of boys' play for clinics/camps/tournaments. The Boys HS Coordinator shall work with Team Managers to maintain proper communication between the board and coaches and organize seasonal volunteers. The Boys HS Coordinator shall work with the Secretary, Treasurer and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Boys HS Coordinator shall attend WHSBLA meetings and ensure ALC complies with WHSBLA standards and requirements. The Boys HS Coordinator shall perform any other duties as needed.
- iv. **GIRLS HIGH SCHOOL COORDINATOR** – The Girls High School (HS) Coordinator shall hold office for a term of two years, is a voting member and shall report to the Board. The Girls HS Coordinator is responsible for helping to recruit and retain qualified coaches for all girls' high school teams of ALC. He or she will work with the Board and coaches in pre-season planning and program development opportunities, coordinate with the coaches to maintain the schedule for the HS season and coordinate all aspects of girls' play for clinics/camps/tournaments. The Girls HS Coordinator shall work with Team Managers to maintain proper communication between the board and coaches and organize seasonal volunteers. The Girls HS Coordinator shall work with the Secretary, Treasurer and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Girls HS Coordinator shall attend WSLA meetings and ensure ALC

complies with WSLA standards and requirements. The Girls HS Coordinator shall perform any other duties as needed.

3. If proposed changes approved, by-laws will read:
 - a. 3.1.b: Executive Board means any member voted into an officer's position on the board: President, Vice-President (Operations), Vice-President (Administration), Treasurer, Secretary, Boys Coordinator, Girls Coordinator, Coaches Coordinator, and Member-At-Large. Additionally, a non-voting position to be held by the Past President shall be a part of the Executive Board.
 - b. 4.2 The Officers of ALC shall be the elected positions of President, Vice – President (Operations), Vice-President (Administration), Treasurer, Secretary, Boys Coordinator, Girls Coordinator, Coaches Coordinator, and Member-At-Large. The non-voting position of Past President shall also serve as an Officer of ALC. Additional board positions will be assigned by the board, those positions will require a nomination, a second, and a majority vote of the board.
 - c. 4.5 Duties and Responsibilities of Executive Board Officers:
 - i. BOYS COORDINATOR – The Boys Program Coordinator shall hold an office for a term of two years, is a voting member, and shall report to the Board. The Boys Coordinator is responsible for helping to recruit and retain qualified coaches for each youth and high school level and season of ALC. This person will work with the Board and coaches in pre-season planning and program development opportunities, develop and maintain a season calendar for the boys' program, and coordinate all aspects of boys' play for clinics/camps/tournaments. The Boys Coordinator shall recruit and work with team managers to maintain proper communication between the board and coaches and organize seasonal volunteers. The Boys Coordinator shall work with the Secretary, Treasurer, and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Boys Coordinator or his/her assigned representative shall attend WHSBLA and NSYL meetings and ensure ALC complies with WHSBLA and NSYL standards and requirements. The Boys Coordinator shall perform any other duties as needed. A Boys High School Coordinator may be assigned under the Boys Coordinator.
 - ii. GIRLS COORDINATOR -- The Girls Program Coordinator shall hold an office for a term of two years, is a voting member and shall report to the Board. The Girls Coordinator is responsible for helping to recruit and retain qualified coaches for each youth level and season of ALC. This person will work with the Board and coaches in pre-season planning and program development opportunities, develop and maintain a season calendar for the girls' program, and coordinate all aspects of girls' play for clinics/camps/tournaments. The Girls Coordinator shall recruit and work with team managers to maintain

proper communication between the board and coaches, and organize seasonal volunteers. The Girls Coordinator shall work with the Secretary, Treasurer, and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Girls Coordinator or his/her designated representative shall attend WSLA meetings and ensure ALC complies with WSLA standards and requirements. The Girls Coordinator shall perform any other duties as needed. A Girls High School Coordinator may be assigned under the Girls Coordinator.

- ~~iii. BOYS HIGH SCHOOL COORDINATOR—The Boys High School (HS) Coordinator shall hold office for a term of two years, is a voting member and shall report to the ALC Board. The Boys HS Coordinator is responsible for helping to recruit and retain qualified coaches for all boys' high school teams of the ALC. He or she will work with the ALC Board and coaches in pre-season planning and program development opportunities, coordinate with the coaches to maintain the schedule for the HS season and coordinate all aspects of boys' play for clinics/camps/tournaments. The Boys HS Coordinator shall work with Team Managers to maintain proper communication between the board and coaches and organize seasonal volunteers. The Boys HS Coordinator shall work with the Secretary, Treasurer and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Boys HS Coordinator shall attend WHSBLA meetings and ensure ALC complies with WHSBLA standards and requirements. The Boys HS Coordinator shall perform any other duties as needed.~~
- iv. GIRLS HIGH SCHOOL COORDINATOR—The Girls High School (HS) Coordinator shall hold office for a term of two years, is a voting member and shall report to the Board. The Girls HS Coordinator is responsible for helping to recruit and retain qualified coaches for all girls' high school teams of ALC. He or she will work with the Board and coaches in pre-season planning and program development opportunities, coordinate with the coaches to maintain the schedule for the HS season and coordinate all aspects of girls' play for clinics/camps/tournaments. The Girls HS Coordinator shall work with Team Managers to maintain proper communication between the board and coaches and organize seasonal volunteers. The Girls HS Coordinator shall work with the Secretary, Treasurer and Team Managers to verify rosters and player eligibility prior to the start of the season based on US Lacrosse membership and player dues. The Girls HS Coordinator shall attend WSLA meetings and ensure ALC complies with WSLA standards and requirements. The Girls HS Coordinator shall perform any other duties as needed.
- v. COACHES COORDINATOR – The Coaching Coordinator/s shall hold an office for a term of two years, is a voting member, and shall report to the Board. The Coaching Coordinator Position can be held by one or

two people but represents only one vote on the Executive Board. The Coaching Coordinator/s are responsible for the management of the club's coaching program and promoting the value of coaching within the club. In conjunction with NSYL, WSLA and WHSBLA, the Coaching Coordinator/s will ensure all club coaches hold appropriate qualifications and work with the Boys and Girls Program Coordinators to ensure documentation of the qualifications and that there are enough coaches for the club's requirement. The Coaching Coordinator/s will work with the Treasurer to develop a budget for the club's coaching accreditation program. The Coaching Coordinator/s will work to arrange training sessions, locations, dates and times, meet as appropriate with coaches to discuss performance and provide feedback, and continually seek out potential coaches and recruit whenever possible.

- vi. MEMBER-AT-LARGE – The Member-At-Large shall hold an office for a term of two years, is a voting member, and shall report to the Board. The Member-At-Large shall assist in the management of the affairs of Anacortes Lacrosse Club and shall accept and perform tasks and duties specifically delegated by an officer and/or the board as a whole.
- vii. PAST PRESIDENT – The Past President shall be a non-voting position held by a President who has completed his/her term as President and is an active member. The Past President shall serve as an advisor and consultant to the President and perform any other additional duties as assigned by the President.

1. Proposed Amendment: Allow the President to sign off on checks for items that have been approved by the budget.

2. Current bylaw Affected:

- a. **10.2** The Treasurer shall sign all checks within the budget (those that have approved through the budgeting process) and prepare all checks outside the budget (those not approved through the budgeting process) for approval by the President or Vice President-Admin. In the event of the absence of the Treasurer, checks must bear the signature of both the President and Vice President-Admin.

3. If proposed changes approved, by-law will read:

- a. **10.2** All checks within the budget (those that have been approved through the budgeting process) shall be signed by the Treasurer or President. The Treasurer shall prepare all checks outside the budget (those not approved through the budgeting process) for approval by the President or Vice President-Admin. In the event of the absence of the Treasurer, checks

outside the budget shall be prepared by the Vice President-Admin and signed by the President.