

**Articles of Incorporation  
Kutztown Youth Athletic Association, Inc.  
Kutztown, Pennsylvania 19530**

**Article I. Name**

The name of this organization shall be known as the Kutztown Youth Athletic Association, Inc..

**Article II. Purpose**

The purposes of the Kutztown Youth Athletic Association are to encourage, promote, and develop sport programs and teach the principles of good sportsmanship to the youth of the Kutztown Area School District.

**Article III. Membership**

The requirements for membership shall be as follows:

- III.1 sixteen (16) years of age or older
- III.2 recommended by a member in good standing
- III.3 payment of required dues
- III.4 approval of Board of Directors at any scheduled meeting.

**Article IV. Board of Directors**

All decisions of this organization will be made by a majority vote of the Board of Directors.

- IV.1 The Board of Directors shall consist of the following: President, Vice President, Treasurer, and six Trustees. *(Amended January 1990)*
- IV.2 Any member in good standing is eligible for election to the Board of Directors provided he/she is 18 years of age or older.
- IV.3 The Board of Directors shall appoint a Recording Secretary who shall be a member in good standing. The Recording Secretary shall not be considered a voting member of the Board of Directors unless he/she completes the quorum of five Directors required to conduct business at any regularly scheduled Membership meeting.
- IV.4 No member shall be allowed to hold more than one office.

**Article V. Duties & Responsibilities of the Board of Directors**

- V.1 President. The President shall preside at all regularly scheduled meetings and special meetings of the Board of Directors. He/she shall perform all duties incident to his/her office and advise such action as may be deemed necessary by him/her for the betterment of the organization. The President shall appoint all committee chairpersons and is an ex-officio member of all committees.
- V.2 Vice President. The Vice President shall preside at all meetings in the absence of the President and shall assume all of his/her duties.
- V.3 Treasurer. The Treasurer shall be responsible for the deposit of all moneys of the organization in a bank designated by the Board of Directors. He/she shall co-sign, with the President or Vice President, all checks for the payment of bills which have been approved by the Board of Directors. The Treasurer shall be present at each meeting and present a current financial report. He/she shall be bonded by a sum as the Board of Directors shall designate.
- V.4 Recording Secretary. It shall be the duty of the Recording Secretary to keep a true record of all meetings and to file all reports of the officers, committees, official documents, and communications.
- V.5 Six Trustees - The duties of the Trustees are to assume the chairmanship of all committees appointed by the President. *(Amended January 1990)*
- V.6 Any Board Member who neglects his/her duties and responsibilities shall be removed from office by a majority vote of the remaining Board of Directors.
- V.7 Any Board Member who shall be absent from three (3) consecutive meetings unless due to illness or reasons acceptable to the Board of Directors shall be removed from office.

**Article VI. Meetings**

- VI.1 Regular scheduled meetings shall be held on the second and fourth Wednesday of each month.
- VI.2 All meetings shall be open to members in good standing.
- VI.3 Special meetings may be held whenever deemed necessary upon notification of all Board Members.

VI.4 Five (5) Board Members shall constitute a quorum to hold either a regular or a special meeting.

#### **Article VII. Elections**

- VII.1 The election of officers and Board Members shall be held at the second meeting in October.
- VII.2 The President shall appoint a nominating committee thirty days prior to the second meeting in October. This nominating committee shall consist of two members of the Board of Directors and one member at large from the membership. Additional nominations may be made from the floor on election night.
- VII.3 A person may be eligible for reelection.
- VII.4 All members in good standing shall be eligible to vote.
- VII.5 All voting shall be by secret ballot and the nominees having the higher number of votes shall be declared elected.
- VII.6 The election of the Board of Directors shall be a three (3) year term.

#### **Article VIII. Disbursement**

- VIII.1 Budget
  - 1a. The Treasurer shall compile an estimated Budget of Expenditures and Revenues prior to each new fiscal year. The budget shall be presented to the Board of Directors prior to the Annual Meeting.
  - 1b. The Board of Directors shall approve or amend the budget prior to disbursement of funds.
  - 1c. All committee chairpersons shall be responsible for maintaining expenditures at or below budget in their respective area of concern. A significant effort should be made to follow the approved budget expenditures and revenues.
  - 1d. Any disbursement of funds in excess of \$100 not covered in the approved Budget must be approved by 2/3 vote of the Board of Directors.
- VIII.2 No committee or Board Member shall be allowed to submit any order or make any expenditure for any equipment, material, or service without the approval of the Board of Directors.
- VIII.3 No less than three (3) requests for estimates shall be received with an attempt made to stay with local establishments. The Board of Directors will reserve the right to award any bids to the party according to the cost and quality or service in the past. The Board of Directors also reserves the right to reject any or all bids.
- VIII.4 There shall be no donations of this organization's funds.

#### **Article IX. Amendments**

- IX.1 These articles may be amended by the Board of Directors and the members at large providing notice has been given ten (10) days prior to the meeting.
- IX.2 All articles or resolutions conflicting with these present articles are hereby repealed and declared null and void.
- IX.3 All membership must receive copies of the proposed article changes prior to the stated meeting.

#### **Article X. Dedication/Dissolution**

- X.1 The property of this organization is irrevocably dedicated to charitable and nonprofit purposes. No part of the net income or assets of this organization shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private persons.

Upon dissolution of the corporation, after paying or making provision for the payment of all of the liabilities of the corporation, all remaining assets shall be distributed by the Board of Directors for one or more exempt purposes within the meaning of Section 501c(3) of the Internal Revenue Code, i.e. charitable or educational, or corresponding section of any future Federal tax code, or shall be distributed by the Court of Common Pleas of Berks County, Pennsylvania, exclusively for such public purposes as said Court shall determine. *(Amended May 25, 2005)*

Joshua Werst, President

Jason Garcia, Secretary

Last Amended: July 23, 2025