



BYLAWS OF *CHIPPEWA VALLEY RAPTORS INC.*



ARTICLE I

Name and Purpose

Section 1. Name: The name of the nonprofit corporation is **Chippewa Valley Raptors Inc.** (“CV Raptors”, “CVR”, “Raptors”). The registered office of the corporation is 115 Grey Friar Lane, Eau Claire, WI 54701 or such other place as the Executive Board of Directors may designate from time to time hereafter.

Section 2. Purpose: Chippewa Valley Raptors Inc. is organized exclusively for charitable, religious, educational and scientific purposes exclusively for such purposes the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue code or corresponding section of any future Federal Tax code. The corporation is organized in accordance with the Wisconsin Annotated Code, Chapter 181, as amended. This corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax. The corporation shall not endorse, contribute to, work for, or otherwise support (or oppose) a candidate for public office. The corporation is organized exclusively for charitable purposes subsequent to section 501 (c)(3) of the Internal Revenue Code. The purpose of the corporation is:

- a. To identify and select athletes with ability and potential for success in a more competitive level of play and emphasizes continued development of recreational players in knowledge and skill.
- b. Create in our athletes a sense of sportsmanship, respect and teamwork (for both our teammates and opponents), to promote social, emotional, and physical development, along with assisting the participants in building self-confidence, self-esteem, and self-discipline that will extend far beyond the diamond into their daily lives.
- c. To promote, organize and support these athlete’s development and preparation for and during, national and international competition.
- d. To engage in any other lawful activity which may hereafter be authorized from time to time by the Executive Board of Directors, provided, however that the purposes for which the corporation is formed shall at all time be consistent with Section 501(c)(3) of the Internal Revenue Code, as it now exists or as hereafter amended.

Section 3. Earnings: The Corporation has not been formed for the making of any profit or personal financial gain. The assets and income of the Corporation shall not be distributable to, or benefit the trustees, directors, or officers or other individuals. The assets and income shall only be used to promote corporate purposes as described below. Nothing contained herein, however, shall be deemed to prohibit the payment of reasonable reimbursement for related expenses incurred on behalf of Chippewa Valley Raptors Inc. or compensation to employees and Independent contractors for services provided for the benefit of the corporation consistent with Section 501(c)(3) of the Internal Revenue Code, as it now exists or as hereafter amended. All funds assessed, donated or raised from any source will be placed in a common treasury under the control of a duly authorized treasurer. No funds shall be expended by the treasurer, except those required to finance league activities, programs or projects.

Section 4. Membership: The corporation known as Chippewa Valley Raptors Inc. is a non-member corporation. As a voluntary corporation, no person can own equity in Chippewa Valley Raptors Inc.

ARTICLE II

Participation

Section 1. Teams: Chippewa Valley Raptors Inc. will attempt to field teams at the 8U through 18U levels. Team levels along with the number of teams at each level can vary year by year due to eligibility, interest, any unforeseen circumstance and/or at the discretion of the Executive Board of Directors. Team Placement/Selection guidelines are:

- a. Every effort is made to place every registered and committed player on a fielded team.
- b. Teams shall be made up of at least 10 players but will be no more than 13 players unless approved by the Executive and General Board of Directors.
- c. Teams shall be formed with returning players first. If additional players are needed to complete a team’s roster, public tryouts will be held. If needed, public tryouts will take place between July 1st and April 30th of the current travel ball

season. The time and place of public tryouts will be determined by the Executive and General Board of Directors and will be communicated by internet or other electronic communications technology that effectively informs potential players of the event.

- d. Returning Players must attend tryouts held either privately or during the public tryout. Returning player tryouts are to determine improved skill level along with the ability to move to a higher age group. Returning players are also required to attend the public tryouts if needed and/or take place separately.
- e. All non-returning potential players must participate in the tryout process to be selected for a position on a team. Approved Exceptions (illness/injury) will only be granted if notification is made to Chippewa Valley Raptors Inc. prior to the scheduled tryout date or if approved by the Executive and General Board of Directors.
- f. Any player whose continued participation is deemed detrimental to the welfare of the Chippewa Valley Raptors Inc. or any of the team therein may be removed from the team and/or program for the season upon a majority vote of the Executive Board of Directors. To remove a player, a written complaint must be presented to the Executive Board. The complaint will be reviewed and investigated by officers. If sufficient justification exists, a hearing before the full Executive and General Board will be held. A vote of two-thirds is required for the dismissal of a player.

Section 2. Registration: Participants must register prior to the start of each season during the published dates as established by the Chippewa Valley Raptors Inc. Executive Board. Any person who registers under an assumed name or gives an incorrect age will become ineligible and will be suspended for the remainder of the current travel ball season.

Section 3. Fees: Program Fees will be established annually and are required to be paid at registration. Fees cover the cost of participation including but not limited to tournament and/or entry fees, tryouts, and administrative expenses. Fees will not be used to cover/subsidize travel expenses incurred by teams during regular or postseason play unless approved by the Executive Board of Directors. Additional fees for other events (additional tournaments, nationals, training sessions, etc.) may be incurred depending on the situation of each team and the discretion of the Executive and General Board. No refunds will be allowed once teams have been established. Refunds will only be made to players not placed on a team. Special exceptions may be made with approval by the Chippewa Valley Raptors Inc. Executive Board of Directors for players that are injured or move out of the area prior to or during the travel ball season. In certain circumstances and at the discretion of the Executive Board, Program Fees may be put into a payment plan and/or adjusted based on the participants financial needs. All Chippewa Valley Raptors Inc. players are required to purchase their own:

- a. Batting helmet with approved face guard and chin strap. (Batting Helmets may be supplied depending on current cash surplus and Executive Board approval. Players should discuss this with their coach prior to purchasing a new helmet.)
- b. Fielding Glove (properly sized for the age classification player is in)
- c. Bat(s)
- d. Cleats
- e. Defensive face mask

Section 4. Age Qualifications: Teams will be established in 6 age classifications: 8U, 10U, 12U, 14U, 16U, and 18U. A player of a younger age classification may play in an older team classification, but the player of an older classification may not play in a younger classification, as per League, State and National rules. All player movements must have written justification presented to the Executive and General Board. The movement will be reviewed, and a vote will be taken. A simple majority vote is required for the player movement. Player age classifications are:

- 8 and Under(8U): Players qualify for 8 and Under if they are 8 years old or younger as of January 1st of the current tournament year.
- 10 and Under(10U): Players qualify for 10 and Under if they are 10 years old or younger as of January 1st of the current tournament year.
- 12 and Under(12U): Players qualify for 12 and Under if they are 12 years old or younger as of January 1st of the current tournament year.
- 14 and Under(14U): Players qualify for 14 and Under if they are 14 years old or younger as of January 1st of the current tournament year.
- 16 and Under(16U): Players qualify for 16 and Under if they are 16 years old or younger as of January 1st of the current tournament year.
- 18 and Under(18U): Players qualify for 18 and Under if they are 18 years old or younger as of January 1st of the current tournament year.

Section 5. Coaches: The coaches for all teams at each level shall be selected as follows:

- a. A person wishing to coach shall notify his intent either in writing or by email and submit such intent to any Executive or General Board member before the commencement of Team Placement/tryouts.
- b. The Chippewa Valley Raptors Inc. Executive and General Board shall select from available candidates the ones with the most knowledge of the game, overall experience including but not limited to recreational coach, high school coach, and/or previous college experience and positive attitude. Care will be taken to ensure that there is no conflict of interest during the coach's selection for a particular age group.
- c. All provisional coaches are expected to attend tryouts (if needed) to familiarize themselves with the players if able.
- d. Head Coaches can nominate their own assistants at the discretion of the Executive Board of Directors. To nominate an assistant coach a request must be made to President or Vice-President. The President and Vice-President must agree to bring the nomination forward after a background check is complete. The Executive Board may choose to interview the nomination prior to naming him/her as an assistant coach.
- e. Head Coaches will be responsible to make sure each team has a team parent to communicate pertinent information and help with travel arrangements. Communication is to be by means of the internet or other electronic communications technology in a manner pursuant to which everybody involved was the opportunity to read or hear the communication.
- f. Any coach whose continued participation is deemed detrimental to the welfare of the association may be removed from the team upon a majority vote of the Chippewa Valley Raptors Inc. Executive Board of Directors. To remove a coach, a written complaint must be presented to the Executive Board. The complaint will be reviewed and investigated by the Executive Directors. If sufficient justification exists, a hearing before the Executive and General Board will be held and the vote will commence.
- g. Upon majority approval of the Chippewa Valley Raptors Executive Board of Directors the Executive Board reserves the right to appoint and removed coaches for any reason and at any time.
- e. Chippewa Valley Raptors Inc. is a voluntary corporation and consequently coaching positions are also voluntary in nature. The Executive Board does reserve the right to compensate coaches for services provided for the benefit of the corporation consistent with Section 501(c)(3) of the Internal Revenue Code, as it now exists or as hereafter amended.
- h. Only approved Chippewa Valley Raptors Inc. shirts can be worn by coaches during official games. Shirts will be designed and curated by the Chippewa Valley Raptors Executive Board. Coaches are required to purchase shirts at team cost. The Executive Board does reserve the right to give coaches shirts for services provided consistent with Section 501(c)(3) of the Internal Revenue Code, as it now exists or as hereafter amended and providing it is within budget and passes a simple majority vote of the Executive Board.

Section 6. Other Requirements: Because of the limited number of participants allowed and the evaluation process establishing that number, it is required that every participant and their parents or guardians commit to the practices, games, and tournaments their team will participate in over the course of the season. Please be aware of the team's potential tournament dates with committing to play on a given team, as the absence of players can jeopardize the entire team's opportunity to compete in the most important tournaments of the year. All participants (parent/guardian, player, coach) are required to review and adhere to the following:

- a. Outside of the player there are three positions that you can choose...Official, Coach or Spectator. You must pick one and let the others do their job.
- b. All Coaches, Parents, and Players must read and follow the Coaches, Parent, and Player Information and Guidelines (Appendix A, B, and C) of these bylaws.
- c. Traveling fastpitch softball requires a significant time commitment from players, coaches, and parents throughout the season. Every player is important to her team and is expected to attend all practices and tournaments. Unexcused absences may result in a reduction of playing time.
- d. The Chippewas Valley Raptors Inc. coaches will try to work with each participant individually on participation in other sports throughout the season. Practice is where team commodore and synchronization happen. We expect that each participant participates in a minimum of 90% of practices. Failure to do so may result in a reduction of player time. Exceptions will be granted for school, religious and important family events (e.g. graduation, funeral or wedding).
- e. Only approved Chippewa Valley Raptor Inc. uniforms can be worn by players during official games. Uniforms will be designated and curated by the Chippewa Valley Raptor Inc. Executive Board. Participants are required to wear the complete uniform which includes:
 - a. Approved Jersey
 - b. Approved Softball Pants
 - c. Approved Socks
 - d. Approved Belt

- e. Approved Headband and/or Visor
- f. Prior to Team Placement ALL players and parents must read and sign the following documents (found on website):
 - a. CVR Player/Parent/Coach Commitment Agreement for the specified tournament year.
 - b. CVR Consent for treatment and liability release.
 - c. CVR Concussion Agreement.

ARTICLE III

Executive Board of Directors

Section 1. Purpose and Composition. The purpose of the Chippewa Valley Raptors Inc. Executive Board of Directors is to govern the affairs of the corporation. The Executive Board has complete and final decision-making power for ALL Chippewa Valley Raptors Inc. affairs and decisions. The Executive Board may meet at any time without notification to the General Board of Directors. This body may make executive decisions in the best interest of the league and its members on actions that need to be taken when there is insufficient time prior to a regularly scheduled board meeting without the consent of the General Board of Directors. The Executive Board of Directors is authorized to conduct a vote via email on any item which requires a vote by the Executive Board when the matter is time sensitive and when there is insufficient time prior to the next regularly scheduled board meeting. The Executive Board along with the General Board are the only individuals eligible to a vote. The Executive Board of Directors is composed of at least 4 but no more than 6 directors listed below:

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer
- e. One or two Executive Board Advisors (optional)

Executive Board members are volunteers and shall receive no compensation or favoritism for their participation on the Executive Board. Executive Board members must pay registration fees for their daughters the same as any other member of the corporation. Executive Board members are prohibited from doing business at a profit or for more than others may provide the service with the corporation to avoid any appearance of a conflict of interest. Services performed at cost, a reduced cost or free will be accepted with Executive Board approval. Bids may be secured to assure the cost is reasonable, fair, and equitable. At the discretion of the Executive Board, a small gift at the end of the year may be purchased on behalf of the corporation to show appreciation for the volunteer's service.

Section 2. Election and Term of Office. Executive Board Directors shall be appointed or elected by the Executive Board and shall serve until resignation or removal from office. A vacancy in an Executive Board position will be filled by the Executive Board with majority approval.

Section 3. Removal / Vacancies. Removal of an Executive Board Director may be accomplished by vote of the General Board of Directors along with approval from two other Executive Board members. The General Board of directors may vote to remove an Executive Director at any time for inactivity or behavior which is considered detrimental to the organization. A meeting to consider the removal must be called. Notice of the meeting shall state that the issue of possible removal of the Executive Director will be on the agenda. The director shall have the right to present evidence at the meeting as to why he or she should not be removed. At the meeting, the organization shall consider possible arrangements for resolving the problems that are in the mutual interest of the corporation and the director. An Executive Board Director may be removed by affirmative vote of two-thirds of the General Board of Directors and one-half of the Executive Board of Directors.

Section 4. Overall Duties: Overall Duties of the Executive Board of Directors are:

- a. To set goals or limits and determine the focus of the corporation in pursuit of stated purposes and objective, ensuring compliance with provisions of IRS codes and laws governing tax exempt corporations under Section 501(c)(3).
- b. To establish corporation policies procedures and rules regarding, but not limited to, fiscal, personnel, and grievance matters.
- c. Coordinate activities of the corporation in all areas including, but not limited to, purchasing, practice fields and facilities, fundraising, sponsorship, travel and advertising.
- d. To appoint the General Board of Directors
- e. To approve or deny nominations or recommendations from the General Board of Directors
- f. To approve new competition levels, new teams and appoint new coaches.
- g. To keep organized records and prepare and submit required reports
- h. To arbitrate disputes and hear and rule on grievances and determine action to be taken including the length or term of any suspension or disqualification.

- i. To determine what issues are to be submitted to the General Board of Directors for vote or decision.
- j. To formulate agenda for meeting
- k. To write bylaws including amendments and restatements.
- l. To enlist outside services (attorney, CPA, etc.) when necessary.
- m. To review team fund-raising and sponsorship activities for compliance with regulations governing fundraising for charitable corporations and for appropriateness and consistency regarding the purpose and operation of this corporation, and to approve or deny such team fund-raising activities.
- n. Authorize any directors of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of Chippewa Valley Raptors Inc. Such Authority may be general or confined to specific instances.

Section 5. Individual Duties: Individual Duties of the Executive Board of Director are:

- a. The President Shall...
 - i. Oversee, with the Vice President all of the business and affairs of the organization.
 - ii. Call meetings and preside at all regular and special meetings of the general board of directors and executive board of directors.
 - iii. Have authority to make a motion at all board meetings.
 - iv. Perform other duties prescribed by the executive board of directors and all duties incident to the office of the president.
 - v. Responsible for reviewing and bidding on tournaments, field time and practices.
- b. The Vice President Shall...
 - i. Assume the duties of the president in case of absence.
 - ii. Oversee, with the President all of the business and affairs of the organization.
 - iii. Act as chairman of the grievance committee.
 - iv. Sign organization general fund checks.
 - v. Perform other duties as assigned by the president or executive board of directors.
- c. The Secretary Shall...
 - i. Keep minutes of all board meetings.
 - ii. Keep all records regarding the business of the corporation including a master list of names and addresses of General Board Members, coaches, assistant coaches, managers and participants, a master list defining which persons have responsibilities for all assigned duties, documentation and analysis of all fundraising activities, documentation of all grievance and dispute matters, documentation of all written policies set by the organization and all other records appropriate to and required by codes and laws regarding nonprofit, tax exempt corporations.
 - iii. Prepare correspondence as requested and approved.
 - iv. Maintain insurance records and submit paperwork for insurance coverage each year.
 - v. Perform all the duties incident to the office of secretary.
- d. The Treasurer Shall...
 - i. Oversee all financial matters of the corporation.
 - ii. Receive all monies for the corporation and deposit same in the name of Chippewa Valley Raptors Inc. in a bank approved by the Executive Board.
 - iii. Maintain a ledger for the organization general fund account.
 - iv. Prepare a yearly budget for the corporation and individual teams.
 - v. Keep receipts and invoices for expenditures and income for the organization general fund account.
 - vi. Have final vote on expenditures that will push the corporation over planned budget.
 - vii. Receive accounting reports and annual budgets from teams and maintain a comprehensive accounting and annual budget for the organization.
 - viii. Prepare required reports for submission to the Secretary of State and Internal Revenue Service.
 - ix. Report to the Executive Board of Directors if there is a need to enlist in outside services.
 - x. Audit all spending to ensure proper authorization and reporting.
 - xi. Perform all the duties incident to the office of treasurer.
- e. The Executive Board Advisor(s) Shall...
 - i. Attend all Board Meetings
 - ii. Act as advisor to corporation teams and participants
 - iii. Perform other duties as prescribed by the president and/or the Executive Board of Directors

ARTICLE III

General Board of Directors

Section 1. Purpose and Composition. The purpose of the Chippewa Valley Raptors Inc. General Board of Directors is to help the Executive Board of Directors operate the corporation, to enforce all policies and procedures as established in the bylaws and assist in managing the business affairs of the corporation. Each member of the General Board of Directors shall have one vote in matters decided by the General Board, even if serving in more than one position. Voting on routine business may be completed by a show of hands or voice vote. By request from the floor, votes may be polled individually and recorded. A motion shall be passed by majority vote. At least one Executive Board Member must be present for all motions requiring a vote. The Executive Board along with the General Board are the only individuals eligible to a vote. The General Board of Directors is composed of at least 4 but no more than 12 directors and may include the titles below:

- a. League Pitching Coach
- b. 8U Head Coach
- c. 10U Head Coach
- d. 12 U Head Coach
- e. 14U Head Coach
- f. 16U Head Coach
- g. 18U Head Coach
- h. Technical Specialist/Webmaster
- i. Tournament Coordinator
- j. 1-3 At-Large Members

General Board members are volunteers and shall receive no compensation or favoritism for their participation on the General Board. General Board members must pay registration fees for their daughters the same as any other member of the corporation. General Board members are prohibited from doing business at a profit or for more than others may provide the service with the corporation to avoid any appearance of a conflict of interest. Services performed at cost, a reduced cost or free will be accepted with Executive Board approval. Bids may be secured to assure the cost is reasonable, fair, and equitable. At the discretion of the Executive Board, a small gift at the end of the year may be purchased on behalf of the corporation to show appreciation for the volunteer's service.

Section 2. Election and Term of Office. The General Board of Directors shall be Appointed at the annual meeting by the Executive Board. Each General Director shall serve a term of 1 year (November 1st – October 31st of the following year), or until a successor has been elected and qualified. In the case of vacancy of one of the Chippewa Valley Raptors Inc. General Board of Directors positions, the remaining board members shall elect, by majority, a person to fill the position for the remainder of that term. All persons interested in filling a vacant board position will meet with the Chippewa Valley Raptors Executive Board prior to selection and appointment. The Executive Board will discuss the candidate and send them a letter after the meeting to inform them of the decision.

Section 3. Removal / Vacancies. Removal of a General Board Director may be accomplished by vote of the General Board of Directors along with approval from two other Executive Board members. The General Board of directors may vote to remove a General Board Director at any time for inactivity or behavior which is considered detrimental to the organization. A meeting to consider the removal must be called. Notice of the meeting shall state that the issue of possible removal of the General Director will be on the agenda. The director shall have the right to present evident at the meeting as to why he or she should not be removed. At the meeting, the organization shall consider possible arrangements for resolving the problems that are in the mutual interest of the corporation and the director. A General Board Director may be removed by affirmative vote of two-thirds of the General Board of Directors and one-half of the Executive Board of Directors. Chippewa Valley Raptors Inc. Executive Board of Directors reserves the right to remove a General Board Member for any reason at any time.

Section 4. Overall Duties: Overall Duties of the General Board of Directors are:

- a. Accept on behalf of the corporation any contribution, gift, bequest for the general purposes or for any special purpose of the corporation.
- b. To assist the Executive Board in establishing corporation policies procedures and rules regarding, but not limited to, fiscal, personnel, and grievance matters within their jurisdiction.
- c. Coordinate activities for their specific jurisdiction, but not limited to, purchasing, practice fields and facilities, fundraising, sponsorship, travel and advertising.
- d. To assist in the search and recommend placement of assistants within their areas.
- e. To keep organized records and prepare and submit required reports.
- f. To research disputes and mediate grievances for submission to the Executive Board of Directors

- g. To determine what issues are to be submitted to the Executive Board of Directors for vote or decision.
- h. To monitor team fund-raising and sponsorship activities.

Section 5. Individual Duties: Individual Duties of the General Board of Director are:

- a. Coaches Shall...
 - i. Serve on the General Board of Directors and attend meetings.
 - ii. Coordinate Team Business as required by the corporation.
 - iii. Appoint assistant coaches.
 - iv. Keep current with rules of competition and abide by all rules
 - v. Conduct try-outs to identify and select participants with potential for success in competitive level.
 - vi. Lead the team in competition.
 - vii. Maintain Order on the playing field at all times during practices and games including control of parents and spectators.
 - viii. Determine and uphold team discipline policy.
 - ix. Notify the Executive and General board of any grievance.
 - x. Display sportsman like conduct at all times.
 - xi. Participate in other business of the corporation as requested by the Executive Board of Directors.
- b. The Technical Specialist/Webmaster Shall...
 - a. Maintains database(s) with information regarding players, tryouts, coaches, and teams to support Chippewa Valley Raptors Inc. requirements.
 - b. Assists with signups to ensure the efficient collection of database information on players and volunteers
 - c. Maintains the corporation's website(s) and Fan Gear ordering pages.
 - d. All other technical duties deemed necessary by the Executive Board of Directors.
- c. The Tournament Coordinator...
 - a. Schedule tournament participation for all Chippewa Valley Raptors Inc. teams.
 - b. Manages team accommodation reservations for away tournaments.
 - c. Help participants and their families with travel arrangements pertaining to attended tournaments by answering questions and being a SME on the area's respective teams are visiting.
 - d. Assign duties to individual team parent helpers as needed.
- d. At Large Members...
 - a. Adhere to duties of the General Board of Directors.
 - b. Complete tasks assigned by the Executive and General Board Directors.

ARTICLE V

Meetings

Section 1. Annual Meeting: An annual meeting shall be announced by the Executive Board of Directors and held once each calendar year for the purpose of electing Executive Board Directors, appointing General Board Directors, and for the transaction of such other business as may properly come before the meeting. The annual meeting shall be held at the time and place designated by the Executive Board of Directors from time to time.

Section 2. Monthly Meeting: The General Board of Directors shall hold monthly meetings on the third Sunday of each month, unless stated in the previous meeting minutes. Meeting times shall be determined by the General Board and at an agreeable location. Meeting dates and times may be changed, or meetings may be cancelled by giving notice to all Executive and General Board members at least tow days before the scheduled meeting. All Executive and General Board Directors shall attend the Monthly meeting. Assistants may attend but have no vote.

Section 3. Quarterly Meeting: A quarterly meeting shall be announced by the Executive Board of Directors and held once each quarter for the purpose of communication. All Executive and General Board Directors are expected to attend the quarterly meeting. The quarterly meeting will be open to the participants of Chippewa Valley Raptors Inc. and their respective families. The agenda set forth in this meeting will be determined by the Executive Board of Directors with any additional items being added by the General Board. The quarterly meeting is intended to be an information sharing session to keep everybody abreast of what's happening within Chippewa Valley Raptors Inc. There will be ample time allotted for questions and answers at the end of each meeting.

Section 4. Special Meetings. Special meetings maybe be requested by any Executive or General Board Director. A special meeting is not required to be held at a geographic location if the meeting is held by means of the internet or other electronic communications technology in a manner pursuant to which the members have the opportunity to read or hear the proceedings substantially concurrent with the occurrence of the proceedings, note on matters submitted to the board, pose questions, and make comments.

Section 3. Notice. Written notice of all meetings shall be provided under this section or as otherwise required by law. The Notice shall state the place, date, and hour of meeting, and if for a special meeting, the purpose of the meeting. Such notice shall be emailed to all Executive and General Board Directors along with any other meeting attendees of record at the email address shown on the corporate books, at least 5 days prior to the meeting.

Section 4. Place of Meeting. Meetings shall be held at the corporation's principal place of business unless otherwise stated in the notice. Unless the articles of incorporation or bylaws provide otherwise, the Executive Board of Directors may permit any or all General Board Directors to participate in a regular or special meeting, or conduct the meeting through the use of, any means of communication by which all directors participating may simultaneously hear each other during this meeting. A director participating in a meeting by this means shall be deemed to be present in person at the meeting.

Section 5. Quorum. A majority of the Executive Directors and at least 50% of the General Directors shall constitute at quorum at a meeting. In the absence of a quorum, a majority of the Executive and General Directors may adjourn the meeting to another time without further notice. If a quorum is represented at an adjourned meeting, any business may be transacted that might have been transacted at the meeting as originally scheduled. The Executive and General Directors present at a meeting represented by a quorum may continue to transact business until adjournment, even if the withdrawal of some directors' results in representation of less than a quorum.

ARTICLE VI

Grievances

Section 1. Grievances: All grievances received will be investigated and documented. Prior to any action being taken on a grievance Chippewa Valley Raptors Inc. requires a 24 hour cool down period starting from the moment the altercation took place. Travel Softball is a competitive sport and the corporation understands that there are at time, calls that you don't agree with. We require the 24-hour cool down period to give everybody involved time to cool down prior to documenting the grievance. Chippewa Valley Raptors Inc. requires the following procedure for addressing grievances after the 24-hour period:

- a. The person lodging a complaint is required to first address it with the coach of the team. If a coach or parent is unable to resolve the situation, the coach or parent must notify an Executive Board Director.
- b. The Chippewa Valley Raptors Executive Board of Directors is then asked to "rule" on the matter or help resolve the dispute with an Executive Director overseeing.
- c. If the Executive Board would require additional help to resolve the matter, the Board will refer all factual information to the General Board of Directors.
- d. Any grievances NOT adhering to the above chain of events will automatically be referred to it.

ARTICLE VII

Special Purpose Fund-Raising

Section 1. Special Purpose Fund-Raising: It is recognized by the Chippewa Valley Raptors Inc. that travel ball teams, may need to engage in fund-raising activities. Fund-raising activities shall be done only to support the teams' participation in tournaments including tournament fees, travel costs, meals and lodging, to purchase additional uniforms and purchase trophies or team awards or party. Activities shall be done in the name of the corporation and shall not compete with the fund-raising activities of the full corporation. All fund-raising activities shall be in good taste, reflect positively on the girls and Chippewa Valley Raptors Inc., and provide a healthy, growth-oriented opportunity to the participants. Teams that raise funds shall report to the Treasurer for the deposit of funds and the dispensing of all funds shall be done by check so as to provide for an accounting of all expenses. Any balance of funds at the end of the team's season shall be returned to the team members, spent for the benefit of the team, or donated in the name of the team to the corporation for the purchase of equipment, or other activities to benefit the corporation's participants.

ARTICLE VIII

Amendments to Bylaws

Section 1. Amendments: The Bylaws may be amended at any regular meeting of the Executive and General Board of Directors by a Simple majority vote from the Executive Board. The text of the proposed change shall be distributed to all board members at least ten (10) days before the meeting.

ARTICLE IV

Dissolution

Section 1. Dissolution: The organization may be dissolved only with authorization of its Executive Board of Directors given at a special meeting called for that purpose, and with the subsequent approval by no less than two-thirds (2/3) vote of the Executive Directors. Along with a two-thirds (2/3) vote of the General Directors. In the event of the dissolution of the organization, the assets shall be applied and distributed as follows:

- a. All liabilities and obligations shall be paid, satisfied and discharged, or adequate provision shall be made therefore.
- b. Assets not held upon a condition requiring return, transfer, or conveyance to any other organization or individual shall be distributed, transferred, or conveyed, in trust or otherwise, to charitable and educational organization, organized under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, of a similar or like nature to this organization, as determined by the Board of Directors.

APPENDIX A

Coaches Information and Guidelines

Coaches' Responsibilities include:

- Comply with and enforce all Chippewa Valley Raptors Inc. rules policies.
- Know all and comply with all league and tournament rules.
- Treat all players in an equitable and fair manner.
- Demonstrate good sportsmanship, self-control, and proper behavior.
- Ensure the good sportsmanship and proper behavior of team players, assistant coaches, parents, and spectators.
- Attend all league meetings and functions.
- Arrange to have an alternate attend any required functions (e.g., coaches' meetings, etc.) that he/she is unable to attend.
- Assure that all players receive appropriate playing time.
- Teach the players to have fun and enjoy competition.
- Help the players to develop a healthy, competitive attitude toward winning and losing.
- Assess individual player's strengths and weaknesses and create a developmental plan to help each player improve in the areas of concern.
- Encourage and compliment players; use only constructive criticism.
- Care for the equipment that is issued to them. If any equipment is lost or damaged, coaches should report the problem to the Executive Board of Directors. Return all issued league equipment in good, clean condition.
- Attend any coaches' clinic arranged by the Chippewa Valley Raptors Inc.
- Participate in team photographs.
- Schedule field time for practices.
- Recruit parent volunteers as necessary.

Coaches' Rights include:

- To be treated with respect by players, parents, volunteers, umpires, league, officials, and the Chippewa Valley Raptors Inc. Executive and General Board of Directors.
- To be made fully aware of the rules and policies under which they must function.
- To have access to necessary safety equipment and practice fields.
- To expect full cooperation from parents when they are asked to assist.

APPENDIX B

Parents Information and Guidelines

Chippewa Valley Raptors Inc. asks all traveling program parents and players to respect the competitive environment of traveling softball by adhering to the following two rules:

1. During all games, parents are asked to respect the bench area as the coaches' and players' domain. Unless there is an emergency, parents should never enter the bench area without permission from one of the team coaches.
2. During all games, players are asked NOT to leave the bench area to visit with friends or family. In the event of a special circumstance or emergency, make the coach aware of the situation first. Your child's participation in the Chippewa Valley Raptors Inc. travel ball program will require a significant contribution of your time and effort.

Parents can contribute many things to support their child, team, and the program. Parents' Responsibilities include:

- Let your child know you love her, win or lose, whether she plays well or not.
- Compliment and encourage. Let the coaches handle coaching and criticism. Coordinate your efforts to help your child's development with the recommendations of the coaches.
- Support your coaches. Remember that they are responsible for many children in addition to yours.
- Don't compare your child to other players. Be honest with yourself and your child about her abilities.
- Treat each player on the team as you would your own.
- Keep negative comments to yourself. Express concerns only to the coach and in a straightforward, fair, and objective manner.
- Teach your child to have fun and enjoy competition. Don't tell her that winning does not count because it does, and she knows it. Instead, help her to develop a healthy competitive attitude toward winning and losing.
- Demonstrate good sportsmanship and proper behavior. Don't criticize officials, coaches, or other parents or players.
- Ensure the good sportsmanship and proper behavior of your child and your guests.
- Get your child to, and pick them up from, practices and games on time.
- Inform the coach in advance whenever your child will miss or be late for a practice or a game.
- Provide a copy of your child's birth certificate to the head coach at the first parent/coach pre-season meeting or practice.
- Volunteer your time and talents to ensure your team's practices, games and tournaments are successful.

Parents' Rights include:

- Have yourself and your child be treated fairly and with respect.
- Have your child practice and play in a safe and healthy environment.
- Have your child coached by effective and qualified adult leadership.
- Have your child engage in practice and playing activities that increase her skills and enjoyment of the sport.
- To be fully informed by the coaches with respect to schedules, team philosophies, team rules, and your child's strengths and weaknesses.
- Have access to timely/appropriate information and/or mediation, with disputes handled by the Executive Board should you be unable to resolve them with a coach.

APPENDIX C

Player Information and Guidelines

Players on a traveling team should take pride in herself, her team, and in her community. She must follow the directions of the coaches and must be willing to accept constructive criticism.

Players' Responsibilities include:

- Have pride and confidence in yourself, your teammates, and your coaches.
- Be attentive and work hard in practice and games. Make your best efforts to perform the tasks as directed by the coaches.
- Be a competitor, perform up to your full ability, and contribute to team unity. Compliment teammates and let the coaches handle criticism.
- Show respect toward your coaches, teammates, and parents.
- Show respect toward opposing players, coaches, umpires, and spectators.
- Keep your (personal and team) equipment clean and in good repair.
- Maintain a responsible attitude toward your health.
- Remember that softball is a game and keep it in perspective with family, school, and/or church activities and responsibilities.
- Demonstrate good sportsmanship and proper behavior.
- Remind your parents that you need to be at practices and games on time.

- Inform the coach whenever you will miss or be late for a practice or a game.
- Remember to bring all your equipment and water bottle to all games and practices.
- Pick up your trash and dispose of it in trash containers after each game or practice.

Players' Rights include:

- To participate at a level that matches your maturity and ability.
- To play as a child, not as an adult.
- To participate in a safe, healthy environment.
- To be treated fairly, with dignity, and with respect.
- To have fun in sports.
- To have an equal opportunity to develop your abilities and strive for success.
- To have good coaching; to be taught the fundamentals and strong character development.

Executive Board of Directors Certification

Douglas Forrest President of Chippewa Valley Raptors Inc., Tara Shilha Vice-President of Chippewa Valley Raptors Inc., Scott Shilha Treasurer of Chippewa Valley Raptors Inc. and Audra Forrest Secretary of Chippewa Valley Raptors Inc. certify that the foregoing true and correct copy of the bylaws of the above-named organization, duly adopted by the initial Executive Board of Directors on March 01, 2019.

Douglas Forrest, President

Tara Shilha, Vice-President

Scott Shilha, Treasurer

Audra Forrest, Secretary