



Grove City Lacrosse Club

Bylaws

Article 1- Name

The name of this organization will be the Grove City Lacrosse Club, hereinafter referred to as "GCLC".

Article 2-Purpose

The purpose of the GCLC will be to:

- Organize, develop and promote the sport of lacrosse for elementary through high school students within the SouthWestern City Schools territory located in Franklin County and northern Pickaway County in Ohio.
- Encourage and model behavior that promotes personal fitness, development and leadership in individuals through their participation in lacrosse.

Article 3- Affiliations

At the discretion of the board, GCLC is affiliated with COYLL, the Central Ohio Youth Lacrosse League, or any successor organization governing youth lacrosse in Central Ohio.

All GCLC Coaches and Players shall be members of U.S. Lacrosse with active paid membership. Executive Board Members and Board Members at Large are not required to be members of US Lacrosse to have voting rights.

GCLC shall abide by COYLL rules related to the establishment of teams and placement of players on such teams.

The Executive Board has the discretion to grant an exception to move an individual player up based upon the needs of the GCLC. Players who play outside of their grade level may be required to complete and submit a waiver.

At the discretion of the board, GCLC may affiliate with other entities or organizations as determined appropriate by the board to further the purpose of GCLC. Such affiliation(s) shall be determined by majority vote of the board of GCLC.

Article 4-Executive Board

Section 1- Purpose of this Board

The purpose of the GCLC Executive Board is to provide organization and leadership for the club, and to manage GCLC business and affairs.

Section 2- Executive Board Meetings

The GCLC Executive Board shall meet on a regular basis at a time and place determined by the President. Club members and others associated with the club may be invited to attend executive board meetings as determined by the needs of the Executive Board.

Section 3- Annual Meetings

An annual meeting open to all club members in good standing shall be held each calendar year. The annual meeting shall take place after the close of the regular season but not later than June 30. The date, time, and location of the annual meeting shall be established by the Executive Board and communicated to club members.

Section 4- Action by Two Thirds Written Consent Without Meeting

Any action required or permitted to be taken by the Executive Board may be executed without a meeting provided two thirds of all voting Executive Board members shall individually or collectively consent in writing to such action.

Such written consent or consents shall be filed with the minutes of the proceedings of the Executive Board. Such action by written consent shall have the same force and effect as a vote of the Executive Board.

Section 5- Executive Board Meeting Quorum

A quorum at the GCLC Executive Board meeting will be 50% of total voting Executive Board members. Each Officer shall be entitled to one vote. The President will only vote in the event of a tie vote.

Section 6- Compensation

The members of the Executive Board shall not receive compensation other than reasonable reimbursement of expenses as approved by the Board.

Section 7- Composition

The Executive Board shall consist of the GCLC President, Vice President, Treasurer and Secretary.

Article 5- Elected and Appointed Officers

Section 1- Term for Elected Officers

All elected Officers will serve a term of two years, for a maximum of one term in a given office.

Further, the President must be elected from persons who have been members of the organization for at least two (2) years.

Section 2-Titles of Elected Officers

The officers of the GCLC are as follows:

- President
- Vice President
- Secretary
- Treasurer
- Member-At-Large

Members at Large and Executive Committee members will also be nominated and elected to dually occupy each of the following roles.

- Equipment & Safety Manager shall be held by the Treasurer
- Commissioner of Girls Lacrosse
- Commissioner of Boys Lacrosse

Section 3- Vacancies

Vacancies in any office shall be filled by appointment by the President with the approval of the Executive Board.

Appointed Officers shall serve until such time as the Annual Meeting of the members takes place, at which time that Office shall be filled by election, in accordance with Article 6 Section 1 of these Bylaws, for a full two-year term. In the event that the Presidency should become vacant, the Vice President will assume the position of President for the balance of the two-year term. If the Vice President declines to accept the position as GCLC Board President, the board shall elect a new President to fill the position. The board may add/restructure positions as needed throughout the year to fill all positions.

Members of the Board of Directors can resign at any time with written notice to the President.

Section 4 –High School Liaison(s)

As we move to incorporate lacrosse at the middle and high school levels, one administrative or athletic representative from any high school or middle school served by the GCLC may be invited to serve as an ex officio member of the Executive Board and shall serve in a non-voting capacity. The High School Liaison shall be selected upon mutual agreement of the respective high school and/or middle school lacrosse program and the President of the GCLC. The term of the High School Liaison shall be determined by the President of the GCLC. They will serve as a conduit to communicate topics of mutual interest and benefit to their respective school lacrosse program and the GCLC.

Article 6- Elections

Section 1- Elections

Upon termination of the initial term of office for board members, all subsequent and succeeding Executive Board members shall be elected by a majority vote of the club members in good standing who are in attendance at the annual meeting. Good standing is defined as all club members who have paid all outstanding registration fees and other balances owed to the club at the time of the annual meeting. Each adult affiliated with GCLC (e.g., parents or legal guardians of players, coaches and officers) are deemed to be members and will have the power of one vote at the annual meeting. Voting will be accomplished by anonymous ballot.

For the purpose of this section and electing officers to the board of GCLC, no family shall have more than one vote in GCLC elections regardless of the number of paid participating players affiliated with GCLC.

Section 2- Nominations of Officers

The Executive Board will prepare a list of willing candidates for the various offices. More than one candidate may be included on the list for any office. Any club member in good standing wishing to be considered for election to an office must contact a member of the Executive Board at least 3 days in advance of the annual meeting to be placed on the list of candidates and to be eligible for election.

Article 7- Duties of members of the Executive Board

Section 1- The President shall:

- Direct and supervise the affairs of the GCLC
- Provide leadership for the Executive Board and club members
- Preside at all annual and Executive meetings, or appoint a designee
- Enforce the Bylaws of GCLC
- Cast the deciding vote on deadlocked issues of the Executive Board
- Represent GCLC to all outside organizations. If the President is not available he or she may appoint a designee to serve in this capacity on ad hoc or ongoing basis
- Present to the Executive Board, for vote and approval by the Executive Board, any motions made by outside organizations where the GCLC has voting rights
- Sign checks for authorized GCLC expenditures. If the President is not available he or she may appoint a designee who is not the elected GLCC Treasurer to fulfill this responsibility

Attend to or assign a response to all correspondence of GCLC

- Perform all duties associated with the capacity of a chief executive officer
- Prepare and distribute all proposed changes to the Bylaws
- Assign other duties as appropriate

Section 2- The Vice President shall:

- Assume the President's duties in the absence of the President
- Perform such other duties as may be assigned by the President or Board
- Oversee scheduling duties and responsibilities
- Be responsible for managing player registration
- Be responsible for submitting all player insurance to US Lacrosse
- Manage player code of conduct acceptance by team members
- Maintain all records of players, coaches, and team registration

Section 3- The Secretary shall:

- Record and maintain minutes of all Executive Board and Annual meetings
- Be custodian of all official records of GCLC
- Perform all duties incident to the office of Secretary or assigned by the President or Executive Board.

Section 4- The Treasurer shall:

- Have care and custody of all monies and financial records of GCLC
- Receive all monies paid to GCLC and deposit such monies in a designated bank
- Present all bills or claims against GCLC to the Executive Board
- Pay all bills or claims authorized by the Executive Board
- Maintain an accurate record of all monies received and distributed
- Make a report of the financial status of GCLC at each Executive Board meeting
- Prepare and submit an annual financial report to the Executive Board
- Be responsible for an annual independent audit of the financial records of GCLC
- Perform all duties incident to the office of Treasurer or assigned by the President or Executive Board.
- Maintain accurate inventory count for all assets and equipment owned by GCLC

Section 5- Board Member at Large - The Equipment & Safety Manager shall:

- Manage the equipment and uniforms necessary to outfit GCLC teams
- Purchase equipment and uniforms approved by the Executive Board
- Install and distribute equipment and uniforms as required
- Distribute, collect and maintain all GCLC owned equipment and uniforms
- Assure the safe and secure storage of GCLC owned equipment and uniforms
- Assure the safe and secure storage of field related equipment and supplies
- Perform all duties incident to the office of Equipment Manager or assigned by the President or Executive Board

Section 6- Board Member at Large - Field Manager shall:

- Act as the facilities risk manager for GCLC.
- Advise the Executive Board of known hazards to players, coaches or spectators for action and resolution

- Present to the Executive Board all equipment and supplies necessary to properly prepare playing fields for lacrosse activities.
- Arrange for adequate and appropriate practice and game fields.
- Prepare fields for game activities including designing, mowing, lining, and otherwise maintaining field and spectator areas.
- Perform all duties incident to the office of Field Manager or assigned by the President or Executive Board.

Section 7- Board Member at Large - The Fundraising Coordinator shall:

- Develop and submit fundraising proposals to the Executive Board
- Manage the fundraising activities approved by the Executive Board
- Prepare a record of fundraising results for presentation to the Executive Board.
- Perform all duties incident to the office of Fundraising Coordinator or assigned by the President or Executive Board.

Section 8- The Commissioners of Boys and Girls Lacrosse shall:

- Nominate and present to the board candidates for coaching positions
- Attend respective COYLL and US Lacrosse meetings and bring any issues being voted on back to the Executive Board
- Evaluate the performance of coaches
- Investigate any coach-related performance issues or complaints
- Periodically observe coaches at practices and games
- Serve as contact person for GCLC members regarding coach-related issues
- Confirm that all coaches have completed necessary background checks through BCI every season.

Section 9- The Member-At-Large

Any Members-At-Large shall be appointed by the Executive Board by a majority vote. The Member-At-Large position shall be accountable to the general membership of the GCLC. Each Member-At-Large shall have one vote, attend board meetings, and take direction from and make recommendations to board officers.

Article 8- Annual and Special Meetings

Section 1 – Annual Meeting

The annual meeting shall take place after the close of the regular season but not later than June 30. The date, time, and location shall be established and communicated by the Executive Board and posted in a prominent position on the GCLC official website at least 2 weeks prior to the meeting date.

Section 2- Quorum for Annual Meetings

Nine club members affiliated with GCLC will comprise a quorum for annual meetings.

Section 3- Special Meetings

Special meetings deemed necessary by the Executive Board shall be held at the Board's discretion.

Section 4 – Notification

Notice of the annual meeting shall be given to those affiliated with GCLC in writing at least ten (10) days prior to the date of the meeting.

Article 9- Funds and Finance

Section 1- Fiscal Year

The GCLC fiscal year and reporting year shall run concurrent with the calendar year.

Section 2- Use of Funds

All funds of GCLC shall be deposited in a designated bank and withdrawn from the bank by only such person or persons as the Board may from time to time designate. All expenditures of GCLC shall require the signature of two unrelated board members. The Executive Board retains sole authority for the approval of expenditures of GCLC funds. All GCLC funds shall be used by and for the GCLC in such a way as to further its purpose.

Section 3- Fundraising

All fundraising activities must be approved by the Executive Board prior to the start of any such activity.

Section 4- Special Donations

All donations to GCLC shall be used in a manner intended by the donor if so stated in writing by the donor. Donations with no special or designated purpose shall be placed in the general fund to be used in such a way as to further the purpose of GCLC.

Article 10- Committees

Section 1- Committees

The Executive Board shall at its discretion create committees deemed proper and necessary to fulfill the purpose and objectives of GCLC. The President shall appoint officers to such committees created by the Executive Board.

Officers of committees shall maintain records, notes, meeting minutes and otherwise memorialize activities. Committee officers shall be called upon to report to the Executive Board at the Board's discretion.

Article 11- Removal of Officers, Coaches or Other Persons of Authority and Conflict of Interest

Section 1- Removal from Office or Position

Any officer, coach, or other person in authority (e.g. committee member, sideline monitor, GCLC Board Member) who fails to fulfill the duties of his or her office or position may be removed from that office or position by the Executive Board. The person facing removal must be notified at least forty eight (48) hours in advance that removal action is being taken. That person will be allowed to speak on his or her behalf at the next regularly scheduled meeting of the Executive Board or if a special meeting of the GCLC Executive Board is convened at that meeting. A vacancy shall occur when a majority of the Board, voting by secret ballot, votes for removal.

Board members will be subject to removal if three consecutive meetings are missed without reason.

Section 2- Conflict of Interest

No officer elected or appointed to the GCLC Board shall utilize their position on the GCLC Board for personal gain or to advance their own business or personal interest or the business or personal interest of their immediate family.

Any individual in violation of this Section shall be removed from office in the manner described in Article 11, Section 1 of these Bylaws.

Article 12- Amendment to Bylaws

The Bylaws may be amended, altered or repealed and new Bylaws may be adopted by majority vote of the Executive Board. Changes will be announced at the next annual meeting.

Article 13 – Non-Profit Status

GCLC is organized exclusively for charitable and educational purposes, as specified in Section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations under Section

501(c)(3) of the Internal Revenue Code (or the corresponding section of any future Federal Tax Code). No part of the net earnings of the GCLC shall inure to the benefit of, or be distributed to its members, trustees, directors, officers, or other private persons, except that the GCLC shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes.

Article 14- Dissolution

Should GCLC be dissolved, all assets of the club shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future Federal Tax Code) or shall be distributed to the federal government, or to a state or local government, for a public purpose. These bylaws were approved at a meeting of the Executive Board of the Grove City Lacrosse Club. Consistent with Article 12, Amendment to Bylaws, these Bylaws replace the Bylaws previously approved and enacted.

President of Executive Board: Brian Hoover (signed)

Brian Hoover (printed)

Submitted Approved: February 4, 2017