

Lehigh Valley Girls Youth Lacrosse League

By-Laws

Revision – Second

Date – Feb 1, 2011

1. NAME

The organization shall be known as the LEHIGH VALLEY GIRLS YOUTH LACROSSE LEAGUE (LVGYLL).

2. PURPOSE

The purpose of this organization shall be to promote the sport of lacrosse.

3. OFFICERS

The organization shall consist of the following elected officers, who will also comprise the EXECUTIVE BOARD:

1. President - The president shall preside at all meetings, have the tie-breaking vote when necessary, have general and active management of the affairs of the corporation, and see that all orders and resolutions of the Executive Board are carried into effect. The President shall be responsible for the monthly meeting agenda.
2. Vice-President - The vice-president shall act in all cases for and as president in the latter's absence or incapacity. The vice-president shall chair all committees unless otherwise specified by the president.
3. Treasurer - The treasurer shall have custody of the corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements in books belonging to the corporation. The monies of the corporation will be kept in a separate account to the credit of the corporation and shall be disbursed as ordered by the executive Board. The treasurer shall take proper vouchers for such disbursements and render an account of all transactions and the financial condition of the corporation, at the regular meeting of the body, or whenever required. The treasurer is responsible for obtaining any insurance required for the operation of the corporation. He/she will be responsible for advising the Executive Board on all financial matters of the organization. All checks must be signed by two people.
4. Secretary – The secretary will keep accurate lists of voting members (including addresses), record minutes of regular meetings, report minutes of previous meetings, and all nominating and voting ballots. The secretaries shall also maintain a calendar of events as specified in these by-laws (elections/selections, setting of annual fees, etc.), and coordinate/ participate in all registration sign-ups.

The positions will be two year term. The president and Secretary will be voted on odd years and the Vice President and Treasurer on even years. No more than two consecutive terms.

The Executive Board will be nominated in April and elected at the June meeting.

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4. MEMBERS

- A. The (10) founding teams are the charter members. The charter organizations are listed in alphabetical order:
 - 1. Bethlehem Township Athletic Association
 - 2. Easton Area Middle School
 - 3. Forks Township
 - 4. LMYA Lower Macungie Youth Association
 - 5. Nazareth
 - 6. Palmer Township
 - 7. Pleasant Valley
 - 8. Saucon Valley
 - 9. Southern Lehigh
 - 10. SPA Schnecksville Playground Association
- B. Membership Types
 - 1. Membership Status
 - a. Full Member
 - A. Voting rights
 - A. By Laws – full
 - B. New Members - full
 - C. Rules - full
 - b. Probationary Member (New, Lehigh Valley based team)
 - A. Voting Rights
 - A. By Laws – commencing in year 2 of membership
 - B. New Members - commencing in year 2 of membership
 - C. Rules - commencing in year 2 of membership
- C. Each organization in the league must a fifty dollar (\$50) non-refundable entry fee for each level they have at least one team yearly by February meeting. Treasurer will review against projected cost of playoffs to ensure it meets the budgetary needs of the league.
- D. All members must participate in league functions as provided for in the by-laws. Failure to do so subjects an organization to possible revocation of membership.
- E. Any new organization desiring membership into the league must be voted on by the charter members and will be decided by a simple majority.
 - 1. All new organizations will be on probation for a period of one (1) year.
 - 2. New organizations will not attain voting rights until their probationary period is served. See paragraph 4B for schedule of probation.
 - 3. Probationary organizations have no vote in matters involving other probationary organizations.
 - 4. All organizations are responsible for the actions of all players, coaches, and fans of their Organization.

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- F. Any team or organization acting in an unruly or unsportsmanlike manner may be placed on probation for a period of time designated by the membership.
 - 1. All complaints will be directed to the Executive Board.
 - 2. The Executive Board will investigate each complaint and report to the membership at the next meeting.

- G. All coaches must complete one of the following PCA (Positive Coaching Alliance) online courses prior to the start of Spring season games.
 - Double Goal Coach: Coaching for Winning and Life Lessons, or
 - Double Goal Coach: Culture, Practices, Games

5. MEETINGS

- A. Meetings will be held on the second Tuesday of the month. Meetings will be held the months of November, February-will be the last Tuesday for scheduling, April, and June. An additional meeting will take place in May to prepare for the end of season tournament.
- B. The league secretary shall contact the league representatives of the date, time, and location of the next meeting at least five (5) days prior to the date of each league meeting. Meetings will start at 7 pm. The Executive Board can change monthly meeting dates and initiate teleconference as alternative to meeting.
- C. The league President shall be in charge of the league meetings at all times (in the President's absence, the Vice-President shall assume the duties of the President).
 - 1. Only the league representative or the alternate representative (1 vote per organization which has attained voting status) will have the power to make a motion or to vote. The President shall have the tie-breaking vote.
 - 2. Any new business must be submitted by the league or alternate league representative in writing to the Executive Board prior to the meeting.
- D. A fifty percent (50%) quorum of the eligible voting members is required to transact business at all league meetings.
- E. A centrally located meeting place shall be used for all league meetings or teleconference.
- F. Team information sheets for each organization in the league shall be submitted to the league secretary prior to the January meeting of the current year. An email address and telephone numbers must be provided for the following individuals:
 - 1. League and alternate league representative
 - 2. Board members

6. COMMITTEES

- A. **APPOINTMENTS.** All teams are eligible to be members of the committees. The Executive Board shall take nominations for each committee at the October meeting and make appointments no later than the December Meeting.
- B. **COMPETITION COMMITTEE.** The purpose of the competition committee is all matters regarding competition, rules, equipment, conduct, referee performance and

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all other appropriate activities will be supervised by the committee. The committee shall consist of 4-6 members and the President shall cast the tie breaking vote.

- C. **SCHEDULING COMMITTEE.** The function of the scheduling committee is to schedule games, playoffs and referee coordination. The committee shall consist of 4-6 members and the President shall cast the tie breaking vote.
- D. **AUDITING COMMITTEE.** This committee shall meet for the sole purpose of auditing the treasurer's books and give a final report at the November meeting. The committee shall consist of 2-4 members and the President shall cast the tie breaking vote.
- E. **ADVISORY COMMITTEE.** The Executive Board shall appoint this committee in a time of need. This committee shall be made up of five (5) people whom the Executive Board feels will take the best interest of the league and the youth into consideration when making a decision. These members can be, for example, past coaches, past officers, teachers, or other people of the community who are interested and involved with the youth in some way.

7. DISBANDMENT

- A. Should the league ever disband, all money and property accumulated by the league, until that time, shall be held for a period of one (1) year. If the league is not reorganized, this money and property shall be divided among the member organizations during the last year of operation. In the event of a surplus from previous years that amount will be divided among the organizations based on length of league membership.

8. BY-LAWS

- B. Amendments to the by-laws may be made when 1/3 of the organizations present in writing, propose the change. The proposed change will be read at one meeting and shall be voted on at the next meeting. A majority of the organizations present and voting to include the change in these by-laws.
- C. The executive Board, at its sole discretion, will decide on the course of action on any rules not covered by these by-laws.