

Restated By-Laws
Of
Rheems Athletic Association
(Adopted November 13th, 1995)

(As Amended and Approved March 10th, 2008)

(As Amended and Approved October 8th, 2017)

(As Amended and Approved April 19th, 2020)

(As Amended June 4th, 2023)

(As Amended and Approved September 1st , 2023)

Article I – Name

Section I: Name – This organization shall be known as the Rheems Athletic Association (referred to herein as “Association”) and said association shall be composed of members accepted into the Association in accordance with these by-laws.

Article II – Purpose & Mission Statement

Section I: Purpose – The purpose of the Association shall be to provide athletic activities for the youth of Rheems, PA and the surrounding areas.

Section II: Mission Statement - Our association’s purpose is to provide a safe, fun, and rewarding atmospheres for all children within our community, who choose to participate in our multiple venues. We believe that through our organization these future leaders will learn the value of teamwork, relationships & success, which is necessary today.

Article III – Organization and Dissolution

Section I: Location and Organizational Structure – The Association shall maintain its office and transact its business in the Township of West Donegal, County of Lancaster, Commonwealth of Pennsylvania. The Association shall not issue and shares of stock and shall comply with all regulations of a 501©3 organization (Amended June 4th, 2023). All activities of the Association shall be directed by a Board of Directors as provided herein.

Section II: Real Estate – The Association shall have the power to purchase, hold and sell real estate for the purpose of Section I provided there is a majority vote of the Board of Directors (Amended June 4th, 2023) at a meeting called for this purpose.

Section III: Dissolution

- i) Upon the dissolution of the Rheems Athletic Association, all assets of the Association's shall immediately become the property of the Rheems Fire Company, its successors or assigns, conditioned upon the Rheems Fire Company being exempt under Section 501©3 or deemed exempt under Section 501©3 at the time of such dissolution of the Association. Transfer of assets shall be subject to the provision that said Rheems Fire Company shall hold whatever real estate or assets transferred to it for a minimum of 3 years in the event of a possible reinstatement of the Association. If such reinstatement occurs, Rheems Fire Company would agree to transfer said assets or real property back to the Association.
- ii) In the event Rheems Fire Company is not either exempt under Section 501©3 or deemed exempt under Section 501©3, then upon the dissolution of the Rheems Athletic Association all assets of the Association shall be distributed for one or more exempt purposes within the meaning of Section 501©3 of the Internal Revenue Code or corresponding section of any Federal Tax Code, or shall be distributed to the federal government or to a state or local government for a public purpose (Amended October 8th 2017)

Article IV – Membership

Section I: Members – Any household who has paid annual dues “referred to as registration fees” to the Association (Amended June 4th 2023) as determined by the Board of Directors or has been accepted as a member by a majority vote of the Board of Directors and has not been rejected or expelled by the Board of Directors, shall be considered a household (Amended June 4th 2023) in good standing for that year.

Section II: Termination of Membership – Any individual may be expelled from the Association and any coach, official, committee member, household, or other official can be removed at any time by a majority vote of the Board of Directors. The individual would forfeit any registration fees paid at the time of their dismissal for the current season. To be reinstated, the party(ies) must appear before the Board to state their reason for reinstatement and then a 2/3 majority of the Board must approve the reinstatement through a motion and vote. (Amended June 4th, 2023)

Article V – Officers and Board of Directors

Section I: Officers – The elected officers of the Association shall be President, Vice President, Secretary and Treasurer.

Section II: Board of Directors – The Board of Directors shall include the officers and the Lacrosse Commissioner (Amended June 4th, 2023), Rugby Commissioner, Softball Commissioner, Soccer Commissioner, Volleyball Commissioner, Field Hockey Commissioner (Amended April 19th, 2020) and Risk Management Agent (Amended June 4th, 2023). The Board may, upon motion and majority vote, designate At-Large board members (Amended June 4th, 2023). Board members may not hold more than one elected position (Amended October 8th, 2017) unless extenuating circumstances exist; see Section V: Vacancies (Amended June 4th, 2023).

Section III: Term of Office – The term of office of all officers and board members shall be (2) years. Any officer may be elected to any number of successive terms, provided the proper election procedures as outlined below are followed. (Amended June 4th, 2023)

Section IV: Election Procedures – Candidates for office shall be nominated each year at the regular meeting of the Board preceding the Annual Meeting of the Association. Nominations for officers and board members will be opened in October for all open board positions. Calls for nominations will then be sent via email to active member households. Nominations can be sent to (president@rheemsaa.org). Nominations will close (30) days prior to the Annual Association meeting (Amended June 4th, 2023). The slate of nominees together with notice of the date, time, and place of the Annual Meeting (amended June 4th, 2023) shall be published on the Association's website and/or sent out via email to all members (Amended October 8th, 2017). At the Annual Meeting (Amended June 4th, 2023), additional nominees shall not be accepted, unless there is an open position (Amended November 8th, 2004) and (Amended June 4th, 2023) commissioners will be elected by a vote of their sport's constituency. (Amended June 4th, 2023) Executive board members (President, Vice President, Secretary and Treasurer) shall be elected by majority vote of those active members present. (Amended June 4th, 2023). Ballots will be paper, and the voting shall be silent. The newly elected board members shall assume their duties as of January 1st of the upcoming calendar year.

- i.) All Board Members / nominees must complete background checks in line with the Association's Risk Policy on volunteers. Background checks will be reviewed by the Risk Management agent for the Association prior to their names appearing on any ballot. An individual may not serve on the board if they have a prior felony conviction or any conviction involving children or charitable organizations. See Article VI, Section II, III, 1 for clearance requirements. (Amended June 4th 2023)

Section V: Vacancies – If a vacancy occurs in any office in any manner the Board of Directors shall nominate and elect a duly qualified individual to fill the vacancy. If a board position is unfilled, a board officer may fill that position until such time the vacancy is filled (Amended October 8th, 2017) and a nominating committee, consisting of (3) Board Members, shall be created to find a suitable nominee to fill the vacancy. (Amended June 4th, 2023)

Article VI – Powers and Duties of the Board of Directors

Section I: General Powers – The Board of Directors shall be empowered to transact all normal business of the Association and set such policies and procedures as they deem appropriate and necessary to accomplish the purpose and goals of the Association. All business may be transacted by a majority vote of the Board members present at any regular meeting as a quorum is present. A quorum is defined as (6) filled board positions. Each board member shall have one vote. A voting member of the Board of Directors may designate a board member (Amended June 4th, 2023) to serve as his/her proxy. Directors may participate in a meeting of the board by means of conference telephone or similar communication equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting. In the event of a time-sensitive matter requiring board action, a vote may be conducted via email. If a unanimous vote by email is not achieved action must be tabled until the next meeting.

To maintain voting privileges, a board member or their proxy must not miss two consecutive meetings. Voting privileges will be reinstated after attendance at two consecutive meetings. (Amended October 8th, 2012)

Section II: Specific Powers and Duties – In addition to the general powers of Section I, it shall be the specific duty of the Board of Directors and they shall be empowered to:

- i) Set fees for registration for a given season or athletic activity. (Amended June 4th, 2023)
- ii) Approve all coaches, assistant coaches, and other officials.
- iii) The Risk Management Officer must maintain all coaches, assistant coaches, and officials' clearances. Any questions concerning a clearance finding must be reported immediately to that sport(s) commissioner. (Amended June 4th, 2023)
 - (1) Clearances Necessary Included:
 - (a) PA Child Abuse Clearance
 - (b) PA State Police Background Check
 - (c) FBI Fingerprint or 10-Year PA Resident Certification
 - (d) Heads Up Concussion Training Certificate
 - (e) Safe Sport Training Certificate (Amended June 4th, 2023)
- iv) Authorize and approve annual operating budget and capital budget. Approve all expenditures of the Association's funds for any purpose except that individual officers of the Association may make expenditures of up to \$250.00 for routine or reoccurring expenses within the context of the annual budget or purpose and goals of the Association.
- v) Authorize and approve all teams and any league affiliations using the name, uniforms, equipment, or sponsorship of the Association.
- vi) Ability to amend these by-laws by providing in writing all proposed changes, which then must be presented, motioned, and voted upon at the next regular meeting of the Board. A 2/3s majority of the Board of Directors is necessary for approval. (Amended June 4th, 2023)

Article VII – Meetings

Section I: Open Association Meetings – The entire Association shall meet on or about the second Sunday of December each year for its annual meeting. Any other open meetings of the Association may be announced by the President provided notice of said meeting is published on the association's website and/or sent out via email to all members in good standing for that calendar year at least two weeks prior to said meeting. (Amended October 8th, 2017) (Amended June 4th, 2023)

Section II: Closed Board of Director Meetings – Closed to the public meetings of the Board of Directors shall be held on the second Sunday of February, April, June, August, and October, unless each member of the Board is notified by the President of any change at least (3) days in advance, at a time and place designated by the President. (Amended October 8th, 2017) (Amended June 4th, 2023).

Section III: Closed Special Meetings / Executive Sessions: Closed to the public Special Meetings and/or Executive Sessions of the Board of Directors may be held provided the President notifies each member of the Board of Directors at least (3) days prior to the scheduled meeting. (Amended June 4th, 2023)

Section IV: Closed Committee / Subcommittee Meetings: Closed to the public Committee / Subcommittee meetings may be held by any Commissioner of the outlined sports above to complete the core operation of that sports business. Committee appointees will be named by the Commissioner of the sport, with the names being provided to the Risk Management for the purpose of background checks. See Article IV, Section IV, Table I for information on exclusion from committee service. (Amended June 4th, 2023)

Article VIII – Amendments

Section I: Procedure – A proposal to amend these by-laws must be presented in writing to the Board of Directors. The proposal, as presented or as modified, will be voted upon at the next regular meeting of the Board and a two-thirds majority of the full Board of Directors is necessary for approval. (Amended June 4th, 2023; moved under Powers & Duties)

Above adopted as revised By-Laws of Rheems Athletic Association at the November 13th, 1995, meeting of the Board of Directors.

Motion approved November 8th, 2004: There will not be any nominations in December unless there was a position left open in November. November is the month for nominations & December is the month for elections.

Clarification of By-Laws July 11th, 2005: The policy regarding when or if a person resigns & then comes back, the Board decided that a person has a time frame of (48) hours unless legitimate excuse prevents the person from relating to the board their intent on coming back.

Motion Approved December 12th, 2005: Only board & association members that have attended at least two meetings a calendar year can vote at an election. (Motion to remove this amendment was second and voted upon during a regular meeting of the board on February 25th, 2023, and was ratified on June 4th, 2023)

May 14th, 2007: A motion was made which served as written notice to change the by-laws to remove Cheerleading venue from RAA & the office of cheerleading commissioner. The RAA Board unanimously approved this motion.

Above adopted as revised By-Laws of the Rheems Athletic Association at the (03/10/2008) meeting of the Board of Directors.

Motion Approved September 15th, 2008: A unanimous “yes” vote to add Lacrosse as a sports venue within RAA. A unanimous “yes” vote to add Lacrosse Commissioner Board Position within RAA.

Motion approved October 8th, 2017: Updated titles, meeting dates, clarify definition of board of directors to include officers, specify that board members have one vote and may appoint a proxy, amended nomination notification requirements from print media to electronic media.

Motion approved April 19th, 2020, to add Field Hockey to the Rheems Athletic Association.

Motion to remove the board position of “Fundraising Chair” and replace that position with “Risk Management Officer was accepted at the February 25th, 2023, meeting of the Board of Directors.

Motion approved to revise the By-Laws of Rheems Athletic Association at the 06/04/2023 meeting of the Board of Directors.

Revised bylaws adopted by the Rheems Athletic Association through roll call, unanimous email vote, of the Board of Directors on September 1st, 2023

Rheems Athletic Association Board of Directors (as of 06/04/2023)

President – Jon Norman

Vice President –

Secretary – Kristen Upschulte

Treasurer – Elizabeth Holcraft

Etown Lacrosse Club Commissioner – David Krebs

Elizabethtown United Soccer Commissioner / President – Lou Gober

Etown Rugby Blues Commissioner – Kenneth Burke

Etown Volleyball Commissioner – Adam Kitchen

Etown Fast Pitch Softball Commissioner – Karrie Norman

Etown Field Hockey Commissioner – Kim Yocum

Risk Management Officer – Kristi Ritter