

Eisenhower Lacrosse Club Bylaws

Article 1

Purposes and Objectives

- A. To promote and support boys lacrosse at Eisenhower High School.
 - 1. Provide financial assistance through fundraising
 - 2. Conduct outreach activities to raise awareness of the lacrosse program and generate increased participation among players, parents, students, teachers and other parties.
 - 3. Assist in recruiting coaches
 - 4. Assist in recruiting players
 - 5. Assist in player registration and team administration
 - 6. Coordinate team social activities, including those recognizing individual and team accomplishments.
- B. Establish and maintain a friendly and cooperative liaison between the community, the lacrosse program and the administration of the Utica Community School District.
- C. Encourage an atmosphere that leads to a positive character-building experience for players in the program.
- D. Secure and manage equipment and fields in cooperation with the school district.

Article 2

Type of Organization

- A. Any funds raised or collected by the organization shall be deposited with the appropriate official of Eisenhower High School, which will maintain an account on the lacrosse program's behalf.
- B. None of the funds raised or collected by this organization shall inure to the benefit of or be distributable to its members, trustees, officers or other individuals, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 1.
- C. This organization shall be non-commercial, non-sectarian and non-partisan. It shall not endorse a commercial enterprise. The name of this organization or name of any members in their official capacities with this organization shall not be used in connection with a commercial concern or with any partisan interest, or for any purpose other than the regular work of this organization.
- D. This organization shall not seek to direct the administrative activities of any school in the Utica Community School District, or to control school or school district policies.

Article 3 Officers

- A. The executive officers of the organization shall be the President, Vice President, General Manager, Secretary, Treasurer, Registrar, Communications Director, Apparel Director, and Event Director. The executive officers collectively form the Executive Committee.
- B. The terms of office should be a minimum of two years. There is no limit to the number of consecutive terms an officer may serve.
- C. The President shall be the chief executive officer responsible to the General Membership for the complete supervision and administration of this organization's activities and properties. The President shall be an ex-officio member of all committees and shall call all meetings of the organization. The President shall prepare the agenda for each meeting, although any member or officer may submit matters for inclusion in the agenda, and send out the board meeting notices
- D. The Vice President shall act as the assistant to the President and shall perform the duties of the President in the event of absence or the inability of the President to serve. The Vice President is responsible to coordinate volunteers for all lacrosse games, including and not limited to gate keepers, score keepers, bus chaperones, etc...
- E. The General Manager shall be the person responsible to update the Arbiter for referee assignments for all home lacrosse teams. The General Manager is also responsible to work directly with the Head Coach and the Athletic Director to finalize the schedule for opponents, game times, dates and field locations for home games, and to schedule bus transportation for away games.
- F. The Secretary shall take the minutes of all general membership and executive committee meetings. The Secretary will also send out information to the players, parents and coaches pertaining to lacrosse meetings, events, key date reminders and general information.
- G. The Treasurer shall be the recipient of all fees, donations or a payment, collected by the organization, and is responsible for assuring that those funds are deposited in the lacrosse account kept by Eisenhower High School. The Treasurer is responsible for requesting checks from Utica Community Schools from funds in the lacrosse account to pay for the obligations of the organization. The Treasurer may not keep more than \$1000.00 of petty cash on behalf of the organization.
- H. The Registrar shall be responsible for registering all players, assuring that all players meet eligibility requirements and filing all required paperwork with the school athletic director. The Registrar is responsible for keeping records that establish and maintain player eligibility.
- I. The Communications Director is responsible to provide the Junior High and High School newsletter personnel the appropriate key dates to be posted in schools papers and newsletters. The Communications Director is also responsible to provide local newspapers with varsity game highlights and player information to create awareness to the local community.

- J. Apparel Director shall be responsible for developing and ordering non game team apparel for players and parents. The Apparel Director will work with local organizations to provide a full line of apparel that is available to order or purchase at team events.
- K. The Event Director shall be responsible for administering the social and fundraising activities of this organization. The Event Director also may form specific committees (Banquet Committee) to assist with this duty.

Article 5

Nominations, Elections, Annual Meeting, Vacancies

- A. Nominations for Executive positions may be made from the floor during the Annual Meeting.
- B. The election of officers shall occur during the Annual Meeting, to be held in January, or at such time that is practical for the organization.
- C. Interim vacancies that occur may be filled at a monthly meeting through nominations from the floor.

Article 6

Voting, Quorum, Amendments

- A. Voting may be done by raising of hands, voice, roll call or secret ballot.
- B. There shall be no voting by proxy at any meeting.
- C. The lesser of twelve members or a simple majority of the membership shall constitute a quorum for the transaction of business. The act of the majority of those members present at a meeting at which a quorum is present shall be the act of the membership.
- D. Any spending outside of ordinary operational expenses must be approved by a two-thirds vote of those members in good standing in attendance at a board meeting. Notice of a meeting at which such a matter is expected to come to a vote must be made at least seven days in advance.
- E. These bylaws may be amended by a two-thirds vote of those members in good standing in attendance at a board meeting. Notice of a meeting at which a bylaws amendment is expected to come to a vote must be made at least seven days in advance.
- F. A matter requiring a two-thirds voter approval may not be brought up and voted on at the same meeting. At least seven days notice is required.