Mission Statement

Provide after-school recreational activity for boys and girls in a safe and drug free environment.
Teach them athletics and good sportsmanship and help build their self-esteem and moral character
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ARTICLE 1- PURPOSES

1.1 These are the By-laws of the Solomons Boys and Girls Club hereafter referred to as **SBGC**, which shall be and operate as a non-profit corporation in the county of Calvert, State of Maryland. The teams in the Solomons Boys and Girls Club will be designated the Solomons Steelers.

1.2 **SBGC** participates in the Calvert County Youth Football League (**CCYFL**) and operates within the League Rules and Bylaws of the **CCYFL**. The **SBGC** Constitution and Bylaws do not supersede **CCYFL** bylaws.

1.3 The purposes of the **SBGC** are:

   1.3.1 To foster among the teams of its Members the ideals of teamwork, good sportsmanship, good citizenship and character as well as the beneficial opportunities of becoming positive examples for others.
   1.3.2 To foster balanced and sportsmanlike competition in tackle youth football, flag football and cheerleading among the teams of its members.
   1.3.3 To educate players, parents, coaches and the community about the game of tackle youth football, flag football and cheerleading and the importance of teamwork and good sportsmanship.
   1.3.4 To reinforce the primary importance of schoolwork in elementary school and middle school students lives.
   1.3.5 To form and manage amateur athletic teams for the youth of Calvert County and to provide adequate uniforms (when feasible), equipment and coaching.

1.4 Notwithstanding any other provision of these Bylaws, no director, officer, employee or representative of the **SBGC** shall take any action or carry on any activity by or on behalf of the **SBGC** not permitted to be taken or carried on by any organization exempt under the '501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they hereafter may be amended, or by any organization, contributions to which are deductible under '170(c)(2) of such Code and Regulations as they now exist or as they hereafter may be amended.

1.5 No part of the net earnings of the **SBGC** shall inure to the benefit of, or be distributed to, directors, members or any other persons or entities, except that the **SBGC** shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth. No substantial part of the activities of the **SBGC** shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the **SBGC** shall not participate in any political campaign for or against any candidate for public office.
ARTICLE 2 – ADMINISTRATION Voting and Nonvoting Members

2.1 Except as otherwise provided by law, by the articles of incorporation or by these bylaws, the business and affairs of the SBGC shall be governed and managed by its Board of Directors.

2.2 In all instances of governance not outlined within the Constitution & Bylaws of the Organization, Roberts Rules of Order shall be the governing document unless otherwise noted in the SBGC bylaws.

2.3 The Annual Election of Board of Directors Officers shall take place annually and be held in December at the Annual Meeting of the Organization. Notice to the SBGC general membership of opening of nominations will be made at least 30 days prior to the elections by a mass communication (e.g. emailing) and an announcement on the SBGC website. Persons interested in a position must contact the President in writing one week prior to the scheduled meeting. A list of candidates will be distributed one week prior to the election meeting via a mass emailing and the SBGC website. All nominations will be reviewed and discussed by the members present prior to elections. At the election meeting, for any position having only a single nomination, the President may, following discussion of all position nominations, entertain a motion from the floor for “election by acclimation for all unopposed Board positions.” All members of the SBGC Executive Board and current Board of Directors shall have one vote.

2.4 Any Board of Directors member can request in writing an emergency session of the Board to call for the removal of an Officer. Officers may only be removed from office by a two thirds majority vote with a quorum of Board of Directors members present, voting by proxy or in person. As such officers being considered for removal from the board may not partake in a vote for his/her removal from office.

2.5 Members of the Board of Directors and Executive Board are expected to attend all meetings. Upon three consecutive absences during any fiscal year, the remaining Board has the right to terminate that member’s position. Member to be terminated should be notified in writing that the Board will be voting on this matter.

2.6 The number of Directors of the SBGC shall be ten (10). The Board of Directors shall consist of the following positions: President, Vice President, Executive Director, Secretary, Treasurer, Athletic Director, Football Commissioner, Cheerleading Commissioner, Registrar and Parent
Liaison. If there is no former SBGC board member to fill the position of Executive Director, for which this position is exclusively reserved, the number shall be nine (9). For the transactions of SBGC business, a majority of the members of the Board of Directors will constitute a quorum and each board member shall have one vote.

2.6.1 The President is responsible to the SBGC for the Board of Directors compliance with these Bylaws. The President shall inform the association’s players, parents, guardians and coaches of the Bylaws and all other terms and conditions applicable to the members participation in any capacity with the SBGC at all times. The failure of the President to properly or timely inform their association’s players, parents, guardians or coaches shall not excuse any person or entity from full and complete compliance with the Bylaws and all other terms and conditions applicable to the Members participation in any capacity with the SBGC at any time.

2.6.2 At least one Board member or field monitor must be present at all times during home games and SBGC activities.

2.6.3 No Board of Director positions may be add or removed without a Majority vote of the current Board of Directors. A quorum in this case will constitute all members being present.

2.6.4 Any vacancy occurring on the Board of Directors between election meetings shall be filled by a majority vote of the remaining Directors within one quarter, with the exception of the Executive Director. An Officer so elected to fill a vacancy shall serve the unexpired term of his/her predecessor.

2.6.5 The Board of Directors shall preside over all financial and discipline matters as well as amendments to the Bylaws and appointments to the Executive Board and vacant Board of Directors before the following Election.

2.6.6 A quorum (two-thirds) must be in attendance in order to vote on any matter, except when otherwise noted herein, at all Regular, Special or Emergency Board Meetings.

2.7 Board of Directors

2.7.1 President

The President shall be the principal executive officer of the Club. Subject to the control of the Board, the President shall generally supervise and direct all the business and affairs of the corporation. The President shall enforce the provisions of the Bylaws and Rules of the SBGC. The President shall perform all duties customarily incident to the office of the President, and other duties that may be prescribed by the Board. The President shall preside at all meetings of the Board of Directors and Executive Board and have general
supervision of all affairs of the Club. The President shall see that orders and resolutions of the Board are carried out. The President shall have authority to sign all deeds, leases, conveyances and other legal official documents and checks. The President shall be in sole possession of league checks and debit/credit cards with the exception of the concessions card. The President shall prepare each December an election ballot for all officers; All terms of officers will be for one fiscal year from January 1 to December 31 of said year. The President shall also be required to attend all League meetings.

2.7.2 Vice President

In the event of his/her absence or disability, the Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall also manage all board and general members and volunteers. The Vice President shall administer directives and policies of the Board of Directors. The Vice President shall perform such other duties as are assigned to him/her by the President or the Board of Directors. The Vice President shall act as Sergeant at Arms in all Board of Directors, Executive Board and General Membership meetings. The Vice President shall serve as the supervisor of events or functions unless otherwise delegated to a subsequent Officer. If a Board of Directors Office is filing a grievance or having the grievance filed against it the Vice President of SBGC will fill that position for all purposes throughout the time until the grievance is resolved. The Vice President will also coordinate any necessary safety classes and trainings, i.e. first aid/CPR and concussion training.

2.7.3 Executive Director

Specifically, the Executive Director will act as an advisory position and report to the President. This position is exclusively reserved for former Club Presidents or other Board of Directors members. When there is no former Club Officer to fill the position of Executive Director the number of Board of Directors Officers shall be considered nine (9). The Executive Director shall help develop and implement business, financial and strategic plans. The Executive Director shall preside over the Club in the absence or inability of the President and Vice President.

2.7.4 Secretary

The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the members and of the Board. All minutes of meetings and proceedings shall be recorded in books provided for that purpose. The Secretary shall serve notice of all meetings of the Board, in accordance with the provisions of the By-Laws, be custodian of
the Club’s books and records, keep a register of members and their addresses, and in
general, perform all duties customarily incident to the office of Secretary and such other
duties as are assigned to him/her by the President or the Board. The Secretary shall
countersign any and all documents which by law require a countersignature. The Secretary
will also oversee the creation and distribution of league identification cards. The Secretary
shall preside over the Club in the absence or inability of the President and Vice President
and Executive Director.

2.7.5 Treasurer

The Treasurer shall administer the financial affairs of the Club and shall keep the Club’s
accounts in accordance with accepted accounting procedures. The Treasurer shall have
charge and custody of and be responsible for all funds and securities of the Club; receive
and give receipts for monies due and payable to the Club from any source whatsoever; and
deposit all such monies in the name of the Club in such banks or other depositories as
shall be selected in accordance with the By-Laws; disburse such funds as directed by the
Board; sign drafts or other orders for payment of money. The Treasurer shall prepare a
monthly report of expenditures and income to report to the Board and a year-end report on
the financial status of the Club for reporting at the annual membership meeting. The
Treasurer shall perform all duties customarily incident to the office of Treasurer and such
other duties as are assigned to him/her by the President or the Board. The Treasurer shall
preside over the Club in the absence or inability of the President, Vice President,
Executive Director and Secretary.

2.7.6 Athletic Director

The Athletic Director ensures that coaches are aware of and attend organizational
meetings, clinics, and any other training and activities the Board deems necessary. The
Athletic Director shall prepare a Coaches Contract and ensure that each coach and
assistant coach signs, understands and abides by it. The Athletic Director must be
prepared to volunteer during the off-season and organize pre-season clinics, training,
and/or coaches’ meetings, as necessary. The Athletic Director is responsible for the
actions and activities of the coaching staff associated with the Club. Some of the other
duties of the Athletic Director include, but are not limited to, during home games:
coordinating field markings, creating seating arrangements, making sure facility/gates are
open for proper access, setting up chain markers, welcoming visiting team, ensuring that
the scoreboard is set up and will be monitored throughout the day – overall, make sure the
Solomons Steelers are game-ready and properly represented during home games. The
Athletic Director shall ensure all field permits prior to all games and practices beginning.
In order to ensure appropriate field set-up (e.g. chain and field markings), the Athletic
Director must maintain a key to the equipment shed or set a designee to fulfill this role.

### 2.7.7 Football Commissioner

The Football Commissioner is responsible for coordination and operation of all football activities (including scheduling EMT's and scheduling Referees for regular season and post season tournament) in conjunction with the President, Vice President, Athletic Director, Equipment Manager, and Head Tackle Coaches. The Football Commissioner is responsible for scheduling practice field usage and communicating scrimmage needs during the pre-season. This includes ensuring field safety measures are taken for all players. The Football Commissioner is responsible for assisting the Athletic Director in coordinating football clinics. Also, the Football Commissioner along with the President and Vice President will coordinate all aspects of pursuing and constructing any future fields for the association and will provide input to the Treasurer and Equipment Manager for the purchase of any new equipment or uniforms. The Football Commissioner is responsible for working to maintain maximum enrollment numbers of the football program. The Football Commissioner along with the Athletic Director will work together to ensure recruitment of coaches for all needed teams. The Football Commissioner shall act as Club Representative and represent the Solomons Boys and Girls Club within the League and Parks and Recreation. The Club Representative is responsible to attend League meetings or have an alternate representative attend the League Meetings and report back to the Board with all pertinent information. The Club Representative acts as a liaison between the Club and the League. All Club Representatives are to adhere to League attendance requirements and other such requirements. The Football Commissioner will also appoint several “Field Monitors” who will assist the Board with maintaining a positive environment at all SBGC functions.

### 2.7.8 Cheerleading Commissioner

The Cheerleading Commissioner is responsible for the coordination and operation of all cheerleading activities of SBGC. The Cheerleading Commissioner is responsible for interfacing with the current SBGC program it is involved in. The Cheerleading Commissioner shall attend meetings and competitions as required by the Board of Directors and provide a detailed report back. The Board of Directors is expected to make decisions, and vote on issues based on the direction and best interest of SBGC. The Cheerleading Commissioner is responsible for organizing the necessary volunteers required to attend cheerleading competitions of the current league.

### 2.7.9 Registrar

The Registrar Manager shall be responsible for collecting and organizing all pertinent
documents for all of the youth who apply to participate in the Club’s activities, which include: Birth Certificate (which will remain on file until the player terminates participation); Physical/Medical Exam signed and dated by the player's physician (which is valid for two years from the date of the physical); Verification of Grade; Player/Parent Consent form; and Concussion form. The Registrar Manager will approve a player’s eligibility when all of the required documentation has been properly filled out and collected. The Registrar will account for all payments associated with Registration of players prior to passing on to the Treasurer. The Registrar Manager will organize and arrange binders with all pertinent documents for each head coach of each individual team to have on hand for all of the official games. No player shall be eligible to receive Club gear until all pertinent registration information is sufficiently filled out and submitted to the Club, and approved.

2.7.10 Parent Liaison

The Parent Liaison will work to bridge the communication between the Board and parents by helping parents get the information, support, and help they need to ensure their child’s athletic and social success. The Parent Liaison will empower parents and make sure they understand what they can do to get involved, keep informed and share information to ensure that their child does his or her best.

2.8 Executive Board shall be appointed by a majority vote of the Board of Directors at a general membership meeting with a quorum of Officers in attendance. Anyone wishing to be considered for appointment shall notify the President in writing at least 2 weeks prior to the appointment meeting.

2.8.1 Volunteer/Information Coordinator

The Volunteer/Information Coordinator will be responsible for keeping the Club informed of all events, fundraisers, meetings and activities. The Volunteer/Information Coordinator responsible for accounting for all family volunteer hours as well as ensuring that adequate volunteers for all Club activities, as well as serve as back-up Website Manager.

2.8.2 Flag Commissioner

The Flag Commissioner is responsible for the coordination and operation of all flag football activities in conjunction with the President, Vice President, Equipment Manager, and Head Football Coaches. The Flag Commissioner is responsible for scheduling practice field usage, communicating scrimmage needs during the pre-season. This includes
ensuring field safety measures are taken for all players. The Flag Commissioner is responsible for overseeing the Flag Football Draft and recruiting Flag Football Coaches. The Flag Commissioner has the authority to assign flag players to flag teams. The Flag Commissioner is responsible for input to any rule changes as it relates to flag football teams. The Flag Commissioner and/or his assistant will be responsible to set up and break down the field for flag play.

2.8.3 Fundraising Coordinator

The Fundraising Coordinator is responsible for organizing fundraising, sponsorships throughout the season and off-season. The Fundraising Coordinator will be responsible for ensuring all promised advertising for sponsorships and donations are produced.

2.8.4 Equipment Manager

The Equipment Manager is responsible for tracking and issuing equipment to players and coaches, recommending replacement of equipment, receiving and logging in new equipment, and receiving and properly storing returned equipment. The Equipment Manager should be in close communication with the Registrar for pertinent player information. The Equipment Manager will be responsible for the maintenance, security, and organization of the storage unit where the equipment is stored and will be the keeper of the key to said unit. The Equipment Manager will need to be available to hand out equipment and collect equipment as needed. The Equipment Manager will oversee the ordering and distribution of league jerseys and will therefore need to be available in the off-season. The Equipment Manager is responsible for ensuring access to equipment and the equipment shed on all home game days, or designating a surrogate.

2.8.5 Concession Stand Manager

The Concession Stand Manager is responsible for coordinating the Concession Stand during each home game. The Concession Stand Manager is responsible for: purchasing and budgeting all food and other products to be sold, keeping an inventory of all concession stand products, arranging for set-up of the stand, ensure that the stand is manned for the entire day with parent volunteers, arranging for clean-up and tear down of the stand, reconciling expenses and profit, re-inventorying of product, storing of food and all other pertinent elements.

2.8.6 Merchandise Manager

The Merchandise Manager is responsible for determining what merchandise should be sold by the Club by submitting potential merchandise for sale to the Board for approval;
providing merchandise at designated sales sites (i.e. home games, practices, auction, website, etc…); accounting of all expenses and profits; storage of merchandise.

2.8.7 Website Manager (Webmaster)

The Website Manager is responsible for managing the website. The website must be updated pursuant to the approval of the Board, and maintained on a regular basis. Some of the updating and maintenance items may include, but are not limited to, online registration overview and assistance, editing, photography, layout, sponsorship sales, responding to e-mails and other communication, and publishing newsletter, as needed.

2.8.8 Special Events Committee Chair

The Special Events Committee Chair person will serve as the coordinator of all special functions of a non-fundraising aspects throughout the year. These events include but are not limited to Pep-rally, Homecoming, Halloween party, End of the Year Banquets and Volunteer appreciation.

2.9 The Executive Board may form such committees as they deem appropriate, which may include but are not include to scheduling and post-season committees. There must not necessarily be a Board of Directors member on an Executive Board committee.

2.10 Any Officer, by notice in writing to the Board of Directors, may resign at any time.

2.11 The Board of Directors shall have full jurisdiction over grievances, challenges, enforcement and interpretation of rules, policies and protests and they will conduct such investigations, if any, as they in their sole discretion deem necessary and issue such sanctions as they in their sole discretion deem appropriate within the guidelines explained in the Parent/Spectator Code of Conduct, Coaches Code of Conduct and CCPR Rules.

2.12 All elected SBGC officers shall serve for one year and appointed SBGC Executive members shall serve one year terms and may be re-elected or re-appointed without limitation.
ARTICLE 3 – GENERAL MEMBERSHIP

3.1 Definition

3.1.1 Parents, Guardians, actively involved adults (18 yrs or older), and children 5 to 14 years of age make up the “General Membership”.

3.1.2 Anyone considered part of General Membership may attend General Membership and Executive Board meetings.

3.1.3 All General Members will be required to accept and abide by all terms and conditions outlined in these Bylaws.

3.2 Rights:

3.2.1 All members shall have the right to voice an opinion or comment, or make a motion from the floor on matters before the general membership in accordance with the governing Standing Rules and these By-Laws. However, the President or acting President retains the right to limit discussion or debate for a specific length of time.

3.2.2 Any sanctions beyond those granted in Section 2.10 hereby shall be determined by the Board of Directors upon such terms and conditions and in such a manner as they in their discretion shall deem appropriate. There shall be no appeal to the Board of Directors, court, arbitrator or any other person or entity of any sanctions. Provided, however, no Member shall be expelled from the SBGC except upon a vote of the Board of Directors.

3.2.3 If a board member, coach, member or player is removed for reasons of not upholding the integrity of the SBGC, they are not eligible, in the future, to hold a position as a board member, coach, member or player unless a review by a special committee established by the Board recommends reinstatement and is approved by the President.

3.2.4 Each Member for itself and for its players, parents, guardians, and coaches, waive, release and discharge any and all rights, if any, to notice and an opportunity for a hearing as it relates to actions by the Board of Directors and waive, release and discharge any and all rights, if any, to pursue, commence or maintain any legal challenge, proceeding or action arising under or related to the action of the Board of Directors shall have the full power and authority to suspend, fine or provide whatever sanction they deem appropriate upon any officer, player, parent, guardian or coach.

3.3 Registration:
3.3.1 Members shall be required to pay an annual registration fee for any participating youth. Fees will be made known to the General Membership via the SBGC website as well as through registration documentation.
3.3.2 The Board of Directors will determine the annual registration fees at the first meeting of the year.
3.3.3 Scholarships will be made available based on the number of yearly donations. Donations and sponsorships can be made by a company or individual and designated to be solely used for scholarships. If no scholarships are available at the time of submittal of the registration form, the form will be marked for scholarship, and put on a waiting list. Notification will be made when a scholarship is available. Football and cheerleading registrations must be received by August 1st of each year in order to be eligible for scholarship. Scholarships are on a first come, first served basis.
3.3.4 Membership shall be terminated when registration fees or assessments are not paid within a reasonable amount of time after they are due as determined by the board (i.e. prior to the first game of the season).

3.4 Complaints and alleged violations of SBGC By-Laws must be documented in writing to the SBGC Board of Directors

3.5 Volunteering:

The SBGC relies on volunteers for success. Members are responsible for volunteering to help support the efforts of the SBGC. Therefore each Member will be required to volunteer at least one hour throughout the season. It will be the Head Coach’s responsibility to appoint a Team Mom. Team Moms will request volunteers for required activities. Team Moms will pass volunteer names to the appropriate coordinator as required, and will keep records of who from their team has volunteered for what event. Failure of Members to volunteer for the require hour could result in revocation of membership.

ARTICLE 4-MEETINGS

4.1 Regular Monthly Meetings of the Board of Directors shall be held at the central public meeting facility. Notice to Board of Directors, Executive Board and General Membership may take place via the Organization’s Official Website at www.solomonssteelers.net, via e-mail blast,
U.S. Mail, facsimile, or any other reasonable and accessible mode of communication. Regular monthly board meetings will be held on the third Wednesday unless otherwise scheduled

4.2 Minutes of meetings shall be kept and archived by the Secretary.

4.3 A Board of Directors meeting is a closed-door Board member-only meeting to discuss issues of sensitive, personal, inflammatory, or disciplinary nature. SBGC By-laws will govern the conduct, discussions, voting and decisions resulting from these meetings.

4.4 Meetings of the Board of Directors may be called by majority of the Board of Directors or the President with notice of said meetings being provided by the SBGC.

4.5 Meetings of the Executive Board may be called by majority of the Executive Board with notice of said meetings being provided by the SBGC Secretary.

4.6 Meetings of Committees may be called by majority of the Committee with notice of said meetings being provided by the person(s) calling the meeting.

4.7 Meetings of the general membership may be called by majority of the membership, majority of the Executive Board, or the President with notice of said meetings being provided by the SBGC Secretary.

4.8 At any meeting including the Board of Directors, a quorum of two-thirds of the filled Board positions and simple majority of the filled voting positions is required to make any decisions requiring of vote of the Board unless otherwise specified in these By-Laws.

ARTICLE 5 – AMENDMENTS

5.1 Amendments to these by-laws may only be made at any meeting of the general membership. No Board Member shall be entitled to amend these by-laws for their own purposes. An amendment to these by-laws will be voted on the Board of Directors with the majority rules. A notice of the proposed change accompanies the call for the general meeting 30 days in advance.
Requests for amendments shall be presented in writing to the SBGC Board of Directors and shall be voted on at the next meeting following their receipt (that meets the 30 day notification requirement). Copies of proposed and approved changes/amendments to SBGC By-Laws will be posted on the SBGC website for all members to read.

ARTICLE 6 – COACHING

6.1 All head coaches and assistant coaches are required to complete, sign and abide by the Coaches Code of Conduct or be subject to sanctions as determined by the Board of Directors. All Coaches Contracts to be kept in the team book and a copy to be archived with the Registrar.

6.2 Each team must be represented at all CCYFL and SBGC coaches meetings. Failure to do so will result in sanctions as the Board of Directors deems appropriate.

6.3 All head coaches must be age 21 or over. Assistant coaches, reporting directly to the head coach can be age 18 or over. Coach trainees will be allowed with the consent of the Athletic Director and/or the appropriate Sports Commissioner.

6.4 Individuals who wish to coach a Solomons Steelers team must first apply with the Athletic Director, in writing, via the official SBGC coach’s application. Deadlines will be posted on the website. Coaches will be selected based on positive attitude, communication skills, leadership qualities, technical knowledge and support of SBGC and CCYFL objectives.

6.5 Assignment of head coaches shall be made at the sole discretion of the Board of Directors based on the recommendations made by the interview committee; the board must consider a prospective coach’s overall support of the organization, leadership of his team and staff, interaction with his player’s parents, his technical competence and dedication to the program and its goals. Coaches are not permitted to appeal the Board of Directors assignment.

6.6 The head coach shall be subject to removal as the Athletic Director and/or Sports Commissioners deem appropriate.
6.7 Any assistant coach may be subject to removal as the head coach deems appropriate.

6.8 Associations will submit the names of all volunteers that might have 1:1 contact with a player to Criminal Information Services (CRIS). The CCYFL rubric for criminal offenses shall be consulted as a guideline when determining the eligibility of any volunteer with a criminal history and the eligibility of this person should be put to a vote of the association’s executive board with the applicants name withheld for privacy. Any person who is required to register as a sex offender in any state shall be automatically refused from any position and should not be allowed to serve in any capacity within an association.

6.9 Maximum number of coaches that can be within the coaches’ box during a game is 5. Per CCYFL rules, the Coaches Area is a rectangle extending from the 25-yard line to the 25-yard line and from the sideline to at least 2 yards from the sideline.

6.15 No walk-on personnel shall be permitted on the practice or game field without express, prior permission of the President or the Athletic Director. All assistant coaches must be presented, in writing, to the board prior to August 1.

ARTICLE 7 – GENERAL CONDUCT
7.1 Rules Pertaining to Ejections

Section 1.3.1 of the Bylaws states that “the purpose of the League is to foster among the members the ideals of teamwork, good sportsmanship, good citizenship and character as well as the beneficial opportunities of becoming positive examples for others.” In certain situations, behavior becomes unacceptable and the player or coach is ejected from the game. The following is the league’s position on those ejections. Punishment will be swift and meaningful.

7.1.1 Player Ejections:
If at any time during a game, a player is ejected by an official for unsportsmanlike conduct that player will be disqualified from playing in the remainder of that game and at least one additional game. Player must remove pads but is allowed to remain on the sideline with team. Additional game disqualifications may be assessed based on the severity of the conduct. It is the coaches’ responsibility to work to eliminate (or at least minimize) situations giving rise to possible instances of inappropriate behavior. Examples include removal of the player from the game, counseling the player about their conduct and/or benching the player.

7.1.2 Coach Ejections:
If at any time during a game, a coach is ejected by an official for unsportsmanlike conduct that coach will be disqualified from the remainder of that game and practice and the game the following week. Upon ejection, coach must immediately leave the premises.

7.1.3 Additional game disqualifications may be assessed based on the severity of the conduct. The head coach may also be subject to disciplinary actions due to the actions of his players, coaches or parents. The head coach is responsible for his players, his assistant coaches and the parents of his players.

7.1.4 Ejection Procedure:
Step 1) Sideline warning (5 yard penalty)
Step 2) Unsportsmanlike Conduct Foul (15 yard penalty)
Step 3) Unsportsmanlike Conduct Foul (Ejection)
Step 4) Repeat step 2, then step 3 as needed

7.2 Anytime a player, coach, or spectator is ejected, the official involved must submit an Ejection Incident Report. The ejections incident report is given to the official’s supervisor. The supervisor will give a copy to Calvert County Parks & Recreation. CCPR will contact the organization with the final report.

7.3 Duties, Behavior and Conduct of all members:
7.3.1 It shall be the duty of every member of this organization to foster and promote the objectives of the SBGC through attendance at called meetings and cooperation with the Board of Directors when called upon to perform volunteer duties necessary for the success of the SBGC.

7.3.2 Members of SBGC are expected to conduct themselves in an appropriate manner and in accordance with SBGC By-Laws at all times when at or around SBGC events. Behavior and conduct that will not be allowed from SBGC members will be outlined in the Parent/Spectator Code of Conduct. These violation may be grounds for disciplinary action.

7.3.3 Members of SBGC when in public and wearing identifying SBGC items will conduct themselves in accordance with these By-Laws.

7.3.4 Specific member actions at SBGC events that will result in immediate and automatic suspension from SBGC:

- Physical assault, including throwing of a punch.
- Actions that endanger or which could cause injury to children, parents, coaches or spectators before, during, or after any SBGC event (including the areas of the practice fields, sidelines, game fields, concessions, and parking areas) including but not limited to: physical or sexual abuse, brandishing and/or use of a weapon

This immediate and automatic suspension will remain in effect until the Board of Directors reviews the alleged violations and makes recommendations to the President for action. This action should be taken within 7 days of the suspension.

7.4 Disciplinary Action in violation of any code of conduct The actions are not limited to the following in any order or combination.

7.4.1 A. Verbal Warning
    B. Written Warning
    C. Suspension or immediate ejection from a youth event sponsored by the Solomons Steelers.
    D. Suspension from multiple youth events sponsored by the Solomons Steelers.
    E. Season suspension or multiple season suspension

ARTICLE 8 – FINANCES
8.1 The **SBGC** is a non-profit organization. Any disbursement of funds will require approval of the President, in coordination with the Treasurer, and must be in accordance with the approved yearly budget and these By-Laws. If the President is not able to approve disbursement, this responsibility will be passed on to the Vice President.

8.2 The Fiscal year of the Organization shall begin on January 1 and end on December 31 of the same year.

8.3 The Treasurer shall be present at each Monthly Meeting and present a financial report and at the Annual Meeting present an annual report and, if necessary or feasible, a recommended budget of line item expenditures for the ensuing fiscal year.

8.4 All expenditures must be approved by a majority vote of the voting members of the Board with the following exceptions:

8.4.1 Expenditures not to exceed $500 may be authorized by agreement of any two members of the Board of Directors.

8.4.2 Routine and recurring expenditures for replenishment of concessions inventory may be approved by any member of the Board of Directors.

8.4.3 There is no guarantee of reimbursement for expenditure of personal funds without prior approval as outlined in these By-Laws.

8.4.4 A Board of Directors meeting is not required to approve expenditures; however the Treasurer will document the source of approval (President, VP, etc). The source of approval must follow the By-Laws as stated throughout this document for expenditures. The source of the approval shall also forward to the Secretary a summary of Board Member votes and the method of collection. A summary of these expenditures will be given by the Treasurer at the next called Board of Directors meeting.

8.4.5 All expenditures must be in accordance with the approved yearly budget unless approved by a majority vote of the Board.

8.5 All monies collected should be provided to the Treasurer within a maximum two day/48 hours time period. All committee chairs should turn over to the Treasurer with proper documentation with regards to where the money should be applied. All cash must be counted by the Treasurer immediately upon receipt and in the presence of the cash handler. This procedure will allow for proper confirmation of the cash received and provides for a proper transfer of funds from one party to the next. All cash received from concessions should be counted at the end of the concessions’ day prior to leaving the park by the Treasurer and the Concessions Coordinators (or an alternate). This procedure will be the substitute for procedure number three above, as this will provide for the proper transfer of funds to the Treasurer. Requests for SBGC checks to be written to cover approved expenses must be made to the President for approval and
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forward to the Treasurer for payment. This request must be made a minimum of one week in advance, except under extreme circumstances. The Treasurer will make payment with 10 days of President approval of payment. All Treasurers records will be open for review and/or audit at the request and direction of the President of the Board, allowing for a minimum of one week's notice for coordination purposes. In the case of a NSF, the check will immediately be re-deposited. If the NSF check is returned a second time or if it is a closed account check, a letter will be sent out certified/registered by the Treasurer requesting the individual make restitution to our organization, including any NSF fees charged to SBGC. If restitution is not made, a request is sent to the State’s Attorney’s Office requesting payment within ten days. If payment is still not received, the forms for bad check charges are completed and forwarded to the District Court Commissioner, along with copies of the letter from the State’s Attorney’s Office and a copy of the bad check. Additionally, in the case of an NSF check returned the second time or in the case of a closed account for any purpose, the individual’s child will be immediately removed from participation with the SBGC until such time that restitution is made. This communication will be made by the President of the Board. The child’s name will also be given to other organizations within the CCYFL to prevent said child from being able to participation in another league without first making restitution with SBGC.

8.6 Upon the close of each fiscal year (Dec. 31), a financial advisory committee (3 members NOT including the president, vice president or treasurer) shall be appointed to review that fiscal year's financial records. Upon completion of the financial advisory committee's review, the records shall be sent to the treasurer for tax filing purposes. A qualified accountant shall be utilized for tax filing purposes.

I, the undersigned, being Secretary of the Corporation, hereby certify that the above is a true, complete and accurate copy of the Bylaws as adopted by the Board of Directors on

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Secretary

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