



GUILFORD YOUTH LACROSSE ASSOCIATION, INC.

BY-LAWS

(Formed October, 2005)

Updated December 2012

ARTICLE 1

Name and Objectives

Section 1: The name of the Association shall be The Guilford Youth Lacrosse Association, hereafter referred to as the Association.

Section 2: The purpose of the Association is to give every child the opportunity to develop their individual lacrosse talents while emphasizing fun, good sportsmanship, physical fitness, respectful and healthy attitudes and team play.

Section 3: The Association shall not be conducted or operated for profit.

ARTICLE 2

Membership

Section 1: Types of Membership:

- A parent or guardian of a player registered with the Association.
- An active coach of any team registered with Association
- Any officer of the Association.

Section 2: Eligibility. Membership shall be open to any other person 18 years of age or older and shows significant interest in promoting the activities of the Association.

Active Membership shall be granted to any member attending 6 or more of the past 12 board meetings.

Active membership shall cease in the event that any member shall resign or fail to meet the qualifications of membership during the previous 12-month period.

Section 3: Dues. The Board of Directors shall set membership dues in November of the year before the spring Lacrosse season. Dues shall be payable on or before the last day of January of each year, or upon joining the Association and will include a membership fee for USlacrosse.



ARTICLE 3

Executive Board Officers, Members and their duties

The Board has a fiduciary responsibility to the GYL membership and a moral responsibility to the players and parents. GYL is also an ambassador from the town to the rest of the league. It is incumbent upon each Board member to act on his/her individual responsibilities in a vigorous manner and to ensure that the Board, as a whole, is functioning properly and fulfilling its obligations. While individual and committee responsibilities and accountabilities are assigned, it should be noted that the GYL Board needs to operate as a team. As such, each and every team member needs to be concerned about the well-being of the entire Board and GYL as a whole.

1) STRUCTURE

a) Executive Board

i) President

- Run meetings within time allotments
- Set and publish agenda before the meeting
- Make sure each board member has handled his/her commitment
- Develop Board
- Spearhead volunteer recruitment
- Insure all committees are ready to report at the meetings

ii) Vice President

- Assumes responsibilities of President in his/her absence
- Recruitment of players to increase enrollment
- Registration, including US LAX requirements
- Oversee Boys and Girls Coordinators
- Chair Disciplinary Committee
- Review/revise By Laws, etc., as required and according to procedure

iii) Secretary

- Distribute agenda in advance of meetings
- Record and distribute minutes promptly
- Arrange for meeting rooms
- Maintain membership/player database
- Produce all program/league correspondence
- Oversee PR/Communications

iv) Treasurer

- Finance and reporting
- Produce annual budget and periodic updates
- Maintain books and make payments in a timely fashion
- Oversee capital projects
- Oversee fundraising

v) GYL Liaison/Ombudsman



- Attend CONNY meetings
- Keep the board informed as to CONNY issues/decisions
- Represent the interests of GYL at CONNY meetings
- Obtain and disseminate rules and modifications
- Take other action as CONNY may require
- Liaise with other youth sports and high school programs

b) Appointed Board (Appointed by Executive Board)

i) Boys Coordinator

- Ensure the smooth operation of the Boys Division
- Recruit coaches
- Set coaching standards
- Observe the practices and games of each team on a random, periodic basis
- Serve on Disciplinary Committee
- Review/approve practice/game/tournament schedules

ii) Girls Coordinator

- Ensure the smooth operation of the Girls Division
- Recruit coaches
- Set coaching standards
- Observe the practices and games of each team on a random, periodic basis
- Serve on Disciplinary Committee
- Review/approve practice/game/tournament schedules

iii) Equipment

- Inventory equipment
- Recommend purchases
- Select suppliers through competitive bidding process
- Oversee distribution and return of all equipment
- Secure storage for equipment

iv) Scheduler

- Develop master schedule for games, practices and tournaments for all teams
- Record and report all changes thereto/confirm games
- Schedule Referees
- Coordinate GYL schedule with other sports groups
- Maintain library of directions to all fields

c) Appointed Volunteers

i) Fundraising

- Annual Program Guide
- Solicitation of major donors
- Clothing program



- Pictures
- Other
- ii) Park & Rec and Standing Fields Liaison
 - Attend Standing Fields Commission meetings
 - Arrange practice and game fields
 - Insure adequate playing conditions at each field
 - Goals
 - Lines
 - Grass height
- iii) PR/Communications
 - Promote the general well being of the program for
 - Player recruitment
 - Volunteer recruitment
 - Reporting scores to the media
 - Recruit attendees for the Annual Parks & Recreation Youth Volunteer Banquet
 - Web Site management
 - Newsletter
- iv) Capital Projects Coordinator
 - Identify and execute capital projects
 - Wall
 - Fencing
- v) Special Events Coordinator
 - Plan and coordinate all in season activities
 - Visiting dignitaries
 - Special tournament participation
 - Plan and coordinate all off season activities
 - Pre-season practices and evaluations
 - Summer fun games
 - Fall clinics
 - Plan and coordinate social activities
 - Banquet
 - Picnic
- vi) Other Volunteers
 - Team Managers

ARTICLE 4

Meetings and Voting

Section 1: General Membership Meetings. Meetings of the general membership shall be held at the Greene Community Center unless otherwise determined by the Board of Directors.



The meetings will be held on the 3rd Tuesday of each month unless a change is decided upon by the Board of Directors. Notification of the meetings will be publicly announced through the ShoreLine Times.

Section 2: Order of Business. At all meetings, the order of business shall be governed by the latest revision of Roberts Rules of Order.

Section 3: Board of Directors Meetings. The general membership meetings may also serve as the Board of Directors Meetings. The President of the Association may call special Board of Directors meetings if deemed necessary for the conduct of Association business. Whenever possible, special Board of Directors meetings will be announced at the General Membership Meeting prior to the special Board of Directors meeting.

Section 4: Voting: Active Association members must have attended at least 6 of the last 12 meetings.

Only Active members of the Association shall be eligible to vote on Executive Board positions.

Only Board members can vote on Association business, including but not limited to all Guilford Youth Lacrosse matters and the approval of coaches.

Section 5: All matters concerning the Guilford Youth Lacrosse will be brought to the board for an executive vote. These matters include but are not limited to scholarships, refunds, donations, sponsorships, clinics, etc.

ARTICLE 5

The Association Year, Annual Meeting, and Elections

Section 1: Association Year. The Association's fiscal year shall run from the first day of October and end on the last day of September of the following year.

Section 2: Annual Meeting. The Annual Meeting shall take place at the regular monthly meeting in July. At this meeting, a group of officers shall be elected for the ensuing year. Their terms shall start on September 1st, except the Treasurer, theirs shall start October 1st. Association records held by their predecessors shall be relinquished to the Association by that date.

Section 3: Nominations: Nominations for officers may be recommended by the Board as well as from the floor. The nominations must be made at the regular monthly meeting preceding the July Annual Meeting of the Association. The names of all nominees will be included in the minutes of the meeting.

Section 4: Elections: The nominated candidate receiving the most votes for each office shall be declared elected.



ARTICLE 6

Amendments

Section 1: The Constitution and By Laws may be amended by a majority vote of the membership at any meeting. Any Constitution or By Law change shall be reported to the membership in the newsletter or the website following the vote on the change.

ARTICLE 7

Youth Program

Section 1: The Program. This program shall be for youth players below grade nine. The Association will fund and administer all levels associated with the establishment and organization of lacrosse at this level.

Section 2: Youth Emphasis. The emphasis at this level will be in the area of skill development with major emphasis on technical skill development and a minor emphasis on tactical development.

Section 3: Playing Time. The amount of playing time for an individual will be the ultimate decision of the coach. However, the Association philosophy is that each player will receive an appropriate share of time, with player development overriding the consideration for wins and losses. Players may play on only one team unless a team is lacking players to qualify for a game.

Section 4: Multiple Sports. The playing of more than one sport in a season is a parental and player decision. In this situation games should take precedence over practices. A coach, however, may adjust a player's playing time if the player does not attend the practice prior to the game.

Section 5: Coaches. Coaches must be approved by the Board and meet guidelines established by the Board and CONNY. Coaches will be assigned to a team chosen by the Board. Coaches will receive information each season to aid in obtaining our objectives for the teams. This will include guidelines for managers, practices and games. At the end of each season the coaches and teams will be reviewed.

ARTICLE 8

Solicitation and Distribution of Funds

Section 1: Purpose. The corporation is organized for the purpose of soliciting and collecting monies and raising funds as provided for or allowed by the Connecticut General Statutes for non-profit organizations. The monies collected will be expended for those purposes set forth in the Certificate of Incorporation in accordance with the requirements of Section



501(c)(3) of the Internal Revenue Code, as amended, in such manner as may be decided upon from time to time by the Board of Directors and in such proportions as the Board of Directors. In all events, the Board of Directors shall distribute in each of its fiscal years at the minimum that amount of the principal and income of the funds of this corporation as to comply with the provisions of the Internal Revenue Code, as amended, or any other similar code, for this corporation to become and remain a tax-exempt organization.

ARTICLE 9

Financial Assistance

Section 1: Financial assistance may be granted to those in need. A letter of hardship requesting financial aid must be submitted to the board. The board will review this in a closed session and make decisions as a board.

ARTICLE 10

National, State, and Local Affiliations

Section 1: National Affiliation. The Association shall become affiliated with US Lacrosse. The Association shall pay for membership in US Lacrosse for the members of the Association Board of Directors and each youth head coach.

Section 2: State and Local Affiliation. Each year the Association shall determine if it will affiliate with any state or local lacrosse leagues or groups. This determination shall be made prior to February in each calendar year.

ARTICLE 11

Dissolution

Section 1: Dissolution Vote. The Association may be dissolved by two thirds vote of the members at any membership meeting called for the purpose of dissolution, provided notice of the proposed dissolution is mailed to each member of the Association at least fourteen (14) days prior to the date on which the vote is to be conducted.

Section 2: Distribution of Assets. In the event of dissolution, the assets of the Association, if any, shall be distributed to the Town of Guilford Parks and Recreation Department for use in funding capital improvements to the Town playing fields or for establishing an endowment to provide funding to maintain the Town playing fields as determined by the membership at the meeting at which the dissolution is approved.