

**BY LAWS OF THE
SPARTANS YOUTH ORGANIZATION INC.**

**ARTICLE I
NAME AND PLACE OF BUSINESS**

Section 1. The name of the organization shall be “THE SPARTANS” hereinafter referred to as the “Club”

Section 2. The principal place of business of the organization shall be the County of Arapahoe, State of Colorado.

**ARTICLE II
OBJECTIVES AND PURPOSES**

Section 1. The objectives for which the organization is formed are:

- A. To provide an organization for the supervision of participation in sports by youth of this community, dedicated to the highest ideals of sportsmanship.
- B. To organize, develop and maintain athletic clubs within the community which will have the opportunity to participate under common rules and regulations, to the end that participating teams may engage in uniformly supervised and organized competitive athletic programs and other activities.
- C. To foster among the members of the various teams the ideal of good sportsmanship and citizenship; and to develop and maintain among the members of the various clubs good character; and to advance the mental and physical development of the youth and the community through participation in sports.
- D. To offer such members, individually and collectively, beneficial activities and recreation to the end that such members of the various clubs shall become better citizens and good examples for others.
- E. E. To acquire, hold and possess such personal property and real estate as may be necessary and properly suitable of the conduct of the affairs of the organization, and to sell or otherwise dispose of the same; to borrow money, and issue notes, bonds or other instruments as evidence of any indebtedness, and to pledge, mortgage, hypothecate and assign any property, real or personal as security for any indebtedness.
- F. To participate as a member club in the Arapahoe Youth League, Inc. or any other league deemed proper by the Board of Directors.

- G. To do anything necessary, suitable or proper for the accomplishment of the objectives and purposes herein set forth or which may be recognized as proper and lawful objectives of the organization consistent with the public interest.

ARTICLE III MEMBERSHIP

Section 1. Membership in this Club shall be given to all persons who accept and espouse the objectives as set forth in Article II hereof. There shall be three (3) categories of membership in this Club.

- A. **Participating Member:** Any person who is the parent or legal guardian of a child participating in the activities organized and sponsored by the Club.
- B. **Associate member:** Any person other than those qualifying as a Participating Member who wishes to actively engage in carrying out the objectives of the Club. Associate Members shall be approved by the Board of Directors.
- C. **Honorary Member:** Any person, whether or not he lives within the physical boundaries of the Club, who has rendered outstanding services in furthering the objectives of the Club. Honorary members may be elected to honorary membership by the members present at any regular or special meeting of this Club after their nomination by the Board of Directors.

ARTICLE IV DUES

Section 1. The fiscal year of this Club shall commence July 1.

Section 2.

- A. The annual dues shall be that amount set by the Board of Directors as the fee for participation in one or more of the activities conducted by the Club and shall constitute the full due for all members of the family participant.
- B. Associate Members and Honorary Members shall be exempt from payment of any dues or fees.

**ARTICLE V
GOVERNING BODY**

Section 1.

- A. Board of Directors: The management and control of all the policies, affairs, properties and business of the Club shall be vested in the Board of Directors. A Quorum of the Board shall consist of two-thirds of the total membership of the Board of Directors. The Board of Directors shall have the authority to elect alternates to fill any vacancies created for whatsoever reason. All vacancies to the Executive Board must be approved by a vote of the full board.
- B. The Business and affairs of the Club shall be managed directly by said Board or through officers or committees elected or appointed by it.
- C. The Board shall elect all officers of the Club, shall designate the bank or banks in which the funds of the Club are to be kept, shall designate that all checks for withdrawals of funds shall be signed by at least one officer of the Club and shall designate the officer who is authorized to sign the same.
- D. The Board of Directors also may appoint from time to time either individuals or committees either to act in an advisory capacity to the Board or to act on behalf of the Board.
- E. The Board shall have the power at any meeting at which a two-thirds majority is present, except as hereinafter provided, to replace any member of the Board that has not attended three (3) officially called Full Board Meetings without sufficient reason.
 - 1. Said Board Member shall first be contacted by the Secretary in verbal or written form as a warning
 - 2. Said Board Member will be granted the opportunity to present the Board of Directors any extenuating circumstances that have prevented said member from attending officially called Full Board Meetings.
- F. In the event of no elected alternate and a vacancy occurs anytime during the Club's fiscal year, the Board shall have the power at any meeting at which a two-thirds majority is present, except as hereinafter provided, to add member(s) to the Board by the following process:
 - 1. Prospective members may attend one meeting as a guest of the current Board.
 - 2. At this meeting, at which a two-thirds majority of the current Board is present and with or without the prospective Board members present, the Board shall vote with the majority ruling, as to issuing an invitation to said prospective candidate to become a permanent member of the Board.
 - 3. The Secretary shall then so notify the prospective Board Member of the results.

ARTICLE VI OFFICERS

Section 1.

- A. The Board at its last officially called meeting of the fiscal year will proceed to elect Officers whose terms shall commence on that day and continue until their successors are duly elected and qualified. The Executive Officers (Executive Board) shall be as follows: The President, Vice President - Facilities, Vice President – Community, Secretary and Treasurer, and such additional Vice-Presidents, Assistance Secretary or Assistant Treasurer as may from time to time be appointed by the Board.
- B. The President and Vice Presidents shall be members of the Board.
- C. The Treasurer and Secretary need not be members of the Board.
- D. No President or Vice President of the Club shall serve more than two (2) successive terms.
- E. The Past Presidents of the Club shall become lifetime Honorary members of the Club.
- F. The Executive Board Members Term shall be 2 year terms.

Section 2. The following officers shall direct the Business of the Board.

- A. President
 - 1. It shall be the duty of the President to preside at all meetings of the Board and Executive Board, to supervise the call of all meetings and to see that the orders and regulations of the Board are faithfully executed.
 - 2. The President shall exercise supervision over the entire organization and all its activities.
 - 3. The President shall appoint committees that are required to carry out the business of the Club.
 - 4. The President or the President's appointee shall attend the regular meeting of the Presidents Committee of the Arapahoe Youth League (AYL). He or she shall report all happenings of the AYL to the Club's Board and shall be directed to vote the majority directives of the Club.
 - 5. The President shall coordinate with each individual Sport Director to monitor progress and issues with each sport and report back to the Executive Board at Executive Board meetings.

B. Vice President (s)

1. The Vice President – Facilities will be responsible for coordinating all practice and game facilities/fields for the Club, coach development and management, and scholarships. The VP – Facilities will also assist the President with sports coordination, discipline issues, and
2. The Vice President – Community Relations will be responsible for all interaction with the public, including website, advertising, event planning, fund-raising.
3. One of the Vice Presidents, as selected by the Board, in the absence of the president, or in the case of the death, resignation, inability or refusal to act or any other reason which may disqualify the President, shall perform all of the duties and have all the powers of the President of the Board.

C. Secretary: The Secretary shall perform both the official recording and corresponding positions.

1. The Secretary shall keep a complete record of the minutes of all meetings of the Board and shall attest to the minutes after approval by the Board.
2. The Secretary shall preserve all record, reports and official documents of the Club.
3. The Secretary shall prepare and send required notices of meetings and proposals either by email, mail or telephone to each member of the Board.
4. The Secretary shall carry on the official correspondence of the Club as directed by the Board.

D. Treasurer:

1. The Treasurer administers and coordinates the accountability of the assets owned by the Club.
2. The Treasurer is responsible for the Club Checking and Savings Accounts, including monthly reconciliation's.
3. The Treasurer administers accounts payable and receivable functions, including payments of invoices and deposits of income for programs.
4. The Treasurer works with each Sport Director to develop a budget and agenda for each season.
5. The Treasurer prepares or oversees the outside accountant to prepare financial statements for the Board Meetings; prepares annual financial statements, if required and the filing of any and all tax related statements.
6. The Treasurer consults with the Board on all matters relative to the Club's financial status.

ARTICLE VIII ELECTIONS

Section 1. Election of the Board of Directors

- A. Nominations for the Board shall be made by existing Board Members to the Secretary two months prior to the June elections
- B. The majority Board in attendance at the final meeting (June) of that particular fiscal year will vote on the nomination slate presented by the Committee. If there are legitimate or just causes for disapproval of a potential Board Member, then nominations will come from the floor.
- C. The Secretary will disclose to the current Board Members the names of the potential Board Members one (1) meeting before the final meeting of the fiscal year (June). The current Board shall have the opportunity by vote to approve or disapprove the slate of potential Board Members for the coming years.
- D. All current Board Members shall be contacted by the Executive Board concerning their continuing service on the new fiscal Board. Their names shall be submitted together with the new nominations as the total slate at the final meeting of the fiscal year.

Section 2. Election of Officers

- A. At the final meeting of the fiscal year, the election of the New Board shall be first. When the new Board has been selected, then and only then can the Slate of Officers for the Club be presented and voted for approval by the Current (retiring) Board only.

ARTICLE IX STANDING COMMITTEES AND SPORT DIRECTORS

Section 1. The Board at its discretion shall appoint the following SPORT DIRECTORS and Standing Committee Chairmen:

Football, Girls Lacrosse, Boys Lacrosse, Boys Basketball, Baseball, Girls Softball, Girls Volleyball, Cheerleading, concessions and any other committee or sport deemed viable by the Board.

Sport registration fees will be waived for Board members serving as Sport Directors and Committee Chairmen.

Section 2. Sport Directors

- A. The before mentioned Sport Director shall coordinate all activities of their respective sports. Each Sport Director shall submit a budget to the Board for immediate approval following the current season for the next fiscal sport season.

- B. The Sport Director of each Sport will submit a list of candidates for AYL Sports Delegate. The Delegate position shall require Board approval.

Section 3. AYL Delegate/Committee

- A. An AYL delegate will be selected for each sport. Responsibilities include attending AYL meetings on behalf of the Spartans, assign teams and develop rosters, manage equipment, and assist the Sport Director in the administration of the sport.
- B. The Sport Director shall have the ability to appoint a sport committee to manage sports with large participation.

Section 4. Equipment Manager

- A. The Equipment Manager shall coordinate the check-out and check-in of all sports equipment by the Sport Director. He or she will be in charge of the lock-up and shall from time to time call a day for needed repair of equipment and clean-up of the lock-up. He or she shall keep a complete inventory of equipment for reference by the Chairperson and or the Board.

Section 5. Technology/Website Chairperson

- A. The Technology/Website Committee Chairperson shall be responsible for maintaining all aspects of the website, including on-line registration processes and communication. Additional responsibilities include researching, purchasing and maintaining all hardware/software required by the store and the Club.

Section 6. Scholarship Committee Chairperson

- A. The Scholarship Chairperson will supervise the Scholarship Committee, collect and evaluate all scholarship applications, and supervise scholarship families in the execution of their volunteer obligations.

Section 6. Fundraising

The Fundraising Chairperson shall be appointed to coordinate activities to help fund scholarships and defray the cost of running the Club in a financially sound and business like manner.

**ARTICLE X
COACH REQUIREMENTS AND RESPONSIBILITY**

Section 1. Coach requirements and training:

- A. Individuals interested in coaching a team (head coach and all assistants) for any of the sports currently offered by the club are required to submit an application to the Sport Director. The application must include a signature granting the club permission to obtain the coach candidate's Colorado Bureau of Investigations background check.
- B. All persons selected to coach a club team (head and all assistant coaches) **MUST** attend a Coaches Development Program which will be offered by the Club. Attendance is required once per calendar year. Coach Certification, also offered by the club, is recommended but not required.
- C. All persons selected to coach a Club team (head and all assistant coaches) **MUST** sign and adhere to the club's published "Coach's Code of Conduct".
- D. The club will offer individual sport training to coaches.

Section 2. Coach removal:

- C. The Executive Board of the club shall have the right to refuse a coach candidate based in the results of the CBI check.
- D. The Board shall have the right to suspend or terminate any coach or assistant coach without cause at its sole discretion. The Sport Director may appoint an alternative coach to any team that has had its coach suspended or terminated.

**ARTICLE XI
TEAM FORMATION**

- A. All team formation is at the sole discretion of the Board, with permission of the player and parents.
- B. The Board, through its standing committees, reserves the right to modify the roster of any team petitioning for or playing in the competitive division of their respective sport to achieve the AYL Board's mandated "Like Kind Competition". The Sport Committee may, at it's sole discretion and with the permission of the player and parents:
 - Evaluate players for inclusion in competitive teams.
 - Move players both into and out of the competitive division.
 - Move players between two competitive teams
 - Require two or more competitive teams to merge together
 - Appoint a head coach to a Select competitive team
 - Classify an existing competitive team as a Select team without tryouts
- C. The Sport Committees reserve the right to hold Select team tryouts for grades 4, 5, 6, 7 and 8 prior to the AYL Notice of Participation date.
- D. Teams playing in the recreational or instructional division of their respective sports will be formed in the following manner:

- Randomly, at the discretion of the Sport Director and coordinator. Random team formation is typical for the younger players and the instructional divisions. Coach and friend requests noted on registration forms will be accommodated whenever possible.
- After grade 4, a prospective coach may request a team by presenting a roster to the Spartans in which at least half of the roster is new players. Formation of this team is dependant upon:
 - No negative CBI check on the prospective coach
 - Inclusion of the team in the Instructional division for their first year of play (e.g., the CFC for football or the A league for baseball).

ARTICLE XI PARLIAMENTARY AUTHORITY

The rules contained in the current edition of “Robert’s Rules of Order Newly Revised” shall govern the Club in all cases to which they are applicable and in which they are consistent with these bylaws and special rules or orders the Club may adopt.

ARTICLE XII CLUB POLICIES

All members of the Club are required to abide by the stated policies of the Club, including but not limited to the grievance policy, refund policy, Parent Code of Conduct, etc. Policies are written and approved by the Board. Loss of membership in the Club based on violation of Club policies is at the sole discretion of the Board.

ARTICLE XIII AMENDMENTS

Amendments may be made to these By-Laws at any meeting or via email by a vote of two-thirds of the Board and no amendment shall be considered unless a copy of the same shall have been included in the advance notice or call of the meeting.