

BY-LAW  
FOR  
EASTSIDE GIRLS LACROSSE CLUB (KNOWN FOR DOC WRITING)

Article I – Name

The name of the corporation shall be Eastside Girls Lacrosse Club (further referenced as the club).

Article II – Mission Statement

Eastside Girls Lacrosse Club is a nonprofit organization dedicated to promoting the game of lacrosse and to providing a safe and fun opportunity for young women in the second through twelve grades who register with the Club to play lacrosse. This program emphasizes the development of self-esteem, achievement, and teamwork by allowing all registered players to participate equally despite past lacrosse experience or current abilities. The program also promotes good sportsmanship, respect for others and skill by progressing through a structured, age-appropriate lacrosse curriculum. The primary aim is development of as many players as possible, as resources allow, at all levels of skill and experience. This nonprofit organization shall be nonsectarian and nonpartisan.

Article III – Affiliation

The Eastside Girls Lacrosse Club shall be affiliated with US Lacrosse and the Washington State Chapter of US Lacrosse.

Article IV – Membership

Membership in the Club shall be by virtue of the annual payment of the player registration fees, alumni membership fees and completion of attendant forms, as determined by the Board of Directors. Each player so registered shall represent one vote which shall be exercised at the discretion of the alumni, player (adult HS player), parent or legal guardians of current player registered as provided herein.

1. Regular members are those families having at least one player on the club lacrosse team.
2. Alumni members are those former players wishing to pay the annual membership dues.
3. Failure of any Member to abide by these By-Laws and the policies adopted by the Board of Director shall subject that Member to disciplinary action up to and including suspension as decided by the Board of Directors.
4. Any Member subject to disciplinary action shall have the right to appeal that decision to the Board for reconsideration and to the General Membership as provided for in these By-Laws.

Article V – Finance

Annual registration and/or team fees shall be approved by the Board of Directors on an annual basis at the fall Board of Directors meeting. Annual fees and registration shall fund the annual budget for the club and be managed by the Board of Directors. High school and youth program registration fees shall be set so that each program funds its basic costs. Scholarship availability and any awards thereof shall be entirely at the sole discretion of the Board of Director annually.

No member or officer of the club may incur any expense or debt in the name of the Club without approval or authorization from the Board of Directors

#### Article VI – By-laws and Amendments

Once adopted by the General Membership, these By-Laws can only be amended by the General Membership.

1. Amendment to the By-Laws must be presented in writing to the General Membership at least three weeks prior to any regularly scheduled General Membership Meeting.
2. Amendments to the By-laws shall require a two-thirds (2/3) vote of the General Membership in attendance for passage at a General Membership Meeting.
3. Any policy or decision enacted by the Board may be overturned by a two-third (2/3) vote of the General Membership at either a General Membership Meeting or a Special Membership Meeting.
  - a) Any motion to overturn such a policy or decision must be endorsed by a minimum of one-third (1/3) of the General Membership and be presented in writing to the General Membership at least three weeks prior to any regularly scheduled General Membership Meeting.
  - b) If the policy subject to overturn was enacted less than one month before any regularly scheduled General Membership meeting, the time deadline for presenting a written motion is reduced to 10 days.

#### Article VII – Meetings

Section1. ANNUAL MEETING. General membership meetings shall be held during the months of January and June of each year, on a date selected by the President, for the purpose of electing Directors for the Board of Directors and for the transaction of such other business as may come before the meeting. The day fixed for the annual meeting shall not be a legal holiday and shall be at a reasonable time.

Section 2. SPECIAL MEETINGS. Special meetings of the Members for any purpose, unless otherwise prescribed by stature, may be called by the President or by the Board of Directors or shall be called by the President at the request of any three (3) Members of the Club or at the request of any two (2) Directors.

Section 3. PLACE OF MEETING. The Board of Directors may designate the place and time of meeting for any annual meeting or for any special meeting. In the absence of a designation by the Board of Directors, the President may designate the place of meeting.

Section 4. NOTICE OF MEETING. Written or printed notice stating the place, day, and hour of the meeting, and in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten nor more the fifty days before the date of the meeting, either personally or by e-mail or by United States mail, by or at the direction of the President, or Secretary, or officer or person calling the meeting to each Member. If e-mailed or sent by United States mail, such notice shall be deemed to be delivered when notice is sent or deposited in the United States mail, with postage prepaid, and addressed to the Member at his or her address as it appears on the last application, notice need only be given to one parent, although both parents may appear at a meeting and vote as a single Member.

Section 5 QUORUM. A majority of the Members shall constitute a quorum

Section 6 PROXIES. At all meeting of Members, a member may vote by proxy executed in writing by the member or by his or her duly authorized attorney in fact. Such proxy shall be filed with the respective Secretary before or at the time of the meeting. No proxy shall be valid after one (1) month from the date of its execution unless otherwise provided in the proxy.

#### Article VIII – Board of Directors

Section 1. GENERAL POWERS. The Board of Directors shall manage the business and affairs of the Club.

1. Such operations could include, but not be limited to:
  - a) the establishment of annual registration fees;
  - b) Policy re: Movement of teams between divisions;
  - c) Policy re: Admission of new teams;
  - d) policy re: Team roster requirements;
  - e) Policy re: Player Eligibility and team assignment
  - e) Policy re: Team roster requirements;
  - f) Policy re: Coaching qualifications and compensation;
  - g) Policy re: Discipline for players, coaches, teams;
  - h) Policy re: field/equipment/uniform requirement;

Section 2. NUMBER TENURE AND QUALIFICATIONS. The number of Directors of the club shall not be less than three (3) or more than nine voting positions. Directors shall be elected at the annual meeting. **The voting members shall consist of Youth VP, High School VP, Secretary, Treasurer, Fundraising, Youth-at-large, High School-at-large and Registrar. The President will be a voting member in the case of a tie vote.** The Coaching Director will not be voting member but will represent the coaches in the Club. The term of office of each Director shall be for two years with the exception of At-large positions whom will serve one (1) year terms.

Section 3 ELECTION AND TERM OF OFFICE. THE BOARD OF DIRECTORS SHALL ELECTED BY THE GENERAL MEMBERSHIP. Each officer shall hold office until his or her term has expired. Every effort shall be made to fill the position from inside the membership.

Section 4. REGULAR MEETINGS. Regular meeting of the Board of Directors shall be held without notice, other than provided by these By-law, after the annual meeting of Club Members. The

respective Board of Directors may provide, by resolution, the time and place for holding regular meetings without other notice than such resolution.

Section 5. SPECIAL MEETINGS. Special meeting of the Board of Directors may be called by or at the request of the President or any Director of the Board. Special meetings and votes may occur via email with 100% constituting a quorum.

Section 6. NOTICE. Notice of any Directors' meeting shall be given at least 48 hours before the time fixed for the meeting, by written notice delivered personally, by e-mail, or by US mail to each Director at his or her residence Any Director may waive notice of any such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business to be transacted nor the purpose of any regular or special meeting of the respective Board of Directors need be specified in the notice or waiver of notice of such meeting.

Section 7. QUORUM. One-half of the number of Director shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. If less than one-half of the Directors are present at a meeting, no business may be transacted.

Section 8. BOARD DECISIONS. The act of the majority of the respective Directors present at a meeting at which a quorum is present shall be the act of the respective Board of Directors.

Section 9. VACANCIES. Any vacancy occurring in the board of Directors including any vacancy to be filled by reason of an increase in directorship may be filled by the affirmative vote of a majority of the respective Directors. A Director elected to fill a vacancy shall be elected for a term of office until the next annual meeting of the Club members and the election and qualification of his or her successor.

Section 10. COMPENSATION. No compensation shall be paid to any Director for their services as a Director.

Section 11. REMOVAL OF DIRECTORS. Any director can be removed, with or without cause, by an affirmative vote of the majority of the Members at any regular or special meeting.

#### Article IX – Officers

Section1. NUMBER. The officers shall be President, Vice President of Youth, Vice President of HS, Secretary, Treasurer and such officers shall be the Executive Committee of the Board of Directors. The same person, except the offices of President and Secretary, may hold any two or more offices. Only parents of current players are allowed to be officers.

Section2. COORDINATION. The Executive Committee shall meet annually to coordinate policies and procedures for the club's administrative and account function.

Section 3. REMOVAL. The Board may remove any officer or agent elected or appointed by the General Membership whenever in its judgment the best interest of the club would be served hereby.

Section 4. VACANCIES. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

Section 5. COMPENSATION. No compensation shall be paid to any officer for their services.

#### Article X – Execution of instruments

Section 1. Contract. The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Club, and such authority may be general or confined to specific instances. Such authority shall be documented in the minutes of the Board of Directors.

Section 2 LOANS. No loans shall be contracted on behalf of the Club and no evidences of indebtedness shall be transacted in its name unless authorized by a resolution of the Board of Directors. No loans of Club funds shall be made to any member, officer or coach.

Section 3. CHECK AND DRAFTS All checks, drafts or other orders for the payment of money or notes issued in the name of the Club shall be signed by such respective officer or officers, agent or agents of the Club and in such manner as shall from the time be determined by resolution of the Board of Directors. To avoid possible conflict of interest, none of the officers authorized to sign checks may be related to one another either through marriage or birth.

Section 4. DEPOSITS. All income received by the Club shall be promptly deposited to the credit of the Club in such banks, trust companies, or other depositories selected by the respective Board of Directors.

Section 5. RESOLUTION OF ANNUAL BUDGET. The annual budget shall be reviewed and approved by the Board of Directors at the winter meeting every year for the upcoming season.

#### Article XI – Coaches

Section 1. ELIGIBILITY. The Varsity Coach/Director of Coaching must be at least 21 years of age as of the first day of practice and cannot be a parent or guardian of a registered player without the approval of the Board of Directors. Other coaches for the Varsity and JV program must be at least 18 years of age of the first day of practice. Parent or guardians of registered players shall only fill other high school positions on an interim basis, and/or with final approval by the Head Coach and Board of Directors. Every effort shall be made to obtain coaches that are not parents or guardians of registered High School players.

Youth coaches must be 18 years of age and/or have appropriate experience prior to the first day of practice. Prospective Head Youth Coaches with appropriate lacrosse experience and background – either as a player or as a Youth Coach, will be given precedence over those with

no lacrosse experience upon discretion and recommendation of the Coach Selection Committee with final approval by the Director of Coaching.

All Coaches shall apply for and maintain membership, at the expense of the Club, in US Lacrosse.

High School and Youth potential coaches shall complete and submit the following forms:

1. Coaches Application Form
2. Submit to and complete the Request for Conviction Criminal History Record (RCW 10.97) form to complete a background check, or obtain confirmation of current approval recorded on file with the Washington State Patrol.
3. All coaches will complete a Eastside Girls Lacrosse Code of Conduct form and agree to state mandated concussion rules/regulations
4. Agree to participate in CPR and first aid training,
5. Participate in coach development training.

Section 2. SELECTION OF COACHES. The Board of Directors shall select the Coaching Director and coaches. The Varsity Head Coach/ Coaching Director can select any/or all coaches with final acceptance by the Board upon recommendation by the coach selection committee as elected by the Board of Directors. The Coaches shall serve at the pleasure of the Board of Directors.

Section 3. REMOVAL AND/OR SUSPENSION OF COACHES. The Board of Directors may remove or suspend any coach at any time, whenever in the judgment of the Board the interest of the corporation will be served thereby. The removal or suspension of a coach at any time shall require two-thirds (2/3) of the total number of the Board of Directors. A special meeting of the board shall be called for that purpose. Notice of the proposed removal of a coach must be given to such coach not less than twenty-four (24) hours prior to the meeting at which such removal is to be voted upon. Such notice to a coach must state the cause for the proposed removal. The Varsity Head Coach/ Coaching Director is given the authority to recommend removal of any coach to the board with appropriate cause. Any coach may be suspended immediately by the President of the Board of Directors or Director of Coaching in instances of player safety or welfare issues.

A coach or administrator who is under suspension for any reason may not attend any Club function or activities. A suspended Coach may not have any contact with the coaching staff or players. A suspended Coach may not attend any practices. A suspended Coach may attend a game as a parent, provided there is no contact with the team. Suspension of any coach by the President or Director of Coaching are to be ratified by the Board at its next regular meeting, or at a special meeting to be held within 7 days of the action by the President, or as soon thereafter as possible. Also, the president must notify the Board Members of said action immediately.

Any Coach who has been suspended or removed may appeal the Board's decision within fourteen (14) days after notification. It is required that the suspended Coach contact the Board President within that time period with a written appeal that specifically addresses the cause(s) for dismissal. The Board President will call a Special Meeting of the board of Directors to review the appeal within seven (7) days after it has been received. A second Special Meeting of the Board that includes the Coach will take place at which time the Board must vote with a two-

thirds (2/3) majority to restore any Coach to their previous position. There is no second appeal process.

## Article XII – Code of Conduct

Section 1. GENERAL. The high degree of ethical conduct is expected of all participants in the program. This includes strict adherence to both the spirit and the letter of the rules and regulations of this program. The use of alcohol, illegal drugs, and/or tobacco during practices and games is strictly prohibited. Depending on the degree and nature of the violations, penalties from suspension to expulsion of any adult or player from the program by the Board or Coach may be used. In accordance to the code of conduct policies adopted by the Club and signed by all parties:

### Section 2. COACHES.

- Show respect for players, parents, coaches, opponents, and umpires
- Follow the rules of the sport at all times
- Accept the decisions of contest officials
- Avoid offensive gestures or language
- Display modesty in victory and graciousness in defeat
- Avoid public criticism of game officials/participants
- Teach sportsmanship and citizenship
- Abide by the guidelines and rules as set forth in the Coach Contract

### Section 3. STUDENT ATHLETES.

- Show respect for teammates, parents, coaches, opponents, and umpires
- Accept the decisions of contest officials
- Avoid offensive gestures or language
- Display modesty in victory and graciousness in defeat
- Learn the rules of the game
- Show respect for public property and equipment

### Section 4 SPECTATORS/PARENTS.

- Show respect for players, parents, coaches, opponents and umpires
- Work cooperatively with contest officials and supervisors in keeping order
- Refrain from crowd booing or making negative comments about officials or participants
- Focus on encouragement
- Stay off the playing field or contest area at all times
- Show respect for public property

## Article XIII – Fiscal year

The fiscal year of the club shall be from September to August.

## Article XIV – Seal

No Corporate seal shall be required for the corporation

#### Article XV - Non-Liability

The Board of Directors, its Officers and Representatives of the Club all serve as volunteers and shall not be personally liable for the debts, liabilities or other obligations of the Club.

#### Article XVI – Dissolution

Upon the dissolution of the Club and after paying or making provision for the payment of all the liabilities of the Club, the Board of Directors shall dispose of all the assets of the Club exclusively for the purpose of the Club in such manner, or to such organization(s) organized and operated exclusively for charitable, educational, religious, scientific purposes that shall at the time qualify as an exempt organization(s) under Section 501c(3) of the code (or the corresponding provision in any future United States Internal Revenue Law), as the board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Superior Court of the State of Washington for King County, exclusively for such purposes, to such organization so as said court shall determine which are organized and operated exclusively for such purposes and qualify as exempt organizations under Section 501c(3) of the code(or corresponding provision in any future United States Internal Revenue Law)

#### Article XVII – Waiver of Notice

Whenever any notice is required to be given to Member or Director of the Club under the provisions of these By-laws or under the provisions of the law, a waiver thereof in writing, signed by the person(s) entitled to such notice., whether before or after the time stated therein shall be deemed equivalent to the giving of such notice.

I certify that these By-Laws were adopted by the Eastside Girls Lacrosse Club (formerly known as Lake Sammamish Lacrosse Club) General Membership on the 10<sup>th</sup> day of March 2013.