

Raynham Youth Lacrosse League

By-Laws v4

Last edit: 2018 Season

1.0 Article One – “The Association”

- 1.1 ***Name:*** The name by which the organization shall be known as is “Raynham Youth Lacrosse League,” (RYLL). The RYLL is a non-profit organization. RYLL is a member of Old Colony Lacrosse League (OCL). These by-laws, the powers of the Directors and Officers, and all the matters concerning the conduct and regulations of the RYLL, shall be set forth in the Articles of the Organization.
- 1.2 ***Fiscal Year:*** The fiscal year of the RYLL shall commence on January 1st and end on December 31st. Unless otherwise specified herein, all terms, offices and appointments will commence and/or expire on those dates and all accounting and reports will be due as of October 1st each year.

2.0 Article Two – “Association Membership”

- 2.1 ***Board of Directors:*** Board of Directors of the RYLL will be considered members of the Standing Board of Directors. Executive Officers, Board Eligible Coaches, and the Director of Operations, duly elected Board of Directors and the Director of Operations must participate in at least $\frac{3}{4}$ of RYLL meetings and events. Board Eligible Coaches must have coached for at least one full year and participated in a minimum of $\frac{3}{4}$ of the scheduled practices and games. The President of the RYLL will resolve any dispute regarding the eligibility of a Board Eligible Coach.

3.0 Article Three – “Board of Directors”

- 3.1 ***Functions:*** The property, affairs and business of the RYLL shall be managed by the Board of Directors, who may exercise all powers of the Association as are allowed by these by-laws. The Board may delegate such powers and duties as they see fit, to the extent not provided otherwise by these by-laws. A Board position can only be filled if the nominee has served a minimum of one season with the RYLL Volunteer Committee and/or coached for one season. Exceptions can be made if voted on by the current Board of Directors for that season.
- 3.2 ***Board of Directors Executive Officers:*** Board of Directors Executive Office shall consist of the following positions: President, Vice President, Treasurer, Secretary and Registrar. There must be at least one Board of Directors Officer position held by a “non-coach”. There must be at least one Board of Director Officer position held by a “coach”.
- 3.3 ***Annual Meeting:*** The Annual Meeting shall be conducted at the conclusion of the season and before the start of the new fiscal year. The purpose of the Annual Meeting is to review the previous year, set forth initial plans for the coming year, and to elect a new Board of Directors.
- 3.4 ***Election to Board of Directors Executive Office:*** The RYLL Board of Directors will elect the Executive Officers during the Annual Meeting. Nominations will be submitted to the President at least two (2) weeks before the Annual Meeting. The President will distribute the Nominations to the Board of Directors at least one (1) week before the Annual Meeting. During

the Annual Meeting, each nomination put forward must be seconded. The Board of Directors will vote each Office on via secret ballots. Election to each position will be based on simple majority.

- 3.5 **Term of Office for President:** The term of office for the President shall be a two year term, one as President-elect and one year as the active president.
- 3.6 **Term of Office for the Treasurer:** The term of office for the Treasurer will be two (2) years.
- 3.7 **Other Terms of Office:** The term of office for the Vice President, Secretary, Level Coordinators, and Director of Operations shall be two (2) years.
- 3.8 **Re-Election:** There are no limitations to the number of times that a Board of Director Officer may be re-elected.
- 3.9 **Resignation and Removal:** An Executive Officer of the RYLL Board of Directors may resign by presenting written notice to the Board of Directors of the RYLL. An Executive Officer may be removed from office with a 2/3 vote of the Board of Directors of the RYLL. In the case of removal or resignation the President will call an emergency special election at the earliest possible opportunity. If the termination or removal involves the active president then the Vice-President will act as the President until an emergency special election can be held.

4.0 Article Four – “Meetings and Votes”

- 4.1 **Meetings:** Meetings of the RYLL’s Board of Directors may be held at such times and places as agreed to by the Board of Directors.
- 4.2 **Quorum:** All votes during a meeting require a quorum. A quorum will be considered at least five (5) members of the Board of Directors of which a majority must be coaches.
- 4.3 **Voting:** Votes are taken at meetings and require a quorum. Votes are based on Robert’s Rules. All items to be voted on are required to have a Voting Member put the item before the group for consideration. Another member of the Board of Directorship must second the item. A simple majority is required to pass an item. A two-thirds (2/3) majority is required for changes to the by-laws or the removal of member of the Board.

5.0 Article Five – “Powers and Duties of Executive Officers”

- 5.1 **President:** The president shall be elected at the Annual Meeting for a minimum of two (2) years, one as President-elect and one (1) year as President. If the President is reelected the President will continue to serve a one-year term and there would be no president-elect. The President shall be the chief executive officer of the RYLL and shall have general supervision and direction of the affairs of the RYLL. The President shall preside at all meetings of the Board of Directors and shall supervise the work of all the officers and committees. The President shall have power to endorse for deposit or collection, all notes checks, and drafts to the RYLL. The President shall attend or designate a Board Member to attend all appropriate OCL meetings.
- 5.2 **Vice President:** The Vice President shall be elected at the Annual Meeting for a two (2) year term of office. The Vice President shall stand in for the President at such times that the President is unavailable.

5.3 **Treasurer:** The Treasurer shall be elected at the Annual Meeting for a two (2) year term of office. The Treasurer shall be the chief financial officer of RYLL. The Treasurer shall manage and invest the funds of RYLL (with advice and consent of the Board of Directors of the RYLL) and have general charge of the financial affairs of the association. The Treasurer shall keep accurate books of account and make the books available at reasonable times to any members of the Board of Directors Executive Committee. The Treasurer shall have the power to endorse for deposit of collection all notes, checks, drafts and other obligations and orders for payment to RYLL. The Treasurer shall be responsible for the payment of all appropriate bills and other obligations of RYLL. The Treasurer shall prepare a yearly financial report on the financial status of RYLL. The Treasurer shall prepare or oversee all filings required by the Commonwealth of Massachusetts, the IRS, or other federal and state agencies. If at any time the Treasurer is absent or unable to serve, the President shall have all of the powers given to the Treasurer by these by-laws.

5.4 **Secretary:** The Secretary shall be elected at the Annual Meeting for a one (1) year term of Office. The Secretary shall be responsible for creating and distributing meeting agendas, Concise record of meetings, and general communication to Board Members.

5.5 **Registrar:** The Registrar shall be elected at the Annual Meeting for a two (2) year term of office. The Registrar shall be responsible for coordinating and assisting the registrations of all participants of RYLL. The Registrar will also be responsible for proper completion of all forms by the participants, and submitting a list of RYLL participants to US Lacrosse (if applicable). The Registrar will assist in providing a final participant list and information to the Board of Directors, Level Coordinators and Head coaches, so final rosters for each age group and gender, can be compiled.

6.0 **Article Six – “Other Board Of Director Positions”**

6.1 **Director of Field Operations:** The Director of Field Operations shall be elected at the Annual Meeting for a one (1) year term of office. The Director of Field Operations will be responsible for all non-coaching, non-financial matters involving RYLL. Such activities include but are not limited to logistics involving practice and game field, schedules, and communications. The Director of Field Operations will also coordinate all field issues with the town (Raynham Park & Recreation), and prepare practice and game fields for play. Such activities include, but not limited to lining practice and game fields, managing the lacrosse field equipment, (nets, cones, etc.) and also communicating any field issues with the Board of Directors.

6.2 **Level Coordinators:** There shall be one level coordinator for each age group, (U15, U13, U11, & U9) for the boys divisions. The Level Coordinators shall be elected at the Annual Meeting for a one (1) year term of office. The Level Coordinator will be the primary contact and source of communication for each of teams at their age group. The Level Coordinator will also be responsible for, and overseeing, such things as assigning additional games, confirming all game locations and times. The Level Coordinator will be required to work with the Registrar and/or Head coaches to finalize team rosters.

6.2 **Equipment Director:** The Equipment Director shall be elected at the Annual Meeting for a one (1) year term. The Equipment Director will oversee inventory and manage all necessary equipment needed for RYLL program. Such activities include but are not limited to, field

equipment, uniforms, goalie equipment, first aid supplies, and RYLL apparel. All potential equipment needs must be submitted to the Board of Directors for approval by a majority vote. Upon approval by the Board of Directors, the Equipment Director will be granted purchasing power from the Treasurer or President to proceed with the equipment purchase.

6.3 Scheduling Director: The Scheduling Director shall be elected at the Annual Meeting and serve a one (1) year term. The Scheduling Directors responsibilities include, but are not limited to, attending any league scheduling meeting, working with Head Coaches on weekly practice schedules and additional midweek game schedules. Any practice or game schedule changes must be coordinated with the scheduling director, which in turn, will be coordinated with Raynham Park & Recreation Dept. for field availability.

7.0 Article Seven – “Disciplinary Committee”

7.1 Disciplinary Committee: A Disciplinary Committee will convene when there has been an official complaint (a complaint that is investigated and validated by at least one other source) brought against a player, coach, parent or any member of the RYLL. The Disciplinary Committee will consist of the President, Vice President, Treasurer, Secretary, Registrar and the Level Coordinator pertaining to the complaint. The Presidents sole responsibility will be to facilitate the discussion regarding the complaint or case. The six (6) members of Disciplinary Committee will discuss and evaluate each complaint or case using the standards set forth by the Code of Conduct (Player Conduct, Coaches Conduct, and Parent Conduct). Each situation will be evaluated on severity of the violation, previous situations and/or findings in past complaints or cases. Any complaint or case, involving a RYLL player ejected from a game, will automatically be evaluated by the Disciplinary Committee. The committee will respond to any complaint or ejection from a game within one week.

7.2 Disciplinary Action: The Disciplinary Committee will evaluate each case individually and a decision made within a week. A Vote will be taken by only 5 of the 6 Disciplinary Committee members, excluding the President, whereas a simple majority vote will be taken. Disciplinary action taken will be based on severity of the case or complaint. This could range from a written warning letter to the player, parent, coach or any member of RYLL, for less severe issues, or a one (1) to three (3) game suspension for more severe violations. More severe infractions, disciplinary actions could include suspension or removal from the program for the remainder of the year. Any player removed from the program, due to disciplinary action taken, must meet with the Disciplinary Committee with their parents present, prior to returning to the RYLL the following season. Parental disciplinary issues will follow the same process outlined above. Parents may be banned from attending practices/games if the Disciplinary Committee decides. For more severe cases the child may be removed from the team and the family removed from the RYLL program until meeting with the Disciplinary Board prior to return. Any issue reported by a game official, opponent team’s coach and/or opponent team parent is subject to a Disciplinary investigation.

8.0 Article Eight – “Amendments”

8.1 Amendments: The by-laws may be altered, amended, or repealed in whole or part, by a two-thirds (2/3) vote of a quorum of the RYLL Board of Directors. Any proposed changes to the by-laws must be submitted in writing to the Board of Directors at least on (1) month in advance of a vote on the proposed change.

9.0 Article Nine – “Rules of Operations”

9.1 **US Lacrosse Members:** All participants must be registered with US Lacrosse. Players who register with RYLL, the organization will pay the US Lacrosse registration, which is included in the registration fee.

9.2 **Coaching Opportunities:** Any prospective head coach must submit in writing their desire to coach a team to include, age group and gender, prior to the coaches nomination and election meeting. Coaches are voted in by the term of a silent ballot consisting of the Board of Directors. Election to each coaching position by a simple majority vote. Coaches’ nomination and election meeting will be held at the first Board of Directors meeting in December. Elected head coaches must submit no more than three assistant coaches’ names to be approved by the Board of Directors and a standard CORI check.

Revision History

Version	Date	Affected Change
2	10/1/2010	Amendments
3	12/5/2013	Added Section 6.4 Director of Girls Program
4	6/28/18	Removed references to MBYLL – replaced with OCL Updated 7.2 Disciplinary policies Updated 4.1 Board Meeting scheduling Removed 6.4 and references to Girl’s Lacrosse program