

CLUB BYLAWS

OFFICIAL BYLAWS OF THE SALAMANCA YOUTH WRESTLING CLUB

Adopted March 10, 2005

ARTICLE I - NAME

Section 1 - The organization shall be known as Salamanca Youth Wrestling Club, located in the city of Salamanca, in the state of New York.

ARTICLE II - PURPOSE

Section 1 - To increase the awareness and participation in the sport of wrestling in Salamanca. This is accomplished by developing and promoting a basic understanding and appreciation of wrestling on part of both parents and youngsters, and to prepare both for the next levels of wrestling in Salamanca's middle and high school programs.

Section 2 - To supervise, sponsor, and financially assist a disciplined and competitive program of wrestling.

Section 3 - To develop in members, the ideals of good sportsmanship, honesty, and respect for authority.

ARTICLE III - MEMBERSHIP

Section 1 - Any youth age 5 through 16 (except if attending high school) desiring active membership will be registered at the open registration in November. Registration of wrestlers younger than age of 5 must have approval of head coach.

Section 2 - Membership in the organization requires payment of an annual membership fee which will be determined by the Board prior to the start of each season; presentation of a copy of the applicant's birth certificate; and completion of the club's membership application and medical forms by a parent or legal guardian.

Section 3 - Membership period shall be from November 1st through October 31st of the following year.

ARTICLE IV - OFFICERS

Section 1 – The Board shall consist of the following 9 positions: President, Vice President, Secretary, Registrar/Treasurer, Financial Secretary, Fund Raising Coordinator, Equipment Manager, Head Coach, and Advisor.

Section 2 – Officers shall be elected annually by a simple majority of those present at a December general meeting, which shall include all current officers, coaches, and parents of registered wrestlers.

Section 3 – The position held by the head wrestling coach shall be a non-elected position.

Section 4 – Officers shall hold office until: (a) a successor is duly elected, (b) death or disability, (c) resignation, (d) removed from office by a 2/3 majority of all voting members.

Section 5 - Vacancy for any reason shall be filled by appointment of the remaining officers until the next general December meeting.

ARTICLE V - DUTIES OF OFFICERS

Section 1 – President – The President shall supervise all the club's business affairs, and enforce all the rules of the club. He/she shall preside at all board and general meetings and assure that orderly and complete meetings are conducted.

Section 2 – Vice-President – The Vice-President shall assist the President in the performance of his duties. In the absence of the President, the Vice-President shall perform the duties of the President. The Vice-President shall also perform other duties as assigned by the President.

Section 3 – Secretary – Records the minutes of all meetings and prepares a copy of such minutes for permanent record, and for each member present at the next meeting. The Secretary is also responsible for the correspondence of the club as deemed necessary. Upon notification by the President, the Secretary shall notify all members by phone, mail, or by personal contact of the time and place of all

meetings, other than those regularly scheduled in advance and already published or posted.

Section 4 – Treasurer /Registrar - Maintains the financial records of the Club, and prepares checks as directed by the Board or President. The Treasurer shall make timely bank deposits, and give a current financial report at each meeting. The Treasurer shall be signer on checks issued in behalf of the Club. Registers all new members; collects membership fees; maintains file of copies of birth certificates for each member; sees that all paperwork is filled out and complete.

Section 5 – Financial Secretary – Helps Treasurer maintain accountability of all accounts. Point of contact for all tournaments held by club, and accepts all registration fees for said tournaments.

Section 6 – Equipment Manager – Issues club singlets to each registered member prior to his first tournament, and maintains a record of same; collects club singlets from members when they are through wrestling for the season; notifies Secretary to bill members who have failed to return their singlet at the end of the season; arranges for club shirts and sweats for those members wishing to purchase them; reports to Board annually on the quantity and condition of the club's singlets, and makes recommendations concerning the purchase of new ones.

Section 7 – Advisor – Duties will be defined and assigned as needed and determined by the Board. The advisor position should be held by an individual who would be representative of the majority of parents, and who have skills and/or experience that would enhance the Club's objectives.

Section 8 – Fund Raising Coordinator – Coordinates all fund raising activity. This is to include placing ads in newspapers, coordinating with local businesses and recruitment of volunteers. Will work with President and Treasurer to set fund raising goals, and accomplish said goals.

ARTICLE VI - MEETINGS

Section 1 - The Club's board of directors shall meet at least monthly from September through May, or as necessary to effectively conduct the orderly business of the club.

Section 2 - Upon notification by the President, the Secretary shall notify all members by mail, newsletter, phone, or in person, of the time and place of all meetings, other than those regularly scheduled, at least 5 days in advance.

Section 3 - All general meetings and discussions of the Board shall be open to any member or other member. In the case of discipline matters, the Board shall have the option of meeting in private "executive session".

Section 4 - The elected members of the Board shall be the voting members of the Club. The Board, on its own, or by proposal from the floor, may vote either to poll all present on a specific issue before casting their votes on an issue, or may vote to accept the results of a majority vote by all present.

Section 5 - All meetings shall be run in an orderly manner. No member may have the floor for discussion unless recognized by the president or presiding person.

Section 6 - Minutes of all meetings shall be recorded and made available in writing at the next official meeting. Copies of all meeting minutes are to be maintained for future reference.

ARTICLE VII -QUORUM

Section 1 - A quorum shall consist of at least a minimum of a simple majority (5) of the elected members of the Board in order to conduct ordinary business.

ARTICLE VIII - ELECTIONS

Section 1 - Elections for new officers will be held at a December general meeting each year by a simple majority of those present, which includes all current officers, coaches, and parents of registered wrestlers. In the case of more than one candidate for a position, election will be by hand count.

Section 2 - A nominating committee, appointed by the President, shall meet prior to the election meeting to prepare a slate of candidates for office. Nominations will also be taken from the floor by any members

present. All nominees must be present for nominations, and must agree to serve.

Section 3 - An election will be held for each contested office, with the President and Secretary responsible for counting of the votes.

ARTICLE IX - FINANCES

Section 1 – Contracts - Only the Board may authorize contracts on the part of the organization.

Section 2 – Loans - No loans may be contracted on behalf of the Club, and no evidence of indebtedness shall be issued in its name.

Section 3 – Checks - All checks of any amount require two signatures. Those approved to sign checks include the Treasurer, Financial Secretary or President. All checks need approval by the President or Vice-President.

Section 4 – Deposits - All funds of the Club not otherwise employed for its purposes shall be deposited from time-to-time to the credit of the Club in such banks or other depositories as the board may direct.

Section 5 – Reimbursement – All reimbursable expenses must have prior approval of the board, except in emergencies. If any full member, officer, or coach seeks reimbursement, he/she must submit all receipts.

ARTICLE X - DISCIPLINE

Section 1 – Method of Procedure - Any member or members having a complaint against another member for the infraction of any provision of these bylaws or Club rules, as for conduct injurious to the welfare of the Club, may report the same in writing to the Board. Such complaint shall set forth the facts in the case, together with the names of the witnesses, if any. After receiving such complaint, a meeting of the Board shall be held as soon as practicable to investigate the same. The complainant or complainants, and the member of the complained of, shall receive at least seven (7) days notice, of such meeting, and may be heard with their witnesses. The statements and evidence shall be reduced to writing and filed with the Secretary, and then mail copies thereof to the complainant or complainants, and to the member complained of. An

appeal from the decision of the Board may be taken to the club's general membership within seven (7) days thereafter, by serving upon the Secretary a written notice of such appeal. A special meeting shall thereupon be called for the consideration of the case, and a two-thirds vote shall be necessary to reverse the decision of the Board.

XI. Fund Raising and Fund Distribution

Section 1 – The club shall hold a minimum of one fund raising event per year, primarily in the form of a Youth Novice wrestling tournament, a program ad sales campaign, or a sub sale. The tournament, if held, shall be called the Annual Salamanca Novice Wrestling Tournament, and shall be held in Salamanca, NY.

Section 2 – Money raised by the club through any activity shall help: defray tournament equipment costs and related club items, and can also be used to defray travel costs for club members who wish to attend and compete at national or international events.

Section 3 – All full members shall be entitled to the same amount for attending an event unless the club travels to the event and stays at the event as a team. In this case, only a minimum stipend as determined by Treasurer / Financial Secretary shall be provided to members who do not travel and stay with the team.

Section 4 – Should the club receive sponsorship money as a non-profit organization, this money shall be used not only for those items from *Section 1* above, but also for such items as uniforms, T-shirts, and entry fees at team sponsored events. Team sponsored events are those events at which team scoring is computed. No individual member shall profit from funds received by the club.

XII. Head Coach / Assistant Coaches

Section 1 – The head coach will be appointed by a simple majority vote of all Officers in November. Once the head coach is appointed, he/she will hold the position until he/she resigns or is voted out by the officers with a super majority (7 votes out of 9).

Section 2 – Assistant Coaches will be appointed by the Head Coach, and approved by the officers. Assistant coaches will be reappointed on

a yearly basis. The maximum number of assistant coaches shall not exceed five (5)

Section 3 – The club will pay for any and all expenses (except for mileage and food) for the head coach and his/her assistant(s). This includes but not limited to, any membership fees (AAU, WUSA, etc...), entrance fees, and hotel expenses. Receipts must be turned into the Treasurer before any reimbursement can be made.

XIII. Background Checks

Section 1 – The club has the duty to protect all parties involved with this organization, but most importantly, the children. Therefore, the club has the right, and duty, to perform background checks on all coaches.

Section 2 – All background checks will be kept confidential and discussed in “executive session”.

Section 3 – If anything detrimental is discovered in the background check, the person shall be notified in writing by the President. A meeting of all officers and coaches will be held within two (2) weeks of notice, and a vote of removal must be held at the meeting.

XIV. Amending this Constitution and Bylaws

Section 1 – This document may be amended at any time during the fall season when regularly scheduled practices are in session.

Requirements for amendment are as follows:

A. A formal announcement to the general membership is made 30 days prior to the voting date.

B. Two-thirds (2/3) of the full members present vote in favor of the amendments.