

LAKE STEVENS LACROSSE CLUB

BYLAWS

**Lake Stevens Lacrosse Club
Lake Stevens, Washington**

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About this Document: This document amends and modifies the By-Laws of the Lake Stevens Lacrosse Club (herein “LSLAX”). Upon Board ratification of these By-Laws all approved modifications will be incorporated into this document except where defined as an exhibit or attachment hereto. Any prior By-Laws are null and void upon the ratification of this instrument by the Board of Directors. The single prior version will be maintained by the Board. Any future proposed By-Law changes shall be drafted on a Proposal Copy of this document. The proposal copy shall include the word “PROPOSED” watermarked diagonally on every page. The proposed additions in a font and format distinguishing from the original language (*example*) and excisions indicated with a strikethrough (~~example~~). The proposed modification should be placed within or after the Article to be modified. If the modification is an entirely new Article the new language should be included adjacent to the most logical location within this document as well as a proposed Table of Contents notation. Proposal Copies will be provided to each board member for review and vote in accordance with the rules established within this document.

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ARTICLE I - NAME, ORGANIZATION, & TERRITORIAL LIMITS

Section 1 - Organization Name

- The name of this organization shall be incorporated as Lake Stevens Lacrosse Club, herein referred to as "LSLAX."

Section 2 - Creation and Date of Incorporation

- LSLAX was created on April 19, 2018. LSLAX incorporated as a Non-Profit Corporation on October 16, 2023.

Section 3 - Territorial Limits

- LSLAX is subject to the territorial limits as determined by applicable associations North Sound Youth Lacrosse ("NSYL") and Washington High School Boys Lacrosse Association ("WHSBLA").

Section 4 - Incorporation Term

- The term of incorporation shall be perpetual.

ARTICLE II - PURPOSE

Section 1 - Purpose

- The purpose of LSLAX shall be to promote and expand the love of lacrosse within Lake Stevens and its territorial limits. By supporting both boys and girls of all ages to grow as a club and as a family. The pillars guiding this purpose are as follows:
 - *Sportsmanship*
 - Respect for one's opponent and graciousness in winning or losing.
 - *Integrity*
 - Fairness, ethics, and honesty.
 - *Respect*
 - Honoring the sport of Lacrosse, teammates, opponents, and officials.
 - *Teamwork*
 - Working together towards a common goal with the understanding to put the needs of the group ahead of oneself.
 - *Leadership*
 - To influence, motivate, and enable others to contribute toward the effectiveness and success of the club.
 - *Commitment*
 - The willingness to be fully engaged in the program through dedication and best effort in all aspects.
 - *Trust*
 - Growing together and having confidence in the reliability of one another regardless of ability or stature.

Section 2 - Governing Bodies

- LSLAX will provide a supervised program under the Rules and Regulations of USA Lacrosse, North Sound Youth Lacrosse (“NSYL”), and the Washington High School Boys Lacrosse Association (“WHSBLA”).
- LSLAX shall operate exclusively as a non-profit educational

organization providing a supervised program of competitive lacrosse games in accordance with section 501(c)(3) of the Federal Internal Revenue Code and the Revised Code of Washington.

ARTICLE III - GOVERNMENT

Section 1 - Principal Offices

- The principal offices of LSLAX shall be in the city of Lake Stevens, Snohomish County, Washington.

Section 2 - Board of Directors (“Board”)

- The Board is the governing authority and shall establish and maintain the policies and procedures of the organization. The Board is authorized to carry out the duties of the organization as prescribed in the Articles within these bylaws.

Section 3 - Membership and Members

- Membership consists of the members and the rights and responsibilities associated therein as determined in Article V.

Section 4 - Governing Year

- The calendar year of the organization shall commence at 12:00 a.m. (PST) January 1st and continue until 11:59:59 p.m.(PST) on December 31st in the next calendar year.

ARTICLE IV - BOARD OF DIRECTORS

Section 1 - Board of Directors

- The Board of Directors consists of no more than thirteen (13) individual members with the specific number set by resolution of the board in accordance with the Articles herein. Board members are divided into either Executive Board Members or General Board Members. Each board member's vote shall have equal weight. Individual Board Member Duties are described in Appendix A.
- The term "board member" throughout these bylaws refers to both members of the Executive Board as well as General Board members and shall be read inclusively, unless a specific exclusion is noted.
- Board members shall be elected by the membership each June consistent with their term of office as established in Section 4 - Term of Office. Board positions are created by these Bylaws and new positions can only be created by amendment thereto.

A. Executive Board Members

- The Executive Board consists of board members voted into the following positions:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Registrar
- Executive Board Members have the following responsibilities in addition to regular board member responsibilities established in Section 2 below and their duties established within Appendix A:
 - Approving the agenda for regular and special meetings.
 - Lead regular and special meetings in accordance with Roger's Rules of Order. In the event of an absent member the following order of succession will apply for the executive member to lead the meetings:

- President
 - Vice President
 - Secretary
 - Treasurer
 - Registrar
- Review and approve of contracts, purchase orders, and/or expenses not otherwise authorized within this document. The Executive Board shall have the exclusive authority to bind the club to any legal or financial obligation.
- Review and approve of any use of club name, likeness, and/or branding.
- Review and investigate grievances and present them to the Board;
 - The Executive Board is to conduct the review and investigation while protecting the privacy and anonymity of the grievant(s), witness(es), and the Respondent(s).
- Notify to the Respondent(s) of the Board determinations of Committed or Absolved grievances and the discipline for Committed grievances. Two or more executive board members will make the notification in a time, place, and manner consistent with the nature and severity of the grievance.
- Approval of Board Member absences from board meetings. A quorum of Executive Board Members will determine whether the absence should be excused taking into consideration the reason for the absence and the notice given prior to the absence. Absences may be pre-approved by a quorum of the Executive Board. Any Executive Board member whose absence is being considered must abstain from the deciding quorum.

B. General Board Members

- The General Board consists of board members voted into the following positions:
 - Community Outreach Director
 - Field/Game Scheduler Director

- Equipment Director
- Athletic Director - Youth
- Athletic Director - High School
- General Board Members will fulfill regular board responsibilities established in Section 2 below as well as their duties established within Appendix A.

Section 2 - Board Duties and Responsibilities

- Each Board Member (both Executive and General) have the following duties and responsibilities:
 - Serve on board committees as volunteers or assigned.
 - Attend all regular monthly board meetings as scheduled by the majority of the board during the prior month's meeting and in accordance with the Code of Conduct established in Appendix B.
 - Attend all special meetings called in accordance with Article VI, Section 2 of the Bylaws.
 - Review agenda and last meeting's minutes prior to attending the regular meeting.
 - Participate in board meetings including discussing and voting on issues and resolutions proposed to the board.
 - Participate in fundraising activities.
 - Members will not make any public communications with the intent to harm the reputation of LSLAX and/or its players, board and board members, coaches, or volunteers.
 - Keep private all LSLAX board business until approved for release for public review.

Section 3 - Board Votes

- The entire Board will vote on the following items and items not otherwise defined or contemplated by this document:
 - Budget ratification and team expenditures as defined in the Bylaws.

- Fundraising.
- Club programming other than league play.
- Changes to the Bylaws.
- Changes to Policies and Procedures.
- Replace board vacancies prior to any completion of their term.
- Selecting and removing coaches and coaching staff each season.
- Selecting and removing team managers (i.e. Team Mom/Team Parent) each season.
- Establish the amount of players necessary to determine if multiple teams are required to accommodate equitable play time within each age group.

Section 4 - Term of Office

- Each board position is for a term of two (2) years commencing at 9 a.m. (PT) July 1st of the year in which they were elected. For the purposes of ensuring continuity, board member elections are split so that no more than half of the board is elected in any given year as follows:
 - Odd Year Position Elections
 - President
 - Secretary
 - Field/Game Scheduler
 - Athletic Director - Youth
 - Equipment Director
 - Even Year Position Elections
 - Vice President
 - Registrar
 - Treasurer
 - Athletic Director - High School
 - Community Outreach Director
- If any board position becomes vacant before the term is ended, an interim board member voted into position by the Board will fulfill the remainder of the term.

Section 5 - Board Member Duties of Care and Fiduciary Duty

- Board members shall discharge their respective responsibilities, including the duties of any committee of the Board upon which a board member may serve.

A. Code of Conduct

- Each board member shall sign, agree to, and conduct themselves within the code of conduct established in Appendix B.

B. Duty of Care

- Each board member shall act prudently to represent the entire club, including all families, and members regardless of race, religion, social class, sexual orientation, age, or gender.
- Each board member shall consider the safety and well-being of every player in making club decisions.

C. Fiduciary Duty

- No board member shall hold or accept any position as a board member, coach, or executive of any other competing lacrosse team or organization within the State of Washington while holding a position within the Board of Directors of LSLAX.

Section 6 - Board Member Selection Process

A. Nomination of Board Member Candidates

- No less than forty-five (45) days before the selected election date, the board of directors shall transmit to the membership a list of positions open for election. This notification will also include the method to nominate members or submit letters of interest from members seeking election.

B. Annual Election

- An election shall be held annually no later than June 30th to select individuals to hold positions in which the terms are ending and/or positions that are vacated within 45 days of the election date.
- Votes for the annual election will be cast by the membership.
- A meeting is not required for the annual election. The election process will be determined by the board of directors and transmitted to the membership not less than thirty (30) days before the annual election.

C. Interim Election

- Vacated Board Position:
 1. If a board position becomes vacant with more than 60 days remaining in the term, the board of directors will select an interim member.
 2. The board will then announce that the position will be up for election during the next normal nomination process, which occurs 45 days prior to the election date.
- Vacancy Close to Election:
 3. If the vacancy occurs less than 45 days before the election, the board will:
 - a. Select an interim member to fill the position.
 - b. Hold a confirmation vote 60 days after the annual election.
 - c. If the majority of members confirm the interim member, they will serve as a full board member for the remainder of the term.
 - d. If the interim member does not receive a majority vote, the board will schedule a special election.
 - e. Members will be notified of the time and place for nominations and submission of letters of interest before the special election.
- In summary, the board ensures continuity by appointing interim members and follows specific procedures based on the timing of the vacancy relative to the election cycle.

- The interim board member will be selected by a majority vote of the board of directors at the next regular meeting held no less than thirty (30) days after the position is vacated.

D. Ranked Choice Voting Procedure

- LSLAX uses Ranked Choice Voting for any election in which there are more than two candidates for any one position. The following is the ranked choice voting procedure:
 1. Voter Ballots:
 - Each voter ranks the candidates in order of preference on their ballot.
 - Voters can list their first choice, second choice, third choice, and so on.
 2. Initial Count:
 - The candidate with a majority (more than 50%) of first-choice votes wins outright.
 - If no candidate receives a majority, proceed to the next steps.
 3. Elimination Process:
 - The candidate with the fewest first-choice votes is eliminated.
 - The ballots of the eliminated candidate's voters are redistributed to their second-choice pick.
 - If a voter's second-choice candidate is also eliminated, their vote moves to the third-choice candidate, and so on.
 4. Repeat Until Majority:
 - Continue eliminating the lowest-ranked candidate and redistributing votes until one candidate has a majority of votes.
 - This process ensures that the winning candidate is preferred by a majority of voters.
 5. Winner Declaration:

- The candidate with the majority of votes after this iterative process is declared the winner.
- Ranked-choice voting promotes fairness, encourages positive campaigning, and allows voters to express their preferences more fully. It's a valuable method for ensuring that board positions are filled by candidates who truly represent the collective will of the membership.

Section 7 - Board Member Compensation

- Board members shall receive no compensation for their service to the Board. Board members may receive reimbursement for reasonable expenditures incurred on behalf of LSLAX. Board members may receive a reduced registration fee and the reduction will be determined annually by vote of the entire Board. Board members may waive a reduction and choose to pay full rate individually if a reduction is authorized.

Section 8 - Removal of Board Members

A. Removal for Cause

- Any Board Member may be removed for cause at a special meeting called for that specific purpose. A quorum must be present at the special meeting and removal occurs upon a two-thirds vote cast either in-person or by signed written proxy agreement. The special meeting will be called after the completion of an investigation of the for cause allegation in which the accused, accusers, and witnesses have had an opportunity to be heard.
- For the purpose of this section, "For cause" means serious misconduct, violations of any code of conduct, violation of policies and procedures, or criminal behavior.

B. Recall Vote

- Any member can petition for an election recalling any Board Member for malfeasance or misfeasance by submitting a petition for recall. A recall election is triggered by the submission of a petition with the supporting signatures of 35% of the entire voting membership.
- A Notice of Recall must be submitted with a copy of the Petition that will be used for supporting signature canvassing not less than 15 days prior to start of canvassing. Notice must include the date the Petitioner intended to start canvassing for signatures. The canvassing period shall be no more than 30 calendar days. Signatures obtained after the 30th day shall be invalid.
- The Petition must be printed on single-sided individual sheets of paper of good writing quality not less than 8 ½ inches wide by 11 inches long printed in no less than 12-point font. The Petition must include the specific malfeasant or misfeasant action of the Board Member, the start and end dates of the canvassing period, and an area designated for supporting signatures. The supporting signature area must include a place for the voting member's legibly printed name, email address (associated with the registration of the player), their physical signature, and the date of signature.
- The Petition along with original supporting signatures of 35% of the members with voting rights must be submitted no later than 6:00:00 p.m. seven (7) calendar days after the canvassing period closes. The Board of Directors shall have 15 days to verify all supporting signatures by contacting the member at the email address provided with their signature and a reply email confirming their signature. Unverified signatures will be invalidated and uncounted to the required member support for recall.
- Upon the submission of 35% of verified support signatures with the Petition, the Board of Directors shall hold a vote of the entire membership to determine if the Board Member shall be

recalled. Recall requires no less than 51% votes in favor of recalling the Board Member by the entire membership (all members entitled to vote). Upon successful recall the Board Member shall be removed. The vacancy created by the Board Member's removal shall be filled in accordance with Article IV, Section 6 of these bylaws.

- The recall fails if less than 51% of the entire membership votes in favor or if the Petitioner fails to obtain the required 35% verified supporting signatures.

- ❖ For the purpose of this section the following definitions apply:
 - "Malfeasance" or "Misfeasance" or their derivatives means any wrongful conduct that affects, interrupts, or interferes with the performance of the Board Member's Official Duties; or the performance of a duty in an improper manner; or the failure of the Board Member to knowingly fail to perform a duty imposed within these bylaws.

ARTICLE V - MEMBERSHIP

- Membership includes all members of the board of directors, both the Executive and General Board Members and Members.

Section 1 - Members Defined

- “Member” is defined as the person specifically designated by name, email, and phone number at the time of registering any child or children to participate with any LSLAX program.
- Only one parent or guardian of any sibling or related children within a family (either by law, agreement, or marriage) may be designated as the Member regardless of the number of children registered to participate in any LSLAX programs.
- Membership commences at the time of registration and continues until the end of the Governing Year (defined by these By-Laws), unless the a player or players re-register for the subsequent season.
- In the event a player or all sibling players within a family withdraws or is removed pursuant to these By-Laws, their Membership terminates and the Member’s licenses and privileges are revoked concurrent with the date of withdrawal or removal.
- After the close of registration, the designated member may not change without expressed written permission of the Board of Directors through a petition made to the board showing good cause for the change.

Section 2 - Member Licenses and Privileges

- Members are entitled to the following Licenses and Privileges:
 - Members may be nominated to serve on the Board of Directors upon nomination and receiving sufficient votes for the Board Member position. Non-members may not serve on the Board of Directors.
 - Members may cast votes on club wide elections on behalf of their player(s).

ARTICLE VI - MEETINGS

Section 1 - Meeting Rules and Regulations

- All meetings shall be governed by the rules promulgated in this section.
- A. Robert's Rules of Order
- All meetings shall be governed by Robert's Rules of Order - Newly Revised (the "Rules").
 - The rules shall generally be adhered to, unless the meeting becomes out of order. In the event a meeting becomes out of order the rules a point of order will be called by the Board Member presiding over the meeting and the Rules shall be strictly followed.
 - All meetings shall generally follow the following pattern - call the meeting to order, taking of role, approval of the minutes of the prior meeting; treasurer's report; old business as appearing on the agenda; new business; call for adjournment.
- B. Quorum
- A group of Board Members consisting for 2/3rds of the filled board positions but no less than four (4) members shall constitute a quorum to call and make a vote. At no point may a quorum be created with less than four (4) filled positions.
- C. Voting
- Board Members may select any method for casting votes during meetings, for any election or vote. The chosen method must ensure an accessible, effective, secure, and reliable ballot for

voting members. The basis and necessity of the vote should be considered when selecting the voting method.”

D. Meeting Minutes

- The Board will ensure a record (minutes) of each meeting will be held and, after a reasonable period to prepare the records, will be published in a reasonable manner accessible by the membership for a period reasonable for the membership to be advised what occurred at the meeting.
- Minutes are not required to be kept at committee meetings but a member of the committee shall provide a summary of the meeting’s purpose, decisions made and votes taken will be provided to the board of directors to be incorporated into the minutes of the next board meeting.
- The minutes are not required to be taken verbatim and may be amended until they are approved by the board of directors. An artificial intelligence (AI) digital note-taking program or device is allowed in the preparation of the minutes.

E. Notice

- Notice is reasonably providing those necessary to attend a meeting the information needed to attend and perform the functions of the meeting. Proper notice must be delivered in a manner that is reasonably likely to apprise an attendee of the date, time, and place of the meeting as well of the topic or subject matter of the meeting.
- Posts on the official LSLAX website and/or LSLAX social media sites as well as hand-delivery, U.S. Mail, and/or electronic mail (email) to the address submitted at registration are approved methods for notice for regular meetings. The Board of Directors

- may approve alternative methods within LSLAX's Policies and Procedures provided they are consistent with these Bylaws.
- Notice of the Annual Meeting will be published on the LSLAX website and any other approved electronic bulletin boards as established by the Board of Directors, no less than 30 days and shall remain posted until the date following the Annual Meeting.
 - Notice of Regular Meetings may be delivered via a Board-approved schedule of meetings through the LSLAX website and bulletin board publications or by mass-electronic-mailing to the membership made no more than fourteen (14) days after either annual meeting.
 - Notice of any other meetings must be made no less than ten (10) days, nor more than fifty (50) days prior to the meeting via hand-delivery, Certified U.S. Mail, and/or electronic mail consisting of a delivery-receipt.
 - Notice is considered delivered at the following times:
 - Website/Bulletin Board Publication - upon posting;
 - U.S. Mail - 3 days after the date of mailing (as postmarked);
 - Certified Mail - upon date of USPS delivery receipt through the USPS website;
 - Regular Electronic Mail - 24 hours after the message is sent;
 - Electronic Mail with Delivery Receipt - upon delivery receipt provided by the recipient's electronic mail server.

Section 2 - Meetings Type, Purpose, and Attendance

A. Annual Meetings

- LSLAX will hold at least two membership meetings per year open to all club members, families, players, and those interested in supporting LSLAX.
 - Spring Season Meeting - The first annual membership meeting (referred to as the "Kick-Off") will be held sometime during the first month of the calendar year.

- The purpose of the meeting for the introduction of board members and coaches, introduce code of conduct and changes (obtain signatures as needed), outline divisions (youth and high school programs), highlight key dates, introduce preseason clinics, fundraising and volunteer hours, sponsorships, provide key dates and election process for Board Member elections, team store information, and other business as listed on the agenda.
 - The annual Spring Kick-Off Meeting will be open to the current members of LSLAX.
 - Fall Season Meeting - A second membership meeting will be held sometime in the forty-five (45) day period before November 1st. The second meeting date is subject to change to ensure the meeting occurs before the start of the fall lacrosse season.
 - The purpose of the meeting is to reintroduce the membership to the board and coaches as well as to provide the information provided in the first meeting to members joining after the Spring meeting. This meeting also includes the annual budget review and next year's proposed budgets, and other business as listed on the agenda.

B. Regular Meetings

- Regular meetings shall be held at a minimum of six (6) times every calendar year, preferably once per month if possible.

C. Special Meetings

- Any Board Member may call for a special meeting. The Board Member calling for the special meeting shall ensure that proper notice is given in compliance with these bylaws or the LSLAX policies and procedures.
- There is no requirement that special meetings permit all Members to attend. The Board may hold emergency meetings as circumstances require and forego the notice requirements upon the consent of a quorum of the Board Members.

D. Actions Not Requiring A Meeting

- Board members may take any action that would normally be taken during a regular board meeting provided they have a record of approval by a majority of the remaining board members to take such action absent a meeting. Record of such action shall be added to the minutes of the subsequent board meeting.

Section 3 - Meeting Venue

- Annual Membership Meetings must be held in a location sufficient for all members to physically attend. It is encouraged the meeting be broadcast via the internet (on a platform that permits the member's privacy) for those unable to attend in person.
- Meetings shall be held in a venue that permits the board members to see and hear one another as well as exchange any documents, notes, or other items relied on during the meeting.
- Board Meetings may be open to the membership upon the determination of the board or upon board approval of a member or members' request for attendance. The approved member attendee will be provided the date, time, and location of the meeting.
 - LSLAX meetings are otherwise closed, except by invitation of the Board. Members will be required to provide a minimum of seven (7) days' notice, when possible, to give the board adequate time to review and respond.
- Meetings are not to be held in locations open to the regular public or where non-members cannot be restricted from entry. Nothing prohibits a meeting from occurring through electronic meeting software provided it allows Board Members to see and hear each other and exchange documents, notes, or other items as previously

discussed in this section.

ARTICLE VII - ORGANIZATION FINANCES

Section 1 - Authorized Signatories

- The Vice President and Treasurer are the only authorized account signers for any Lake Stevens Lacrosse (LSLAX) financial account.
- No other Member or Board Member is authorized to possess or execute any negotiable instrument (e.g. checks) or possess any access device or access portal to any Lake Stevens Lacrosse account at any financial institution.

Section 2 - Transactions

- All monies received shall be deposited in the bank designated by the Board.
- All disbursements shall be made in accordance with the Policies and Procedures established by the Board.
- LSLAX Board Members shall be authorized to pay reasonable compensation for services rendered to align with its exempt purposes.

Section 3 - Financial Planning

- The LSLAX Board shall adopt an annual budget for financial planning to fund the various programs offered by the organization.
- The budget must be approved for presentation to the membership at the following Spring Season (“Kick-Off”) Meeting.
- The Board may authorize additional expenditures not previously contemplated in the budget as necessary to meet the organization

needs as prescribed by Policies and Procedures established by the Board.

Section 4 - Authority to Bind the Organization

- See - Article IV, Section 1, Executive Board.

Section 5 - Loans or Extensions of Credit to Board Members - Prohibited

- No loans shall be made, and no credit shall be extended by the organization to any Board Member.

Section 6 - Accounting Year

- The Accounting Year shall be concurrent to the Governing Year as established in Article III, Section 4.

Section 7 - Fundraising

- LSLAX fundraising is to service each program equitably. Any fundraising shall comply with the Policies and Procedures.

ARTICLE VIII - PROPERTY

Section 1 - Distribution of Property Upon Dissolution

- Upon dissolution of LSLAX and after all outstanding debts and claims have been satisfied, the Board shall direct the remaining property of LSLAX to another non-profit entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501 (c)(3) of the Internal Revenue Code or any future corresponding provision.
- Any assets not so distributed shall be distributed by a court of competent jurisdiction in Snohomish County, WA.
- The use of any surplus funds for private benefit to any person in the event of a sale of the assets or dissolution of the corporation is expressly prohibited.

ARTICLE IX - SPECIAL REGULATION

Section 1 - Parent/Guardian Conduct and Participation

- All parents and guardians are encouraged to be involved in their child's endeavors with LSLAX. A parent or guardian must sign the Parent's Code of Conduct before their child is permitted to participate in LSLAX.
- If a member is deemed in violation by written notice such as but not limited to the Bylaws, Policies and Procedures, and/or Codes of Conduct of LSLAX, voting privileges for the current season shall be suspended until the following season.
- Any member who is not current on their dues or required volunteer hours such as but not limited to registration, fundraising, and any volunteer hours as set forth in these Bylaws shall not be entitled to cast a vote for any reason whatsoever for any voting that requires entire club membership.
- In cases where member(s) of LSLAX have received disciplinary action or have consistently disrupted the daily operations and functioning of LSLAX during the Spring or Fall seasons, the LSLAX Board of Directors by $\frac{2}{3}$ majority vote, reserves the right to deny registration for future seasons for both players and families.

Section 2 - League Functions

- League functions of LSLAX will be approved by the Board and will be covered by LSLAX insurance. All functions not authorized by the Board will not be the responsibility of LSLAX, and such events will need additional coverage.

Section 3 - Dissolution or Separation of Programs

- Any dissolution or separation of either the Youth or High School programs from LSLAX must be brought forth for a club wide vote of all members.

- To pass, the dissolution or separation, requires a quorum of 90% of club members and must receive a 2/3 majority vote in favor of dissolution or separation. Club members are defined as the membership base for the current year. No former or potential future members shall be counted in the quorum. No former or potential future members shall be counted in the vote.
- Receiving any letter notifying you of a Code of Conduct violation, whether it be parent/player/board member or coach shall forfeit your right to vote on this matter.

ARTICLE X - COACHING

Section 1 – General

- All head coaches, assistant coaches, and volunteers must adhere to all Policies and Procedures set forth by LSLAX, NSYL, WHSBLA, NHFS and USA Lacrosse as applicable.
 - I. Appointment
 - A. All head coaches, assistant coaches, and volunteers are chosen by a 2/3 majority vote of the Board. Head coaches shall have the right to appoint Assistant Coaches, pending approval by 2/3 majority vote of the Board.
 - II. Duties
 - A. Head coaches shall perform the duties determined by the Board. Head coaches may delegate tasks and responsibilities to assistants and volunteers, as appropriate.
 - III. Compensation
 - A. Coaches may be paid, as determined by the Board.
 - IV. Termination of Appointment - By resignation
 - A. A coach or volunteer may resign at any time.

V. No Board Coaches

- A. Officers of the board may not serve as the head coach of any team.

Section 2 – Grievance

- Where a grievance exists against any coach or volunteer, such grievance may be brought before the Executive Board. If the Executive Board, after thorough investigation and consideration, believes the grievance to be valid and substantial, then the appointment may be terminated at any board meeting upon a 2/3 majority vote of the Board.

Section 3 - Suspension

- A Head Coach may suspend an assistant or volunteer, pending further action from the Board. The President or Vice President may suspend any coach or volunteer, pending further action from the Board with a 2/3 majority vote.

ARTICLE XI - POLICIES AND PROCEDURES

Section 1 – General

- Policies and procedures are created and maintained by the Board to provide consistency and uniformity for participants of LSLAX activities. Policies and Procedures may be separate documents for the Club's Bylaws.

Section 2 - Amendments

- Amendments and changes to the Policies and Procedures may be introduced through motion at any Board meeting, at which time a 2/3 vote of those members present at the meeting and voting shall be required for acceptance; provided, however, that at least seven members are present at such meeting and are effective immediately after voting, unless another timeline is determined.

ARTICLE XII - AMENDMENTS

- Amendments and changes to these Bylaws may be introduced through a motion by any Board Member at any Board meeting, at which time a 2/3 majority vote, meeting the definition of quorum as outlined above and will become effective immediately after voting, unless another timeline is determined.

Amended 12/12/2024 by the current Board Members:

- Leah Olson – President
- Jenae Porter – Vice President
- Terri Norley – Secretary
- Taryn Paulsen - Treasurer
- Kayla Hurd – Registrar
- Brandon Gloeckner – Youth Director
- Rod Resor – High School Athletic Director
- Laura Resor – Scheduler
- Nadine Sansone – Community Outreach Director
- Martin Mooney – Equipment Manager

Appendix A

Board Member Individual Duties and Responsibilities

Section 1 - General Statements

- The Board will consist of no more than 13 members with the specific number to be set by resolution of the Board, as defined below:

(i) President

- The President shall be the chief volunteer board member of the corporation. Duties of the President include, but not limited to:
 1. Conduct the affairs of LSLAX and execute the policies established by the Board including, if present, presiding at all meetings of the board of directors, and shall perform all other duties incident to the office or properly required by the board of directors.
 2. Present a report on the “State of the Business” at the LS Lacrosse Club Annual Meeting.
 3. Communicate to the Board, such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of LSLAX.
 4. Be responsible for the conduct of LSLAX in strict conformity to the Policies, Principles, Rules, and Regulations of USA Lacrosse, as agreed to and amended under the conditions of the North Sound Youth Lacrosse League and the Washington High School Boys Lacrosse Association.
 5. Be responsible for the conduct of LSLAX in strict conformity to the By-Laws of LSLAX.
 6. Designate in writing, other Directors if necessary, to have the power to make and execute for/and in the name of LSLAX such contracts and leases they may receive, and which have had prior approval of the Board.
 7. Investigate complaints, irregularities, and conditions detrimental to LSLAX and report therein to the Board, during executive committee, as circumstances warrant.

8. With the assistance of the Treasurer, prepare and submit an annual budget to the Board and be responsible for the proper execution thereof.
9. With the assistance of the Registrar, monitor the main LSLAX email account.
10. Assist the Community Outreach Director and Registrar in uploading new/current documents to the website.
11. When necessary, remove board members who don't come to 75% of the meetings, participate actively on Teams (board communication forum), or help participate in committee meetings, or community events. Or who promote a negative behavior towards growing the LSLAX program.
12. Lead the Nominating Committee and oversee the election process, assuming responsibility for determining the voting process, tallying of all votes, and announcement of results to the membership. During cycles when the President is up for election, the Vice President will assume these duties.

(ii) Vice President

- In case of the absence or disability of the President, and provided he/she is authorized by the President or Board so to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of the office, and shall have such other duties as from time to time may be assigned by the Board or by the President. Duties of the Vice President include, but not limited to:
 1. Work with the Registrar to monitor NSCI background certification checks of all Directors and candidates for Coaches, reviewing the results of such to the President.
 2. Attend all NSYL meetings and report to the Board a summary of matters discussed at such meetings.
 3. Ensure compliance to the LSLAX Bylaws and that the Bylaws are enforced with no bias.
 4. Ensure LSLAX is operated in compliance within all USA Lacrosse, North Sound Youth Lacrosse, and the Washington High School Boys Lacrosse Association rules and regulations. Including any new regulatory guidelines established by state or local authoritative entities.

5. With the assistance of the Youth and High School Directors and Registrar, examine the application and support proof-of age documents of every player candidate before the player may be accepted.
6. Lead the Nominating Committee and oversee the election process, assuming responsibility for determining the voting process, tallying of all votes, and announcement of results to the membership, during cycles when the Vice President is up for election the President will assume these duties.
7. Make sure LSLAX has up to date information.
8. Assist the President in approving and sending out all club communication.

(iii) Secretary

- The Secretary is a member who is in charge of records, correspondence, setting the agenda, minutes of meetings, and related affairs of the organization. The Secretary shall have other duties as from time to time, may be assigned by the Board or by the President. Duties of the Secretary include, but not limited to:
 1. Correspondence
 2. Schedule the meeting venue.
 3. Agenda- Check with the President and Vice President and arrange the order/items of business.
 4. Attend executive board meetings.
 5. During the meeting:
 - a. Take attendance and record.
 - b. Read minutes of the previous meeting.
 - c. The agenda should include Treasurer reports, old business, and new business.
 - d. Keep minutes of all monthly board member meetings.
 - e. Assist the President in keeping the meeting flowing.
 - f. Count rising, showing of hands, etc and record.
 6. Duties between meeting:
 - a. Rewrite minutes as soon after the meeting as possible. Meeting minutes should include: Attendance, time, location etc
 - b. Make meeting minutes official by sending to the executive board for approval.

7. Work with the President, Vice president, Treasurer, and Registrar to provide all communications from the board to the members via email.
8. Ensure background checks are completed on all board members.

(iv) Treasurer

- The Treasurer shall be the lead director for oversight of the financial conditions and affairs of LSLAX. The Treasurer shall perform such duties as are herein specifically set forth and such other duties as are customarily incident to the office of Treasurer or may be assigned by the Board of Directors. Duties of the Treasurer include, but not limited to:
 1. Receive all monies and securities and deposit the same in a depository approved by the Board of Directors.
 2. Keep records of all financial activity including Accounts Payable, Accounts Receivable, Payroll, and any LSLAX accounts held at any financial institution. Reconcile accounts monthly.
 3. Approve all payments from allocated funds and draw checks therefore, in agreement with policies established in advance of such actions by the Board of Directors. All disbursements more than Two Hundred (\$200) Dollars must have the approval of the Board of Directors.
 4. Prepare and distribute an update on finances at every board meeting. Oversee and keep the Board informed of the financial condition of LSLAX and of audit or financial review results. Financial reviews must be conducted once per year.
 5. Prepare and submit to the President and Vice President annual Coaches contracts for coaching staff receiving financial compensation.
 6. Assist the President in preparation of the annual budget, for submission to the Board of Directors.

7. Prepare an annual financial report, under the direction of the President for submission to the membership and Board of Directors at the annual meeting.
8. Issue 1099 forms to coaching staff, Prepare non-profit tax return for submission to IRS.
9. File an annual report with the Washington State Secretary of State.
10. Review and renew annually any insurance policies. Work with insurance providers to provide any insurance certificates.
11. Renew Annual Gambling License, submit quarterly gambling report to Washington State, pay any applicable gambling taxes to Washington State and City of Lake Stevens.
12. May appoint, with approval of the Board, a qualified fiscal agent or member of the staff to assist in performance of all or part of the duties of the Treasurer, including but not limited to, filing of the LSLAX yearly taxes. The fiscal year shall coincide with the Governing Year established in Article III, Sec. 4 of the By-Laws.
13. Responsible for renewing board insurance, gambling license, and any other license/certification renewals as deemed necessary by the Board.
14. Chair the Annual Fundraising Committee
15. Issue any refunds necessary
16. Review Scholarship/Financial Aid requests along with the Executive Board.

(v) Registrar Coordinator

- The Registrar will be responsible for managing all aspects of registration within the LSLAX's SportsEngine account. Duties of the Registrar include, but are not limited to:
 1. Preparation and organization of registration materials.
 2. Work with a vendor (SportsEngine) to ensure all materials and registrations are up to date.
 3. Roster athletes to appropriate teams through Sports Engine.
 4. Establish discount codes.
 5. Once approved, the Registrar will open registration for both Fall

- Ball and Spring seasons and skills clinics.
6. Will work with the Board to ensure the website payment information is accurate.
 7. Maintain an up-to-date master list of contact information for every player of LSLAX. Forward a copy of the master list to the Board and coaches with updates during the season.
 8. Work with Community Outreach to ensure proper website and internet exposure related to registration.
 9. Help facilitate all requests for refunds & scholarships with the Treasurer.
 10. Responsible for posting and monitoring all LSLAX programs.
 11. Work with the Youth Athletic Director to ensure boundary/insurance/age or grade requirements are met for each program based on USA Lacrosse, North Sound Youth Lacrosse League, and LSLAX rules/bylaws.
 12. Once approved, the Registrar will open registration for out-of-season defined programs/events as appropriate. (Casino Night, PLL, Aquafest).
 13. Work with the Treasurer to ensure the website payment information is up to date. Assist in running reports from SportsEngine to aid in their job duties.
 14. Designated as the SportsEngine administrator, keeping the website up to date as required.
 15. May enlist others, upon approval of the Board, as necessary to assist in these duties.

(vi) Youth Athletic Director

- The Youth Athletic Director is the Board representative overseeing the LSLAX youth program. The Youth Athletic Director serves as a liaison between the LSLAX Board and the youth program (K-8) and may not be held by an active coach. Duties of the Youth Athletic Director include, but are not limited to:
 1. Act as a liaison with parent communication to the coaches or the Board.
 2. Receive from the President and/or Vice President , all complaints related to coaching activity, playing time, parent's code of conduct, player's code of conduct, and any other

- concerns. The Youth Athletic Director, Vice President, and President will investigate all complaints and handle accordingly.
3. They will work with the youth coaches and others determined by the needs of the club and shall have such other duties from time to time. Duties may be assigned by the Board or by the President.
 4. Work with the field scheduler to communicate specific coach requests for practice and other field needs.
 5. Work with the Registrar to provide coaches with a list of registered players.
 6. Assist the registrar in checking residency and age eligibility and help review registrations.
 7. Recommend to the Board all coaching candidates for LSLAX.
 8. Work with the Board on youth team recruitment, team size, and tournament participation.
 9. Ensure that everyone is following the Code of Conduct policy set forth for all players, coaches, parents, and board members.
 10. Communicate with coaches to provide a weekly summary in the LSLAX newsletter.
 11. Attend NSYL board meetings.

(vii) High School Athletic Director

- The HS Athletic Director will be the Board representative overseeing the HS LSLAX program. This person will work with the HS Head Coach and others as determined by needs of the club and shall have such other duties as from time to time may be assigned by the Board or by the President. Duties of the HS Athletic Director include, but are not limited to:
 1. Work with the Field/Game Scheduler to communicate specific coach requests for practices and other field needs.
 2. Receive from the President or assigned representative, all complaints related to coaching activities, playing time, and any general concerns of parents and guardians and work with the President or assigned representative and recommend courses of action to alleviate such complaints.
 3. Receive from the President or assigned representative all complaints of violations of the coaches, parents, or players

Code of Conduct related to LSLAX teams and work with the President or assigned representative to investigate all such complaints.

4. Recommend to the Board all coaching candidates for LSLAX.
5. Maintain high school players' sports physical paperwork and strictly enforce "no play" before the required current physical paperwork is obtained.
6. Monitor high school grade checks according to the Code of Conduct and enforce violations when necessary. The HS Athletic Director will monitor and maintain grade checks annually.
7. Work with the HS Head Coach to make sure the equipment needs are met and relayed to the Equipment Director in a timely fashion.
8. Work with the HS Head Coach on getting the high school players more involved in events/fundraising (Coaching skills clinics, Aquafest, Casino Night, etc).
9. Work with the HS Head Coach in establishing and maintaining a Varsity and JV team (as deemed appropriate by the HS Head Coach).

(viii) Community Outreach

- The Community Outreach Board member serves as the LSLAX liaison between the community and the club. Community Outreach may have such other duties as from time to time be assigned by the Board or by the President. Duties of Community Outreach include, but are not limited to:
 1. Set up LSLAX participation in community events (Aquafest, Field Days, etc) where we can run clinics and get the word out about our lacrosse program.
 2. Spread the word about our lacrosse program to an increased number of potential participants by attending community events.
 3. Work with the Registrar, Secretary, and other board members as needed. May be asked by the President to take on other responsibilities.
 4. Ensure game information is added to the club's website and social media accounts in a timely fashion.

5. Create events on social media to gauge interest in our events to include Casino Night, annual meetings, community events, etc.
6. Help boost the social media presence of our club. They will handle the organization's social media accounts, where they monitor comments and interact with the social media community.
7. Direct all negative comments to the Board.
8. Create engaging text, image, and video content to post to social media platforms.
9. Keep our LSLAX club website up to date.

(ix) Field Game Scheduler

➤ The Field/Game Scheduler will be the Board representative overseeing assignments of practice/game fields /times for all LSLAX teams and will be the primary contact with Lake Stevens School District (LSSD) and the Lake Stevens community for facility and field use. Duties of the Field/Game Scheduler include, but are not limited to:

1. Work with the High School and Youth Athletic Directors and others as determined by the needs of the Club and shall have such other duties as from time to time may be assigned by the Board or by the President.
2. Utilize master schedules for practice/game schedules.
3. Work with the Youth Director when communicating specific coach requests.
4. Work with the Equipment Director to oversee all field needs used by the club. (Porta potties, paint, equipment set up for game day, etc).
5. Coordinate lining paint (school fields) and managing temporary lights.
6. Secure bids on needed supplies and equipment to maintain the fields and make recommendations for their purchase to the Board. The Field/Game Scheduler will operate within the amount appropriated in the approved budget for that purpose.
7. May appoint members of the Board to assist in performance of these duties.

(x) Equipment Manager

- The Equipment Manager is the Board representative responsible for overseeing and approving equipment purchases and needs of LSLAX and shall have such other duties as from time to time may be assigned by the Board or by the President. Duties of the Equipment Manager include, but are not limited to:
1. Responsible for the proper issuance of lacrosse supplies and equipment and for the repair, cleaning, and storage thereof at the close of the season.
 2. Issue all necessary equipment to each team by way of an outfitted coaches' bag.
 3. Responsible for the care and maintenance of all equipment, including goals, goalie equipment, coaches' bags, game uniforms, balls, timers, scoreboards, and all other such equipment necessary.
 4. The Equipment Director will operate within the amount appropriated in the approved budget for that purpose.
 5. Work with other board members on the distribution of all uniforms to all players within LSLAX, as well as ensuring the collection of all such high school uniforms at the conclusion of each season.
 6. Set up home games with the necessary equipment for a lacrosse game (goals, tents, chairs, tables, time clock, rules, table box, etc).
 7. Manage and organize the storage unit/trailer.
 8. Provide all invoices to the Treasurer in a timely manner for payment.
 9. Maintain a complete inventory of all program equipment and provide this inventory to the Board on an as needed basis.
 10. Responsible for scheduling the maintenance/service of the club trailer when needed (new tires, etc). Provide receipt and give to the Treasurer in a timely manner.
 11. Responsible for maintaining the following LSLAX equipment: Lacrosse goals/nets, field storage bins, coaches' bins, score table, chairs, tents, lacrosse balls, goalie protective equipment, lacrosse sticks, helmets, shoulder pads, elbow guards, gloves, AED, first aid kit, etc.
 12. May appoint members of the club to assist in performance of these duties.

Appendix B

➤ Appendix B includes the following Codes of Conduct in the form in which they are presented to members in their individual capacities:

1. Board Member
2. Coach
3. Parent/Guardian
4. Member/Player

LAKE STEVENS LACROSSE CLUB

Board Member Code of Conduct Agreement

I understand that as a member of the Board of Directors of Lake Stevens Lacrosse Club, I have a legal and ethical obligation to diligently and actively contribute to the club's success in the pursuit of its goals.

As a board member of Lake Stevens Lacrosse, I agree to abide by the following rules below:

- I will do my best to act in the best interest of the organization, all its members and the community and consider the club's values and mission in exercising my best judgment in making any decisions affecting the club.
- I will represent the club in a positive manner and be a positive spokesperson for the club, its members, any overseeing organizations, and youth lacrosse as a whole..
- I will listen to the needs and concerns of the members and bring those concerns to the board for consideration in an unbiased manner.
- I understand as a board member there is an expected time commitment to the club. As such I will attend at least 75% of the scheduled board meetings. Failure to attend the minimum number of board meetings (without prior approval for such absence), may result in disciplinary action to include termination. Additionally, I understand I am expected to attend committee meetings, and special events that I am actively involved in to the best of my ability.
- I will actively participate in fundraising activities.
- I will abstain from all decisions, discussions, or votes in which I may have a conflict of interest. I understand a conflict of interest arises in any situation in which my individual interest may be at odds with that of the organization. This includes situations individually involving myself, my child, and/or my spouse.
- I will stay informed with the organization's affairs. I will ask questions and request information where clarification is needed to make decisions. I will participate in and take responsibility for making decisions on issues, policies, and other matters.
- I will work in good faith and with respect for other board members and team staff as partners toward achievement of club goals.
- I will not engage in any language or actions with the intent to instigate, hurt, intimidate, or humiliate any member, parent, individual board members, the board as a whole or Lake Stevens Lacrosse Club.

- I will actively participate in the Lake Stevens Lacrosse Club communications through my official LSLAX email account and the approved communication platforms. If I cannot access my LSLAX official communications I understand it is my obligation to learn how to use the approved platform or seek help from another member of the board if need be.
- I will expect the board President or Vice President to contact me and discuss my responsibilities if I don't fulfill these commitments to the organization as well as potential sanctions from the board.
- I understand any questions, comments, and/or concerns from a parent towards a coach/team will be dealt with following a chain of command and handled by the coach for that particular team first. Should the issue persist, beyond a reasonable effort by the coach, a board member may be called upon to help resolve said issue.
- I understand in my official capacity as a board member I will be entrusted with confidential information about the club, teams, and members and their families. I will keep confidential any information I receive from my position as a board member, including member and team information as well as board decisions until the board agrees the information should be released.
- I understand I will not be able to hold a Head Coach position for any team while serving as a board member.
- I understand that I must pass a criminal background check in order to hold my position on the board.
- I understand that failure to uphold any of these duties or violations of any LSLAX rules, codes of conducts, or state laws may be grounds for discipline including immediate removal from the board as well as the potential removal from club membership.

By signing below, the Board Member agrees to abide by and be subject to this Code of Conduct, LSLAX rules, and Washington State Law.

Board Member Name (printed): _____

Board Member Signature: _____

Date: _____

Lake Stevens Lacrosse Club

Coach Code of Conduct Agreement

The Lake Stevens Lacrosse Club is committed to ensuring that all practices, games, and events are a positive and enjoyable experience for all the players and families involved. It is our mission to foster a safe and positive environment for all of our families. It is the expectation, as a Lake Stevens Lacrosse Club coach, to provide our youth with the opportunity to learn and play lacrosse in a positive team environment regardless of skill level, by creating a positive and healthy team atmosphere that allows players to develop technically, tactically, physically, and mentally. The Lake Stevens Lacrosse Club expects all coaches to adhere to this code of conduct at all times in order to promote a healthy environment and positive image for our players, families, and community.

- As a Coach, it is my responsibility to ensure that I create a positive environment of learning, fun, and positivity.
- It is my responsibility to contribute to the overall success and physical athletic growth of all the players I coach.
- The safety of the players is first and foremost. I will never place the value of winning over the safety and/or welfare of any player. I will refuse to permit a player to participate in a practice or game when a player's health or physical condition are in doubt and if such condition(s) exist, I will abide by the player's doctor's decision at all times.
- I will treat all players fairly and with respect.
- I will be an example of sportsmanship, patience, and positive attitude. I am expected to represent our club in a positive manner at all times.
- I will maintain control of my emotions and avoid demonstrative actions, language, and/or gestures that may be interpreted as hostile, humiliating, or disrespectful. I acknowledge that these behaviors will not be tolerated.
- I am responsible for the conduct of my team during games and practices. Players acting in a disrespectful, irresponsible, unsafe, or overly aggressive manner will not be tolerated.
- I will not post on any social media site with the intent to instigate, hurt, intimidate, or humiliate any player, coach, official, parent, board member, or spectator. These acts shall be considered harassment and may result in the immediate removal from the club.
- If I find anything of concern on a social media site with regards to an official, another Lake Stevens coach, player, or club member, I will immediately notify the Lake Stevens Lacrosse Club Board.
- I understand that I am accountable for the actions of my team on social media sites and I will stress to my players the importance of proper conduct on these sites. I will educate and enforce a strict No Cyber-Bullying policy to my team.
- I am expected to act in a professional manner at all times when representing Lake Stevens Lacrosse Club. If there is a dispute, question, or concern within a team, it will be discussed in a polite and professional manner between the coach and the other individual. If the issue persists, I will inform the Youth Director and, if need be, the Lake

Stevens Lacrosse Club Board for further guidance/assistance. Issues will be dealt with within each team and can be brought to the Board on a case-by-case basis.

- I will not act outside the scope of the authority by the board nor will I represent myself as having authority beyond my scope of coach duties.
- I will enforce the Lake Stevens Lacrosse position of a zero-tolerance for drugs and alcohol. If I suspect a player, parent, or another coach to be under the influence of drugs and/or alcohol, I will notify the board immediately. Any coach found to be under the influence of drugs/alcohol while at practice, game, or any other lacrosse event will be grounds for immediate suspension and/or termination.
- I will report all incidents to the Vice-President or Athletic Director with an email or phone call the same day that any incident occurs. I am required to submit an Incident Report form within 24 hours of the incident occurring. A reportable incident is defined as, but not limited to, serious injuries, concussions, all game incidents involving a player/coach/spectator, fighting, ejections, Code of Conduct violations, property damage, and any incidents requiring police, fire department, or EMS.
- Any conviction of a crime of violence, a crime against another person, DUI/DWI, or a felony involving the welfare of a child will be grounds for immediate dismissal.
- I understand that failure to uphold any of these duties or violations of any LSLAX rules, codes of conducts, or state laws may be grounds for discipline up to immediate removal from club membership.

Coaches who do not follow this Code of Conduct will be subject to disciplinary action to include:

1. Verbal warning by the Lake Stevens Lacrosse Board.
2. Written warning by the Lake Stevens Lacrosse Board.
3. Game suspension with written documentation of the incident kept on file by the Lake Stevens Lacrosse Board.
4. Game forfeiture.
5. Season suspension.
6. Removal from position as Coach.
7. Suspension from any future coaching position from all future Lake Stevens Lacrosse Club games (Home or Away), practices, and/or events.

By signing below, I (the Coach) agree(s) to abide by and be subject to this Code of Conduct.

Coach Name (printed): _____

Coach Name (signed): _____

Date: _____

Lake Stevens Lacrosse Club

Youth Player Code of Conduct Agreement

The Lake Stevens Lacrosse Club believes strongly in the values of teamwork, sportsmanship, and leadership through example. As a player in the Lake Stevens Lacrosse Club, your actions reflect not only on you, but also on your teammates, your coaches, and the club. As a player in the Lake Stevens Lacrosse Club, I agree to abide by and follow the rules and guidelines below:

- I will adhere to the Lake Stevens Lacrosse Club “Zero Tolerance Policy”. I will never be under the influence of or in possession of drugs, alcohol, tobacco products, or weapons of any kind at practices, games, trips, or other events. We all deserve to participate in an environment that is free of drugs, tobacco, and alcohol and I will expect teammates and adults to refrain from their use at all lacrosse events.
- I understand that the use of foul language towards anyone (coaches, teammates, officials, opponents, or spectators) will not be tolerated at any time. I will not engage in any language or actions with the intent to initiate, hurt, intimidate, or humiliate another player, coach, official, or spectator. I will not tolerate these acts from any players, coaches, or adults associated with Lake Stevens Lacrosse Club. These acts shall be considered harassment and will result in the immediate removal from the team.
- I will not post on any social media site with the intent to initiate, hurt, intimidate, or humiliate another player, coach, official, or spectator. The posting of negative, demeaning, or derogatory comments will not be tolerated. These acts shall be considered harassment and may result in the immediate removal from the team. Furthermore, if I see anything of concern from or about another Lake Stevens player on a social media site, I will immediately contact my Head Coach or a Lake Stevens Lacrosse Club member.
- I understand that school work will take precedence over lacrosse.
- I will respect my coaches at all times and listen carefully to their instructions. I understand that they are giving their time to make me a better lacrosse player.
- I will support and respect my teammates and opponents at all times. I will not tease, ridicule, put down, or make fun of any players on my team or the opposing team, at any time. Lacrosse is a team sport and I will be a team player.
- I understand that my behavior reflects on my teammates, my coaches, and the Lake Stevens Lacrosse program. I will always be on my best behavior and maintain self-control at games, practices, hotels, and other team events.
- I will not complain about penalties or calls made by the officials and I will respect the referees at all times. I understand that they are in charge of enforcing the rules of lacrosse and I will respect their decisions at all times.
- I will show good sportsmanship at all times, both when winning and losing. I will always congratulate the other team and wish them good luck.
- I will be committed to developing myself as a lacrosse player. This includes attending practice, listening to my coach, and always giving my best effort.
- I will arrive at practices and games on time and prepared.
- I understand that it is my responsibility to have all of my equipment packed and ready to participate in practice or in a game.
- I realize that if I violate this Code of Conduct I may be subject to disciplinary action that could include one or more, but not limited to the following:
 - Verbal warning by Head Coach and/or Lake Stevens Lacrosse Board.

- Written Warning.
- Player game suspension with written documentation of the incident kept on file by the Lake Stevens Lacrosse Board.
- Player season suspension.
- Player and/or family suspension from all future Lake Stevens Lacrosse Club games (Home or Away), practices, and/or events.

By signing below, the Player agrees to abide by and be subject to this Code of Conduct.

Player Name (printed): _____

Player Signature: _____

Date: _____

LAKE STEVENS LACROSSE CLUB

Parent/Guardian Code of Conduct Agreement

Youth and High School sports are supposed to be fun – for the children. Actions by parents, fans, and coaches, whether verbal or nonverbal, can have a lasting emotional effect on children. The Lake Stevens Lacrosse Club strongly believes the essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles: Trustworthiness, respect, responsibility, fairness, caring, and good citizenship.

As a parent or guardian of a player in the Lake Stevens Lacrosse Club, your actions reflect not only on you, but your child, his/her team, and the club. As a parent in the Lake Stevens Lacrosse Club, you agree to abide by and follow the rules and guidelines below:

- I will adhere to the Lake Stevens Lacrosse Zero Tolerance Policy. I will never be under the influence of or in possession of drugs, alcohol, tobacco products or weapons of any kind at practices, games, trips, or other events.
- I understand that the use of foul language towards anyone (coaches, teammates, officials, opponents, or spectators) will not be tolerated.
- I will not engage in any language or actions with the intent to instigate, hurt, intimidate, or humiliate any player, coach, official, or spectator.
- I will not tolerate these acts from any players, coaches, or adults associated with Lake Stevens Lacrosse Club. These acts shall be considered harassment and will result in the immediate removal from the practice, game, or event.
- I will not post on any social media site with the intent to initiate, hurt, intimidate, or humiliate any player, coach, official, or spectator. The posting of negative, demeaning, or derogatory comments will not be tolerated. These acts shall be considered harassment and may result in the immediate removal from the club. Furthermore, if I see anything of concern from or about an official, another Lake Stevens coach, player, or club member on a social media site, I will immediately contact my child's coach or the Lake Stevens Lacrosse Club Board. As a parent, I understand that I am accountable for the actions of my child on social media sites. I will stress to my child the importance of proper conduct on these sites and provide parental oversight to prevent any type of cyber-bullying by my child.
- I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing, taunting, or using profane language or gestures. I will maintain self control at games, practices, and other club events.
- I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy and demonstrate positive support for all players, coaches, officials, and spectators at every game, practice, or event.
- I will not encourage any behaviors or practices that would endanger the health and wellbeing of the athletes.
- I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
- I will demand that my child treat all players, coaches, officials, and spectators with respect.

- I will praise my child for playing hard and competing fairly.
- I will never ridicule or yell at my child or other participant for making a mistake or losing a game.
- I will not complain or become confrontational about penalties or calls made by the officials and I will respect the referees and their decisions at all times.
- I will support the coaches allowing them to do their job by not coaching my child or other players during games and practices.
- I will not openly question or confront coaches before, during, or after games or practices. I will take the time to speak with coaches about any concerns calmly, privately, and at an agreed upon time and place.
- I will not force my child to participate in lacrosse.
- I will promote the emotional and physical well being of the athletes ahead of any personal desire I have for my child or his/her team to win.
- I will inform the coach of any physical disability, illness, or injury that may affect the safety of my child or the safety of others.
- I realize that if I violate this Code of Conduct I may be subject to disciplinary action that could include one or more, but not limited to the following:
 - Verbal warning by Head Coach and/or Lake Stevens Lacrosse Board.
 - Written Warning.
 - Parental game suspension with written documentation of the incident kept on file by the Lake Stevens Lacrosse Board.
 - Parental season suspension.
 - Parental and/or family suspension from all future Lake Stevens Lacrosse Club games (Home or Away), practices, and/or events.

By signing below, the Parent/Guardian agrees to abide by and be subject to this Code of Conduct.

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____

Date: _____