



BETHEL YOUTH LACROSSE ASSOCIATION BY-LAWS

Article I – Name

The name of the organization will be Bethel Youth Lacrosse Association (AKA BYLA)

Article II – Purpose

The purpose of the association will be to coordinate a youth sports program designed to instruct youths in the proper fundamentals of both boys and girls lacrosse. Additionally, Bethel Youth Lacrosse Association goals are to provide a fun, safe, competitive atmosphere by organizing practices and games with surrounding town's programs. Bethel Youth Lacrosse Association will abide by the purpose and code of conduct set forth by the United States Lacrosse Association.

Article III – Membership

(a) Player members shall be non-voting members who will be all youths within the town of Bethel, CT who participate in the association's programs. Player members can also be from surrounding towns providing there are playing spots available each year. They will have no rights, duties, or obligations in the management of or in the property of the association. All player members will be active members of U.S. Lacrosse during seasonal play. Season play is defined as February 1 through June 30.

(b) Regular members will be defined by the following criteria: Any elected or appointed member of the Executive Board members (Officers), Association Board Members, and Committee Chairpersons.

Article IV - Voting Privileges

Members of the Board (Executive and Association) will have immediate voting privileges upon taking office or being appointed to an office. Members of the Board may vote on all issues put before it and must attend a minimum of seventy percent (70%) of the scheduled monthly meetings.



Should a Board member not meet this requirement, the Officers will review the circumstances and make recommendations to the entire Board for any course of action deemed necessary.

Committee Chairs and Committee Members are eligible to vote only in the annual elections. To obtain voting privileges they must attend at least two (2) additional meetings during the year.

All voting members shall have an equal vote and or can proxy their vote to the President in the event of their absence. A voting member who maintains two or more positions on the Association's Board, committees or coaching shall maintain their equal vote on all matters before the Members of the Board.

Article IV-a-Denial of Voting Privileges

To protect the integrity of voting privileges and to uphold any disciplinary actions by any other Bethel Park and Recreation organization, voting privileges will be denied for any member currently suspended or on probation. Voting privileges will be reinstated when their disciplinary action comes to term and if they adhere to the requirements within Article IV.

Article V - Officers (Executive Board) and Other Members Duties

The officers of the association will be: President, Vice President, Secretary and Treasurer.

President: The President shall be responsible for conducting the affairs of the Association and for executing the policies established by the Board of Directors. He/She shall communicate to the Board of Directors such matters and make such suggestions as may, in his/her opinion, tend to promote the welfare of the association. He/She shall appoint all League Representatives and Committee Chairmen and Members. He/She shall preside at all meetings of the Members and Executive Board of Directors.

The President, or such other Officers as he/she may designate, shall have the power to make and execute for and in the name of the Association, such contracts and leases as may have received the prior approval of the Association Board Members.

He/She shall prepare and submit an Annual Budget/Year End Report to the Association Board Members and shall be responsible for the proper execution thereof.

He/She shall investigate complaints, irregularities and conditions detrimental to the Association and report thereon to the Association Board Members as circumstances warrant. He/She will be in charge of the grievance committee.

The President, at his/her discretion, may appoint any other committees, with the approval of the Association Board Members, which are necessary for the purposes of conducting the Association's business.



Vice President: Shall assume the responsibilities of the President in his/her absence.

He/She shall also have all Committee chairs report to him/her to provide the Association Board Members with a single source of information regarding all Committee activities excluding the grievance committee (President's responsibility)

Secretary: Shall record the minutes of the meetings; keep all records; keep a membership list; notify all members, directors and officers of the Association Board Members meetings. He/She shall make available for public viewing all Association Board meetings, past minutes and agendas for upcoming meetings.

Treasurer: Shall receive all money and securities and deposits same in a depository approved by the Board of Directors. He/She will have authority to request all money and reimbursements on a monthly basis and report to the Association Board Members all outstanding payments receivables.

He/She shall keep records for the receipts and disbursements of all money and securities of the Association approve all payments from allotted funds and draw checks thereof.

The Treasurer shall be responsible for maintaining the tax exempt status.

Additional Duties of Officers: Each officer shall also perform such other duties as may be directed by the President.

Duties of selected Association Board Members will include but not limited to,

Boys Coordinator - Become the contact point for CONNY, Referees and surrounding towns when it comes to scheduling games. One responsibility is to attend the preseason scheduling meeting, and to have a schedule set before the season starts. As the season progresses, changes will be made and the coordinator will need to update the website and inform the referee of the change.

Girls Coordinator - Same as Boys Coordinator (see above).

Fund Raising - Organize with the help of other members activities to raise funds for the furtherance of BYLA activities.

Equipment - Maintain the detailed record of all equipment owned by BYLA. Record all rentals at the beginning of the season and the return at the end; contact members regarding equipment not returned. Report any missing equipment and the need for new or replacements that are needed to the board.

Apparel - Maintain the online store, while adding new items as needed. Keep records of all sales and physical merchandise during the season.



Media/Publicist/ - Online platforms being used, FaceBook, Twitter, Instagram, need to be updated regularly. Duties can be split among multiple members if required.

Website - Administer, update and maintain the website (www.bethellacrosse.com). Send email reminders to association members regarding meetings and upcoming events and assign registered players to teams. Give coaches access to communicate via leagueathletics (for practices, team specific events, etc).

Head Coach - Needs to communicate with parents regularly regarding games, practices, events, and post game information. This also includes team emails for changes to games/practices for whatever reason. Coach will need to be in contact with coordinator to make changes at the CONNY level. Coach will have access to team's website page to ease communication with parents.

Article VI – Association Board Members

The Association Board Members shall consist of a minimum of four officers and at least four members to include; Boy's Coordinator, Girl's Coordinator, Equipment, and Website. Association Board Members will have a maximum of eleven members at any one time.

The Association Board Members shall control and manage the affairs, funds, expenditures, policies and execute the Association's Bylaws. Actions of the Board shall be by majority rule.

If any vacancy occurs to Officers or the elected Officials by death, resignation or otherwise, it may be filled by a majority vote of the remaining Association Board Members at any regular meeting or any special meeting called for that purpose. Association Board Members are required to attend scheduled meetings, participate in sponsored events and promote the purpose of the Association. If a member of the Association Board fails to meet the above requirements and or fails to attend three or more meetings in a year the Officers who review the circumstances and make recommendations to the entire Board for any course of action deemed necessary.

The Association Board of Directors and its Officers shall obtain and maintain insurance and membership in U.S. Lacrosse.

Article VII - Term Limits

Bethel Youth Lacrosse Association will not impose term limits on its officers or other board members. Provisions within Article IV and Article VIII will keep a balance of power and ensure all officers and board members remain productive and accountable.



Article VIII - Voting and Elections

The Association Board Members, including officers, shall be elected annually at the September meeting. Special Ad Hoc meetings can be scheduled for elections if deemed necessary by the Association Board Members. Association Board Member Nominations will be submitted between the year end festivities in June and the August monthly meeting or an Ad Hock meeting set up for the express purpose of nominating Association Board Members positions. Nominations and information will be disseminated at the conclusion of the spring season and throughout the nomination period.

Article IX - Coaches

The Head Coaches shall be selected annually and voted on by the Association Board Members. Boy's and Girl's Coordinators will present the names of proposed Head Coaches. The assistant Coaches will be selected by the Head Coaches and must be approved by the Association Board Members.

The Head Coaches shall be responsible for their assigned teams and for the actions of their players and assistants on the field. It will be mutually understood between the Association Board Members and Head Coaches that coaching assignments may change from season to season as per the final vote of the Association Board Members. All Head Coaches must attend any scheduled coaches meeting and or policy program scheduled by the Association Board Members. Failure to attend said meetings will forfeit the coach's consideration for the Head Coaching position.

All Head Coaches must be certified by U.S. Lacrosse and pass a background check administered by Bethel Parks and Recreation. The Association will support the training and development of Head Coaches and Association Board members by reimbursing said members fees and dues to attend developmental programs. The Association Board Members will determine which programs will best suit the needs of the Association.

Article X - Committees

As events warrant committees can be formed. Committees can be standing or ad-hoc and can be formed to address specific issues as they arise. The formation of committees can be proposed by any voting member and then voted upon at the monthly meeting. A standing Committee will be formed for the purpose:

Discipline Review/Complaint/Grievance Review and Policy Review.

Definition: Policies are a high level overall plan embracing the general goals and acceptable procedures of the Association Board Members and coaches. Policies are individualized per team



and per year but will encompass the goals and positive direction of Bethel Youth Lacrosse Association. BYLA Code of Conduct shell be annexed and will be updated as needed.

Article XI - Financial and Accounting

The Board shall decide all matters pertaining to the finances of the Association and it shall place all income in a common Association Treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team. The Association Board Members will dictate all budgetary restraints on all Association Board Members, Coaches and Committee Members.

The Board shall not permit the solicitation of funds in the name of the Association unless all of the funds so raised are placed in the Association's treasury.

The Board shall not permit the contribution of funds or property to individual teams, but shall solicit the same for the common treasury of the Association.

No Officer or Member of the Association shall receive any salary or compensation from the Association for services rendered as Officer, Director or Member with the one exception of officiating or coaching. The Bethel Youth Lacrosse Association is a non-profit organization. Members may, at the discretion and approval of the Board of Directors, be compensated for programs and services rendered outside of the season of play and in the name of the Association.

All money received shall be deposited to the credit of the Association in a depository, and all disbursements shall be made by check, and all checks shall be signed by the Association Treasurer or such other Officer or person or persons as the Board shall determine.

Amounts over five-hundred dollars (\$500) require the approval of the President as well as Treasurer.

The Fiscal Year of the Association shall begin on the first day of January and end on the last day of December

Article XII - Monthly Meeting

The monthly meeting of the Association will be held a minimum of once monthly on the first Monday of each month for the months during the year. Additional meetings may be held as deemed necessary by the Association Board Members. The Association Board Members has the ability to adjust the date and times of the monthly meetings in order to have a quorum. All adjustments to the meeting schedule will be communicated to all members of the Association and general public through established channels.



Article XIII- Bylaws

Bylaws of the Association may be adopted or amended by the Association Board Members with a two-thirds vote by the Association Board Members at any duly constituted meeting, provided that written notice of such proposed changes are reviewed at the previous monthly meeting prior to the meeting at which such proposed changes shall be submitted to vote.

Article XIV - General Policy

No part of the Association's activities shall be the carrying on of propaganda. The Association shall not participate in or intervene in the publishing or distribution of statements for any political campaign on behalf of any candidate for public office. The Association shall not carry on any other activities not permitted of an organization exempt from Federal income tax under Section 501 C3 of the Internal Revenue Code of 1954, or the corresponding provision of any future United State Internal Revenue Law.

Article XV - Dissolution

In the event of dissolution, all remaining assets and property of the Association shall, after necessary expenses thereof, be distributed to such organizations as shall qualify under Section 501 C3 of the Internal Revenue Code of 1954 as amended.