

White Lake Youth Sports Club

Bylaws of White Lake Youth Sports Club

I. Name.

The name of this organization shall be the White Lake Youth Sports Club.

II. Purpose.

The purpose or purposes for which the Club is organized are as follows:

- (a) To help develop the physical, mental, and moral growth of the youth and to cooperate, as the Board of Directors of the Club deems appropriate, with any other organization promoting the same.
- (b) To provide organized and supervised recreational activities and programs for the youth.
- (c) To acquire, provide, and maintain suitable facilities and other real and personal properties to accomplish in the purposes of the Club.
- (d) To receive, collect, and disburse any and all funds or moneys fully belonging to the Club.
- (e) To solicit, receive, and accept real properties, personal properties and/or moneys to be applied in the operation of the Club.
- (f) To hold and protect and to sell, convey, and dispose of such property; and to invest and reinvest the principle thereof and deal with and expend the property, funds, and income the Club in such manner as in the judgment of the Directors will best promote its objectives.
- (g) In general to carry on such business and to do all acts not otherwise prohibited by law which will assist in the furtherance of the above-stated purpose.
- (h) No part of the properties of moneys of the Club shall be used to the benefit of any member, Director, or officer of the Club.
- (i) This Club shall not discriminate against any person on the basis of age, sex, race, or religion.
- (j) This Club is organized and will be operated exclusively for the educational and charitable purposes as defined under section 501 (c) (3) of the Internal Revenue Code.

III. Membership.

A. Qualifications. Members shall be any interested adult, 18 years of age or older, who supports the purpose and activities of the Club. No employee of the Club shall be a member in any year in which he/she is employed by the Club.

B. Good standing. Members shall be considered to be in good standing if one or more of the following applies:

- 1.** A member must attend a minimum of 4 of the 12 regularly scheduled meetings, or a minimum of 3 meetings if there are less than 12 meetings held.

C. Rights of Membership. A member shall have the right to hold office in the Club and to attend and address any meeting of the Board of Directorship.

D. Obligations of Membership. A member shall have the obligation to support the purposes and activities of the Club, as able, through voluntary service and/or financial support.

E. Removal of Members. Membership status may be denied any person or persons with or without cause, if, in the judgment of the Board of Directors, the best interest of the Club will be served.

IV. Voting.

A. Votes may be cast by the Board of Directors which includes the executive board and commissioners. Each person shall be allowed one vote. If the executive board identifies a conflict of interest by any member, that member must abstain from the vote in which a conflict of interest exists. In the event of a tie, the president shall cast the deciding vote, assuming no conflict of interest had been previously identified.

B. Voting processes shall be used for any office/position which is elected. In the event that no person is running for an office/position, the president shall appoint a person to that office/position. Voting for decisions concerning the operations of the organization must follow the voting process.

C. Voting may occur at any meeting. All Board of Directors may vote. Voting for positions shall be done at an annual meeting and by written ballot. All other votes may be verbal, at the discretion of the president.

D. Absentee ballots must be picked up from a board member and returned to a board member with the signature of the casting person and in a sealed envelope. The absentee ballot may also be mailed to any Executive Board Member. All ballots must be received before the votes are cast at the meeting.

V. Meeting of Members.

A. Annual Meeting. The annual meeting of the membership shall be held on the third Wednesday in the month of December of each year for the purpose of electing Directors and for the transaction of such other business as may properly come before the meeting. If the election of Directors shall not be held on the day designated herein for the annual meeting of the members, or at any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the members as soon thereafter as conveniently may be.

B. Special Meetings. Special meetings of the members, for any purpose or purposes may be called by the President or the Board of Directors and shall be called by the President upon written request of a majority of the members.

C. Place of Meeting. The Board of Directors may designate any place in the White Lake area of Muskegon County, State of Michigan, as the place for the annual or special meetings.

D. Notice of Monthly Meetings. An advertisement will be placed on social media prior to the meeting.

E. Rules of Order. The rules contained in Robert's Rules of Order shall govern the Club in all cases to which they are applicable and in which they are not consistent with the Bylaws of the Club.

VI. Board of Directors.

A. General Powers. The business and affairs of the Club shall be managed by a Board of Directors, except as otherwise provided by statute or these Bylaws.

B. Offices. The Executive Board of Directors shall consist of President, Vice-President, Secretary, Treasurer. The Board of Directors shall consist of the Executive Board plus the Commissioners of the various sports divisions. No person shall simultaneously hold two seats on the Board of Directors.

C. Qualifications. The Board of Directors shall consist of members who are elected to a position on the Board of Directors at the annual meeting.

Experience for the position is preferred, but not required. Persons holding a position on the Board of Directors should possess the ability to attend monthly meetings, oversee the activities falling under their position, and volunteer time to the good of the Club.

D. Elections and Tenure. Members of the Board of Directors shall be elected at the annual meeting per the previously stated voting process for a one-year term beginning the first day of January in the year following their election. Directors may succeed themselves in office. At the annual meeting, a slate of nominees shall be presented by the Nominating Committee. Nominations from the floor shall be allowed, however, persons so nominated shall have been previously informed of the responsibilities of the office and consented to serve. Nominees shall only be running for one (1) position on the ballot.

E. Vacancies. Vacancies occurring on the Board of Directors through lack of nomination, death, resignation, or removal from office as hereinafter provided shall be filled from the general membership for the unexpired portion of the term by the remaining Directors at any regular meeting or at a special meeting called for that purpose.

F. Removal. Any member of the Board of Directors may be removed from office by the Board of Directors whenever, in its judgment, the best interest of the Club will be served thereby. Any member of the Board of Directors who is proposed to be removed shall be previously notified 5 days prior of the meeting at which such action is considered and shall have the rights to attend such meeting and to here and to give testimony concerning such action.

G. Compensation. Members of the Board of Directors shall receive no compensation for their services as members of the Board of Directors.

H. Conflict of Interest. No member of the Board of Directors shall vote on any matter in which he, a member of his family, or the firm of which he is an employee has a direct pecuniary interest.

I. Special Meetings. Special meeting of the Board of Directors may be called at the discretion of President or shall be called by the President upon the written request of a majority of the members of the Board of Directors.

J. Location of meetings. All meetings of the Board of Directors shall take place in the White Lake area, Muskegon County, State of Michigan.

K. Notice. Notice of the date, time, location, and purpose of any special meeting shall be given at least 48 hours previous thereto by notice delivered personally or by mail (phone, postal, or email) to each Board of Directors member at the address each said member shall file with the secretary. If mailed, such notice shall be deemed to be delivered when deposited in the US mail with postage there on prepaid. Any member of the Board of Directors may waive notice of any meeting. The attendance of the Board of Directors member at a meeting shall constitute a waiver of notice of such meeting, except when a Board of Directors member attends a

meeting for the express purpose of objecting at the beginning of the meeting to the transaction of any business because the meeting is not lawfully called or convened, or thereafter if an item of business comes before the Board which had not been specified in the notice of special meeting.

L. Quorum. Four (4) members of the Board of Directors present at any meeting of the Board of Directors shall be requisite and shall constitute a quorum provided that if a quorum is not present, those members present may adjourn the meeting without further notice.

M. Manner of Acting. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

N. Policies of the Club. The Board of Directors shall formulate, maintain, and enforce a General Policy and Financial Policy for the Club which shall be binding on the Club and all its members. All disbursements shall require approval of the Board of Directors and all disbursements shall be paid by check signed by two (2) Directors authorized by the Board.

VII. Duties of Directors.

A. President. The President shall:

- 1) be the principal executive officer of the Club and, subject to the control of the Board of Directors, shall in general supervise and control all the business and affairs of the Club.
- 2) when present, preside at all meetings of the members and of the Board of Directors.
- 3) be an ex officio member of all committees.
- 4) sign, with any other proper officer of the Club thereunto authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, checks, or other instruments which the Board of Directors has authorized to be executed.
- 5) shall, with Board approval, appoint such persons as are necessary for the proper operation of the Club.
- 6) perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

B. Vice President. In the absence of the President or in the event of his/her death, inability, or refusal to serve, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to the restrictions upon the President, and he shall also perform

such other duties as from time to time may be assigned to him/her by the President or by the Board of Directors.

C. Secretary. The Secretary shall:

- 1) keep and disburse the minutes of the proceedings of the membership and of the Board of Directors.
- 2) see that all notices are given in accordance with provisions of these Bylaws.
- 3) be custodian of the Club records.
- 4) keep a register of the membership including addresses and phone numbers (if any), which shall be furnished to the Secretary by such members.
- 5) sign, with the President, such legal documents which the Board of Directors has authorized to be executed.
- 6) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him/her by the President or Board of Directors.

D. Treasurer. The Treasurer shall:

- 1) have charge and custody of and be responsible for all funds and securities of the Club.
- 2) receive monies, give receipts for monies received, give receipts for monies due and payable to the Club from any source whatsoever, and deposit all such monies in the name of the Club in such banks or other depositories as shall be selected by the Board of Directors.
- 3) report all pertinent financial information to the Board of Directors on a monthly basis.
- 4) in general perform all duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the President or Board of Directors. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his/her duties with such sum and with such surety as the Board of Directors shall determine.

E. Commissioners. The Commissioner of each sport shall:

- 1) manage the affairs of said division as provided for in the Policies and Procedures of the division, subject to the approval of the Board of Directors.
- 2) attend the monthly meetings of the Board of Directors.

VIII. Committees.

A. Other committees.

Subject to the approval of the Board of Directors, the President shall appoint such agents or committees as he/she and the Board deems necessary to carry out the purposes of the Club.

IX. Commissions.

A. Policies and Procedures.

Each of the various Club divisions shall be guided by a Policies and Procedures Manual. The current Commissioner shall be responsible for following said policies and procedures, and for recommending appropriate revision. All sports division activities are subject to Board of Directors approval.

B. Current Roster of Commissions.

1. Girls Basketball
2. Boys Basketball
3. Travel Soccer (both spring and fall)
4. Micro-Soccer
5. Select Soccer

X. Fiscal Year.

The fiscal year of the Club shall begin on the first day of January and end on the 31st day of December in each year.

XI. Amendments.

These Bylaws may be altered, amended, or replaced and new Bylaws may be adopted by the general membership by the affirmative majority vote of the members attending, a quorum being present, provided such proposal action be submitted in writing to all Directors at the previous meeting of the Board of Directors.

XII. Dissolution.

Upon the affirmative vote of two-third (2/3) of the entire Board of Directors, the Club shall be liquidated. All members of the Club shall be deemed to have expressly consented and agreed that upon such dissolution or winding up the affairs of the Club, whether voluntary or involuntary, the assets of the Club, after all debts have been satisfied, then remaining in the hands of the Board of Directors shall be distributed, transferred, conveyed, delivered, and paid over, in such amounts as the Board of Directors may be determined or as may be determined by a court of competent jurisdiction upon application of the Board of

Directors, exclusively to a charitable, educational, or another appropriate organization which would then qualify under the provision of Section 501 (c) (3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended.

Revised July 2015 by Heather Switanowski

President: Elizabeth Johnson

Amendment 1: There will be a no-refund policy for registration fees. Any exceptions to this would be subject to board approval. Per meeting on August 18, 2008.

Amendment 2: There will be a graduated stipend pay for board members payable once a year (January). Board member must sign in and out of each meeting and have attended most of the meeting to receive stipend. Substitutes for members will not accrue stipend:

WLYSC Year Income	Stipend Pay per Meeting	Attended
> \$3000	\$20	
> \$2500	\$15	
> \$2000	\$10	
< \$2000	\$0	

* NOTE: Co-commissioners must share stipend