



**WILDCAT YOUTH
FOOTBALL
CLUB**

Developing The Future Since 1997

BY-LAWS

Rev “L”

Adopted: July 26, 2012

REV. “L” 7/26/2012

SUPERCEDES REV “J” 1/27/2011

WILDCAT YOUTH FOOTBALL CLUB BY-LAWS (REV “L” ADOPTED 7/26/12)

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WILDCAT YOUTH FOOTBALL CLUB BY-LAWS

REV. "K" 1/27/11

SUPERCEDES REV "J" 6/25/09

Article I – Name

Section 1: The name of this organization shall be the Wildcat Youth Football Club (WYFC).

Section 2: The principal office of this organization shall be located within the Mayfield City School district in the state of Ohio.

Article II – Affiliation

This organization is not a subsection or affiliated with any legal entity.

Article III – Purpose

Section 1: To provide an opportunity for youth residing in the Mayfield City School District to participate in an organized football program and football related activities.

Section 2: To provide an opportunity for interested adults to promote the sport of football through participation in Wildcat Youth Football Club activities.

Section 3: To interact with the Mayfield City School District's Director of Athletics and the football coaching staffs to further develop a football program within the school district.

Article IV – Membership

Section 1: Active Membership in the Wildcat Youth Football Club is open to any responsible adult of sound character. Any individual who is under suspension by the Wildcat Youth Football Club, the Mayfield Area Recreation Council, The National Youth Sports Coaches Association, the

Mayfield City Schools, or any other youth organization shall not be eligible for membership in the Wildcat Youth Football Club. For the purpose of determining membership status, any member of the Wildcat Youth Football Club who has been suspended by the Mayfield Area Recreation Council, The National Youth Sports Coaches Association, or the Mayfield City Schools shall be considered to have been expelled from the Wildcat Youth Football Club. Reinstatement of Active Membership privileges is possible only under the provisions of Article XIII, Section 8 and Section 9.

Section 2: All applications for active membership must be in writing and accompanied by dues in advance for the first year of membership.

Section 3: Applications for Active Membership must be accepted by a majority vote of the Wildcat Youth Football Club executive board.

Section 4: Background checks will be conducted by a certified agency (i.e. Local Police Department), and will be performed yearly by fingerprinting all applicants that will be involved with coaching children as well as leadership in the club. Other volunteers may be required to be fingerprinted based on the discretion of the executive board.

Section 5: Section 5: All Coaching applicants shall provide a signed coaching application. The application will be rejected if it is not accompanied with evidence that the applicant has successfully completed a safety- training program designated by the Wildcat Youth Football Club Executive Board.

Section 6: The President shall receive a copy of the background investigation and submit the report findings along with the recommendations, based on the disqualifying findings in this document, to the board for resolution in accordance with this document and the WYFC By-Laws.

Section 7: The information that is on the report shall be kept confidential, and it the responsibility of the WYFC Board to use professionalism when dealing with these issues.

Section 8: The action taken by the board must be documented and kept with the reports for 5 years.

Section 9: Disqualifying Findings:

- a. An applicant will be disqualified and prohibited from serving as a volunteer if he or she has been found guilty or has entered a plea of guilty or nolo contendere (no contest), regardless of the adjudication for any of the disqualifying offenses. A review process of the disqualifiers will be conducted on an as needed basis and will be reviewed by the WYFC Executive Board. Regardless of the amount of time since offense. Examples: Child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.
- b. All Felony Violence: Regardless of the amount of time since offense. Examples: Murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.
- c. All crimes against children: Regardless of the amount of time since offense. Examples: Child abuse, child neglect, etc.
- d. All Felony Offenses other than violence or sex: within the past 10 years from time of release from jail. Examples: Drug related, theft, fraud, etc. Exclusions: The applicant may not run for Treasurer.
- e. All Misdemeanor Violence: within the past 7 years from time of release from jail. Examples: Simple assault, battery, domestic violence, hit and run, etc.
- f. All Misdemeanor drug and alcohol offenses within the past 5 years or multiple offenses in the past 10 years from time of release from jail. Examples: Driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- g. Any other misdemeanor within the past 5 years from time of release from jail, that would be considered a potential danger to children or is directly related to the functions of that volunteer.

- h. Other restrictions: Regardless of the amount of time: Open Charges: Persons with any open charges for disqualifying offenses shall be restricted from volunteering until the active case is brought to resolution or the charges are dropped. Examples: Have his or her parental rights suspended or revoked by a court of law.

Article V – Dues & Fees

Section 1: The annual dues for Active Membership of the Wildcat Youth Football Club shall be determined by the Executive Board subject to subsequent approval of a simple majority vote of the membership at a regularly scheduled business meeting with a quorum in attendance.

Section 2: The annual Player's fees for the Wildcat Youth Football Club shall be determined by the Executive Board.

Section 3: The annual fees for other youth participants in Wildcat Youth Football Club activities such as cheerleading shall be determined by the Executive Board.

Section 4: Members of the Wildcat Youth Football Club Executive Board shall be eligible to receive discounted annual registration fees for their dependent children who are players or other youth participants in Wildcat Youth Football Club activities. The amount of the discount shall be 50% per dependent child. The discount shall only apply to the base registration fees for each child.

Article VI – Government

Section 1: The government of the Wildcat Youth Football Club shall be vested in an Executive Board. The Executive Board shall have control and management of the property of the Wildcat Youth Football Club and shall direct the business affairs of the club.

Section 2: The Executive Board shall be comprised of the President, Vice President, Secretary, Treasurer, one League Representative, a Commissioner and a Cheer Director.

Section 3: Vacancies on the Executive Board shall be filled by majority vote of the Executive Board. The appointee to fill any such vacancy shall serve for the duration of the term for the individual being replaced.

Article VII – Finances & Property

Section 1: All funds and property are to be held in the name of the Wildcat Youth Football Club.

Section 2: The Executive Board shall approve all expenditures, regardless of amount, by majority vote prior to the commitment of the obligation.

Section 3: An annual budget shall be submitted by the President to the Executive Board. The budget is subject to subsequent approval of the membership at a regularly scheduled business meeting with a quorum in attendance.

Section 4: The fiscal year of the Wildcat Youth Football Club shall coincide with term of office for members of the Executive Board.

Article VIII – Meetings

Section 1: Membership Meetings of the Wildcat Youth Football Club shall be conducted once each month at a time and place prescribed by the executive board. A voting quorum for regularly scheduled membership meetings shall be ten active members, three of which must be Executive Board members. Only Active Members current in dues obligations may vote on business at Membership Meetings. New members are not eligible to vote on business at Membership Meetings until the second meeting they attend.

Section 2: Executive Board Meetings of the Wildcat Youth Football Club shall be conducted as called by the President. A voting quorum for Executive Board meetings shall be three Executive Board members. Only members of the Executive Board may participate in discussions and vote on business at Executive Board Meetings. A majority affirmative vote of

the Executive Board is required to allow non Executive Board members to speak or make presentations at Executive Board meetings.

Section 3: Special Membership Meetings of the Wildcat Youth Football Club may be called by the President with three days notice to all active members. Such notice shall include the matter of business to be conducted at the special meeting. A voting quorum for special meetings shall be ten active members, three of which must be Executive Board members. Only Active Members current in dues obligations, and satisfying the attendance requirements of Article VII Section 1, may vote on business at Special Membership meetings. Special Membership Meetings called for the purpose of amending Wildcat Youth Football Club By-Laws are governed by Article XV.

Section 4: Meetings of all Wildcat Youth Football Club Committees shall be called by the Committee Chair as needed. Only members of the committee may vote on business at Committee meetings.

Section 5: All meetings of Wildcat Youth Football Club and Membership are open to all active members current in dues obligations. Executive Board, Special, and Committee meetings are open to members of those groups only. Participation in the discussion and the voting on business at these meeting is regulated as described in the preceding sections defining meeting types.

Section 6: The proceedings and order of business at all meetings of the Wildcat Youth Football Club shall be governed by Roberts Rules of Order.

Section 7: The Order of Business for Membership Meetings shall be as follows:

- I. Call to Order
- II. Minutes of Previous meeting
- III. Treasurer's Report
- IV. Committee Chair & Officer's Reports
- V. President's Report
- VI. Old Business

VII. New Business

VIII. Adjournment

Article IX – Duties of Officers

Section 1: The President as chief executive officer of the Wildcat Youth Football Club shall supervise all activities of the club and preside at all Membership and Executive Board meetings. The President shall make appointments to chair committees. The President shall submit to the board for approval a budget and required safety training programs for coaches and others designated as in need of such training. The President has voting privileges on every Wildcat Youth Football Club committee. The President shall be bonded; individuals not being eligible to be bonded are not eligible to serve.

Section 2: The Vice President shall preside at meetings when the President is absent, determine from meeting attendance records members' eligibility to vote on matters with eligibility requirements, and shall serve as the official Wildcat Youth Football Club representative.

Section 3: The Secretary shall keep and preserve the records of all proceedings and attendances of Membership, Executive, and Special meetings, supervise the correspondence of the club, and shall preside at meetings when the President and Vice President are absent.

Section 4: The Treasurer shall collect funds due, and disburse funds owed as approved by the Executive Board, and maintain records of all financial activity. The Treasurer shall be bonded; individuals not being eligible to be bonded are not eligible to serve.

Section 5: The League Representative shall serve as the official Wildcat Youth Football Club representatives to any league the club may be a member and to any and all sanctioning bodies the Wildcat Youth Football Club may subscribe to.

Section 6: The Commissioner shall be Responsible for the supervision and direction of all Non-football activities of The WYFC not specifically identified in the duties of other board members.

Section 7: The Cheer Director shall be Responsible for the supervision and direction of all Cheerleading activities of the WYFC.

Article X- Election of Executive Board Members

Section 1: The President, Vice President, Secretary, Treasurer, League Representative, Commissioner and Cheer Director shall be elected by eligible members of the Wildcat Youth Football Club at the regular membership meeting in January.

Section 2: Elected Executive Board members shall assume office at the adjournment of the election meeting.

Section 3: No member shall be elected to hold the same office for more than two consecutive years. An appointment to fill a vacant Executive Board office does not constitute being elected and therefore a member accepting an appointment to fill a vacant office is eligible to be elected to two consecutive terms after serving the un-expired term of the office to which that member was appointed.

Section 4: All Active Members current in dues obligations are eligible to be nominated for an Executive Board office.

Section 5: Candidates for office shall be nominated and seconded only by Active Members current in dues obligations at the December Membership meeting.

Section 6: Voting for the election of Executive Board members shall be by individuals and no person shall cast more than one ballot for each office. Proxies and absentee voting shall not be recognized.

Section 7: Voting eligibility for the election of Executive Board members is restricted to only Active Members who are current with dues obligations and have attended 1/2 of the regular monthly membership meetings held during the term of office for sitting members of the

Executive Board. First year Active Members must have attended one half (50%) of the regularly scheduled membership meetings held August through January to be granted voting privileges at an election meeting.

Article XI – Committees

Section 1: The Executive Board shall appoint committees deemed proper and necessary to fulfill the purpose of the Wildcat Youth Football Club.

Section 2: Standing Committees of the Wildcat Youth Football Club are:

- a. Coaches
- b. Cheerleaders
- c. Player Personnel
- d. Fund-Raising
- e. Field
- f. Banquets
- g. Equipment

Section 3: Only Active Members current in dues obligations are eligible to chair Wildcat Youth Football Club committees.

Section 4: The President is a voting member of all Wildcat Youth Football Club committees.

Article XII – Removal from Office

Section 1: Any Executive Board member may be removed from office for just cause.

Section 2: Complaints of Executive Board member negligence or misconduct may be submitted by any Active Member current with dues obligations. The complaint must be in writing and is to be submitted to any Executive Board member.

Section 3: The complaint must be reviewed by the Executive Board at a meeting called in accordance with Article VIII, Section 2.

Section 4: The Executive Board may only by 5/7 affirmative vote find that the complaint merits removal from office. In the event of an affirmative vote for removal, the Executive Board shall then submit to the membership a binding resolution for removal from office. The submission may be made at a Regular Membership meeting or a Special Meeting.

Section 5: Voting eligibility for the removal of an Executive Board member is restricted to only Active Members who are current with dues obligations and have attended 1/2 of the regular monthly membership meetings held during the current fiscal year. First year Active Members must have attended a minimum of four (4) regularly scheduled membership meetings prior to the meeting to be granted voting privileges for removal of an officer.

Section 6: Binding Resolutions for removal from office of the Wildcat Youth Football Club Executive Board must receive a 2/3 affirmative majority of votes cast to be adopted.

Section 7: Removal from office of the Wildcat Youth Football Club Executive Board shall be in force immediately upon affirmative vote.

Article XIII – Disciplinary Proceedings

Section 1: Any Wildcat Youth Football Club Member may be suspended or expelled for just cause.

Section 2: Complaints of member negligence or misconduct may be submitted by any Active Member current with dues obligations. The complaint must be in writing and is to be submitted to any Executive Board member.

Section 3: The complaint must be reviewed by the Executive Board at a meeting called in accordance with Article VIII, Section 2.

Section 4: The Executive Board may only by 5/7 affirmative vote find that the complaint merits expulsion from the club. In the event of an affirmative vote for expulsion, the Executive Board shall then submit to the membership a binding resolution for expulsion from the Wildcat

Youth Football Club. The submission may be made at a Regular Membership meeting or a Special Meeting.

Section 5: Binding Resolutions submitted to the membership for expulsion from the Wildcat Youth Football Club must receive a 2/3 affirmative majority of votes cast to be adopted.

Section 6: Voting eligibility for the expulsion of a member is restricted to only Active Members who are current with dues obligations and have attended 1/2 of the regular monthly membership meetings held during the current fiscal year. First year Active Members must have attended a minimum of four (4) regularly scheduled membership meetings prior to the meeting to be granted voting privileges for expulsion of a member.

Section 7: Expulsion from the Wildcat Youth Football Club shall be in force immediately upon affirmative vote.

Section 8: Expelled members may apply for membership reinstatement in accordance with Article IV, Sections 1, 2, and 4, no sooner than 12 months after the enforcement date of expulsion.

Section 9: The Executive Board may only by 5/7 affirmative vote, reinstate the membership of an expelled member.

Section 10: The Executive Board may only by 5/7 affirmative vote to impose a suspension of membership privileges in the event expulsion is deemed too severe an action to address a rules violation.

The duration of suspension shall be prescribed at the time of imposition and the Executive Board may impose any duration of its choice.

Reinstatement at the conclusion of the suspension term is not automatic.

The Executive Board upon being satisfied the terms of suspension were not violated, may only by 4/5 affirmative vote, reinstate the membership of a suspended member.

Section 11: Suspensions and reinstatements are solely at the discretion of the Executive Board and not subject to approval by the membership.

Article XIV- Board of Trustees

Section 1: The Wildcat Youth Football Club Board of Trustees shall be comprised of a minimum of 1 and a maximum of six individuals.

Section 2: Trustees shall be appointed by the President with approval of a simple majority of the Executive Board.

Section 3: The Chairperson of the Board of Trustees shall be appointed by the President with approval of a simple majority of the Executive Board.

Section 4: Trustees shall satisfy at least one of the following requirements:

- a. Charter Wildcat Youth Football Club Active Member
- b. Five year Wildcat Youth Football Club Active Member
- c. Mayfield City Schools Board Member
- d. Member of The Mayfield City Schools Administration
- e. Elected or Appointed officials of Mayfield City School District communities
- f. Past Wildcat Youth Football Club Executive Board Member

Section 5: Trustees shall serve a term of one (1) years.

Section 6: Trustees may be re-appointed as many times as the President, with the approval of the Executive Board, sees fit.

Section 7: The Board of Trustees shall meet at their own discretion and shall advise the Executive Board as needed.

Article XV – Amendments of By-Laws

Section 1: Proposed amendments to the Wildcat Youth Football Club By-Laws must be presented in writing to the Secretary.

Section 2: Proposed amendments to the Wildcat Youth Football Club By-Laws shall be voted on at the regular membership meeting as required.

Section 3: Voting eligibility for the amendment of By-Laws is restricted to only Active Members who are current with dues obligations

and have attended 1/2 of the regular monthly membership meetings held during the current fiscal year. First year Active Members must have attended a minimum of four (4) regularly scheduled membership meetings prior to the meeting to be granted voting privileges for the Amendment of By-Laws.

Section 4: Proposed amendments to the Wildcat Youth Football Club By-Laws may by majority vote of the Executive Board be submitted to the membership for approval at either a regularly scheduled membership meeting or a special meeting. A thirty-day (30) advance notice of such meeting is required. Voting eligibility for the amendment of By-Laws at a meeting other than the regularly scheduled membership meeting in January is restricted to only Active Members who are current with dues obligations and have attended 1/2 of the regular monthly membership meetings held during the current fiscal year.

Section 5: Proposed amendments to the Wildcat Youth Football Club By-Laws must receive a 2/3 affirmative majority of votes cast to be adopted.

Section 6: Amendments to the Wildcat Youth Football Club By-Laws shall be in force immediately upon affirmative vote.

Article XVI – Dissolution

Section 1: The Executive Board by an affirmative majority vote of 5/7 may dissolve the Wildcat Youth Football Club.

Section 2: All assets of the Club, which include property and funds, shall become the property of The Mayfield City Schools.