



Junior Sports Association

# Standing Rules and Bylaws

Revised March 11, 2011

## SOUTH BAY F.O.R. JUNIOR SPORTS ASSOCIATION

Welcome to South Bay F.O.R. Junior Sports Association!

“F.O.R.” was first organized in 1959 by Mas Fukai and a handful of friends to perpetuate the memory of the late Richard Nishimoto who exemplified the highest ideals of an outstanding young athlete. The title now is the “SOUTH BAY F.O.R. JUNIOR SPORTS ASSOCIATION.”

South Bay F.O.R. was incorporated under the laws of the State of California on August 1, 1972 as a non-stock public benefit organization, and is recognized as a non-profit charitable organization by both the **State of California (D-6621160)** and the **Internal Revenue Service (Federal I.D. 23-7304595)**, and all contributions to the organization are tax-deductible. There are no paid officers or staff. You, the parents and players, are the members who provide the leadership to determine the policies and procedures for our youth athletic programs. The operation of South Bay F.O.R.'s many youth programs requires active participation by all members.

There are currently three divisions within the F.O.R. club: Boys Basketball, Girls Basketball, and Junior Golf. F.O.R. does not sponsor its own basketball league thus each division participates in leagues sponsored by other civic organizations:

- ◆ Boys (2<sup>nd</sup> grade through 12<sup>th</sup> grade) - Crescent Bay Optimists Sports League (CBOSL);
- ◆ Girls (2<sup>nd</sup> grade through 12<sup>th</sup> grade) – Japanese American Optimists (JAO);
- ◆ Men - Nisei Athletic Union;
- ◆ Women (15yrs and older) - Women's Athletic Union

F.O.R. is responsible for collecting all league and tournament fees that are separate from FOR membership fees. The league fees go directly to the respective sponsoring organization to meet their expenses of providing intramural games.

Although each of the three divisions operate semi-autonomously, all divisions answer directly to the F.O. R. Board of Directors as do other ad hoc committees which manage and operate F.O.R. sponsored activities, i.e. Double Dribble, Small Fry, Pie League, Candy League, High School Round Ball and Master's League. Total cooperation among and between divisions and the Board shall prevail at all times to insure the organization's successful existence and growth.

Club membership fees covers a portion of the total operating costs and expenses. To keep out-of-pocket expenses to a minimum, the Club generates additional revenue through fundraisers such as our annual invitational youth basketball tournament. All F.O.R. teams are expected to participate and help support the tournament.

The South Bay F.O.R. Standing Rules and By-laws are enclosed. Please read through these documents as they explain what each team can and cannot do as members of this organization.

Sincerely,  
SOUTH BAY F.O.R. JUNIOR SPORTS ASSOCIATION.

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# F.O.R. Standing Rules

## I. Objectives / Philosophy

- A. To provide organized youth sports where an individual can develop and enhance fundamental athletic skills in a supportive environment.
- B. To promote character building and sportsmanship by teaching discipline, respect, hard work, teamwork, fair play, and how to win and lose with grace.
- C. To provide support to the nearby communities as requested and approved by the Board.
- D. The success of the F.O.R. philosophy and objectives can only be accomplished through the combined efforts of the participating parents, coaches and players.

## II. Membership

- A. Membership year runs July 1 through June 30. At the July meetings, teams shall submit the following:
  - 1. Rosters
    - F.O.R. Roster – minimum of 7 players (leagues/tournaments may have different requirements)
  - 2. Membership dues
  - 3. Player-parent agreement
    - Need prior to the start of practices/games
  - 4. Coach code of conduct
    - Head Coach and Assistant Coaches listed on F.O.R. Roster
- B. Final rosters and membership for existing teams in grades 2<sup>nd</sup> through 8<sup>th</sup> is the first division meeting in January. Any team or individual not complying with this schedule will not be allowed to represent F.O.R. in any activity until the next membership year.
- C. Final rosters and membership for existing teams in grades 9<sup>th</sup> through 12<sup>th</sup> is the first division meeting in February. Any team or individual not complying with this schedule will not be allowed to represent F.O.R. in any activity until the next membership year.
- D. Absolutely no roster amendments, no new members, and no new teams shall be accepted after the above dates.

### **III. Individual Responsibilities**

#### **A. Parent Members**

1. Uphold and abide by the Standing Rules and By-Laws, as well as the Parent-Player Agreement.
2. Participate in F.O.R. organizational and team activities, i.e., awards presentations, and other fundraisers.
3. Accept direct responsibility as officers, team representative, coach, gym monitor, etc., when called upon.
4. Demonstrate good conduct, positive attitude, sound ethics, and good sportsmanship.
5. Encourage an active interest in team and F.O.R. activities with your child(ren).
6. Provide full support and cooperation to the coach, team representative, F.O.R. leaders and officers.

#### **B. Player Members**

1. Uphold and abide by the Standing Rules and By-Laws, as well as the Parent-Player Agreement.
2. Attend and participate in practices, games and F.O.R. functions.
3. Strive to:
  - a) Demonstrate good attitude and sportsmanship
  - b) Give your utmost under ALL circumstances
  - c) Respect and support the coach, team representative, organization leaders and officers
  - d) Appreciate and enjoy competitive athletics

#### **C. Coaches**

1. Uphold and abide by the Standing Rules and By-Laws, as well as the Coaches Code of Conduct.
2. Demonstrate good conduct, positive attitude, sound ethics, and good sportsmanship. to all players.
3. Use appropriate coaching techniques to develop, and enhance fundamental skills to ALL participants; treating each player as an individual.
4. Organize safe, fun, and challenging practices.
5. Provide fair and equitable playing time to all participants and follow the provisions as set forth in section V (Fair Playing Time Rule) of these Standing Rules.

6. Be knowledgeable and abide by the rules of the leagues and tournaments that you coach. Review these with your players.
7. When required, attend team meetings, divisional and general meetings, and F.O.R. related functions and events.
8. Provide an open line of communication with the parents and players.

#### **D. Team Representative**

1. Uphold and abide by the Standing Rules and By-Laws.
2. Serve as the administrative liaison between the team, the division, and the organization. Duties include the following:
  - a) Attend F.O.R. divisional and general meeting. In your absence, send an alternate representative from your team.
  - b) Awareness and understanding of policies and procedures.
  - c) Disseminate meeting information to your team parents.
  - d) Administrate team obligations.
  - e) Delegate specific duties to parents (e.g. phone committees, game spotter, gym monitor, etc.).
  - f) Act as intermediary between coach, players, and parents.

### **IV. Team Responsibilities**

#### **A. General**

1. Team meetings, inclusive of ALL participants, parents, and coach(es), are encouraged and should be held as required. It is advised that every member understand their team's objectives as well as their roles and responsibilities as members.
2. Review and understand F.O.R. philosophy, By-Laws, Standing Rules, Code of Conduct, and other policies and procedures.
3. Review rules and regulations applicable to leagues or tournaments.
4. Provide accurate and up-to-date roster, parent-player agreements, and coach code of conduct.
5. One representative and one alternate shall be selected to officially represent the team at meetings. The organization encourages that the representative and alternate positions be rotated among the team parents on a yearly basis. The team shall inform the Division when there is a change in team representative/alternate

#### **B. Attendance and Participation**

F.O.R. members and their parents are required to participate in all F.O.R. functions and activities:

- a) Fundraisers. (i.e. annual invitational basketball tournament)
- b) Other F.O.R. general /divisional (i.e. club officers, committee members, and board members) and community functions as assigned.

### **C. Fundraising**

1. All fundraising activities by individual teams must be submitted for approval by the division Commissioner and/or the F.O.R. Executive Board.
2. F.O.R. organizational and/or divisional fundraising projects shall supersede any individual team function.

### **D. Tournaments**

Teams participating in local and out-of-town tournaments shall:

1. Submit roster, F.O.R. payment request form, and a check to cover fees made payable to "South Bay F.O.R." to division treasurer. A copy of the tournament roster must be submitted to the Division Commissioner also. If borrowing another F.O.R. player see "Player Loan Acknowledgement" form for the rules governing F.O.R. player loans.
2. Register in the tournament under "F.O.R. (team name)".
3. Wear official uniforms (Royal Blue & White) displaying the F.O.R. logo.
4. Provide parental supervision for out-of-town tournaments.
5. Abide by the tournament rules and guidelines.

### **E. Gym/Facilities**

1. The F.O.R. Gym Coordinator shall monitor F.O.R. assigned gym/facilities permits.
2. Teams shall submit their request for gym practice time through their respective Division. Issuance of practice time is based on availability. Gym time is not the property of F.O.R. teams. The gym time cannot be loaned to other individuals or teams.
3. Individual teams desiring to apply for gym/facilities permit on their own shall comply with the following stipulations:
  - a) Use of the "F.O.R." name is strictly prohibited when requesting gym/facility.
  - b) No permit shall be requested under a non-existent or fictitious organizational name.
  - c) Teams shall inform their respective Division of any "outside" gym/facility usage.

## **F. Uniforms and Equipment**

1. All team uniforms in the Boys and Girls Divisions shall be regulated by the F.O.R. Executive Board.
2. All teams must wear official F.O.R. uniforms (Royal Blue & White) displaying the F.O.R. logo on the top upper left hand corner of the jersey. Teams may only purchase uniforms through an authorized F.O.R. vendor. F.O.R. uniforms or equipment shall not be used in any non-sanctioned league. Sanctioned leagues are the NAU, WAU, CBO, CYC, SBY and JAO.

## **V. Fair Playing Time Rule**

### **A. Team**

1. Each team will establish the playing time entitled each player by determining the number of games (playing minutes) and the number of players on the roster as agreed upon by the team.
2. The coach has the prerogative of subtracting playing minutes from a player for disciplinary reasons. In penalization to the player coach must explain the situation to the player's parents.
3. Exemptions to playing time:
  - a) Teams must comply with the minimum playing time rules applicable for the league in which the team participates.
  - b) These rules are waived for non-league games, pre and post season tournaments.
  - c) Exceptions:
    - (1) Injuries.
    - (2) Ejection from game due to personal/technical fouls.

## **B. Sportsmanship**

1. Inasmuch as learning the fundamentals and techniques of the sport and learning good sportsmanship should never be sacrificed for the sole objective of winning a game, we believe that by the time the player reaches the Junior Division more emphasis may be placed on the winning attitude and that performance be rewarded with more playing time.
2. All teams should rely upon the coach to use his/her judgment in the playing time given the players. A word of caution; it is our hope that the coaches of teams understand the primary objectives of the F.O.R. Club and will not tolerate the philosophy of "winning at any costs."

## **VI. Formation of Teams**

### **A. Formation and Reorganization**

The Division Commissioner shall govern the formation and/or reorganization of teams. Each team shall meet the minimum sanctioned league requirements.

### **B. New Teams**

1. Individuals planning to form and enter a complete new team shall secure approval from the Division Commissioner.
2. There shall be no recruitment of current F.O.R. players to form a new F.O.R. Team.
3. Since the organization's charitable purpose is to promote youth sports, the selection of any player to join a team cannot be based on that player's skill level. Conditional invitations to prospective players to participate in a formal or informal team practice for the purpose of observing and/or determining the player's skill level is not permitted.

### **C. Existing Teams**

1. There shall be no recruitment of F.O.R or other organizations' rostered players.
2. Section VI. B.3. (See above) applies with equal force to existing teams.

### **D. Transfer of Teams/Organizations**

The South Bay F.O.R. organization recognizes that people are human and that personalities and philosophies may begin to differ over a period of time. However, team members, parents, and coaches are strongly encouraged to work out their differences and problems to the best of their abilities. Requesting a transfer should be an option only when matters cannot be reconciled for the benefit of the player and the team. Requesting a transfer should be done with careful thought by all parties involved.

There shall be NO team recruitment, team jumping, transfers or exchanges of playing (rostered) members of any F.O.R. basketball teams. The Mediation Committee ("Committee") or the Executive Board ("Board") may make the following exceptions.

1. When a mixed grade team moves up to a higher division, the coach may release the players that choose to stay in the lower division. A 'Petition to Transfer' form must be submitted to the Division Commissioner and approved by the committee or Board before joining a new team. If, as a result of the split, there are not enough players to form a team per the minimum roster requirements, then Section VI E. (Team Disbanding), below, will be in effect.
2. When one team has an excess number of players and another team does not have the minimum roster requirements, through mutual agreement among the players, coaches, and parents of both teams, players may transfer to the team with fewer players. Minimum roster as defined by the sanctioned leagues JAO and CBO; GEO and SBY are considered developmental leagues. 'Petition to Transfer' forms must be submitted to the Division Commissioner and approved by the Committee or Board prior to changing teams.
3. When a player and his/her parents petition to transfer to a team playing in a higher division because it is felt that a higher level of ability would be of benefit to the development of the player. A 'Petition to Transfer' form must be submitted to the Division Commissioner and approved by the Committee or Board before changing teams.
4. When a player and his/her parents petition to transfer to a team playing in a lower division of his/her age/grade (depending upon the rules set by the respective leagues) because it is felt that playing in the player's correct age/grade would benefit the development of the player. A Petition to Transfer form must be submitted to the Division Commissioner and approved by the Committee or Board before changing teams.
5. A player may sit out (not play on a F.O.R. team in any sanctioned leagues or tournaments) for one year (12 months from the date approved by the Committee or Board) and be free to join any team. The player and the parents of that player must submit a written letter of resignation from the team to the Division Commissioner.
6. If a transfer has been approved by the Committee or Board, that player may not transfer to any other F.O.R. team for a period of twenty-four (24) months after the date of approval.
7. Appeals. Any party involved in the transfer petition can appeal the ruling by the Committee or Board. This appeal must be in writing and presented to the Division Commissioner within ten (10) days after the ruling has been communicated to the party involved. The appeal will be forwarded to the South Bay F.O.R. Executive Board who will meet with the affected persons and consider the appeal. The decision by the Board is final.

A "Player Petition to Transfer Teams" form must be completed with all necessary signatures and presented to the Division Commissioner.

#### **E. Team Disbanding**

When a team disbands officially and the coach/parent representatives have notified the Division Commissioner in writing, the players may join or be selected by the existing teams. The no soliciting rule is in effect until the team officially disbands.

1. A team in the South Bay F.O.R. Club shall be considered disbanded when the following conditions have been met:
  - a) The team members, parents, and coach(es) have openly discussed the situations that have led to the discussion of disbanding and have determined that there is no solution or compromise that is acceptable to the parties involved.
  - b) Enough players have resigned from the team, and there are no current members of the existing team who choose to continue to compete as the same team, resulting in a situation where the roster does not meet the league minimum player requirement. Therefore, the team is no longer able to participate in a sanctioned league (JAO and CBO).
    - (1) Those players who have resigned from the team prior to the decision to disband shall be considered to be in the category of Section VI. D. 5 (Transfer of Teams/Organizations).
    - (2) Those players remaining after the team disbands shall be free to transfer to any South Bay F.O.R. team.
    - (3) A written letter signed by the team players, parents, and coach(es) has been submitted to the Division Commissioner at a regularly scheduled monthly division meeting requesting approval to disband.
    - (4) Approval to disband has been given by the Mediation Committee ("Committee"). The Board or Committee reserves the right to interview any or all the parties involved prior to granting approval.
2. The decision to approve or deny shall be given within ten (10) days after the completion of any necessary interviews by the Board or Committee.

An appeal can be submitted in writing to the Division Commissioner who will forward it to the South Bay F.O.R. Executive Board for review and reconsideration. This appeal must be submitted within ten (10) days of the date the affected party received the decision.

## **VII. Grievances/Penalties**

### **A. Grievances**

Individual and/or team grievances are to be resolved in the following manner:

- a) Consult the respective Division Commissioner.
- b) Appeal to the Mediation Committee for determination.
- c) Final appeal brought before the F.O.R. Executive Board for final decision.

### **B. Penalties**

The Mediation Committee subject to review, by the F.O.R. Executive Board, shall determine penalties for non-compliance to any of the proceeding Standing Rules.

## **VIII. Non-profit Charitable Organization Documentation**

- A. It is important that the South Bay F.O.R. Junior Sports Association comply with tax laws and have sound operating procedures. The Executive Board has the following documents on file as recommended by the Internal Revenue Service:
  - a. Conflict of Interest Policy
  - b. Whistleblower Policy
- B. Internal Revenue Service 990 form is filed annually
- C. Statement of Information is filed biennially with the California Secretary of State (to maintain the organization's corporation status as "active")
- D. Registration Renewal Fee Report is filed annually with the Attorney General of California (to maintain the organization's tax exempt registration as "current")

## **BY - LAWS**

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### **SOUTH BAY F.O.R. JUNIOR SPORTS ASSOCIATION**

#### **ARTICLE I - NAME**

**Section 1.** The name of this organization shall be the SOUTH BAY F.O.R. JUNIOR SPORTS ASSOCIATION.

#### **ARTICLE II - PURPOSE**

**Section 1.** This Organization shall promote, sponsor and otherwise encourage programs, projects and activities that shall be designed for the youth of the community.

**Section 2.** South Bay F.O.R. Junior Sports Association is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. One specific purpose is to initiate, promote and carry out plans, policies, and activities for the purpose of organizing and developing sports programs for boys and girls 18 years and younger.

#### **ARTICLE III - MEMBERSHIP**

**Section 1.** Active membership shall include all registered members and further designated as follows:

- (a) Family Membership: open to parents or legal guardian of participating child.
- (b) Supporting Membership: open to non-participation individuals who share the concerns and objectives of this organization.

**Section 2.** A member in good standing shall be one who is actively engaged in the organizational programs; or who has obtained membership by payment of dues, assessments, or other imposed charges as determined by the membership at any general or special meeting of the members; and who agrees to abide by the purposes, by-laws, and other rules of this organization.

**Section 3.** Voting privileges shall be extended to those members defined under Section 1 of this Article, and limited to a single vote per member.

**Section 4.** Any member, on the vote of two-thirds of the Executive Board, may be expelled for failure to pay dues, assessments or other imposed charges or to support the programs and policies of this organization.

## ARTICLE IV - DIVISIONS

- Section 1.** The three major divisions of this organization shall be (1) Adult's Division (NAU) or Women's Athletic Union (WAU), (2) Boys' Division, and (3) the Girls' Division.
- Section 2.** Each division shall be regulated by the F.O.R. by-laws and Standing Rules, and shall support and comply with the provisions of these by-laws.
- Section 3.** Activities or programs not compatible with the division specifications defined under Section 1 of this Article, shall be authorized by the Executive Board and be regulated by an attendant set of written conditions.

## ARTICLE V - EXECUTIVE BOARD

- Section 1.** The Executive Board of this organization shall consist of the President, Vice President, and Commissioners of each respective Division in each of the three major divisions, the Treasurer, the Assistant Treasurer, the Secretary, the Chairperson of the Tournament Committee, and the Gym Coordinator.
- Section 2.** The executive and legislative powers of this organization shall be vested in the Executive Board at all times between sessions of the general membership.
- Section 3.** Duties of the Officers of the Executive Board:  
The Executive Board will consist of 13 Directors, which will be either appointed and or elected.
- (a) The **President** shall be the principal executive officer of this organization and shall preside at all meetings of the Board and of the general membership; shall appoint or delegate the appointment of all Chairpersons of special and standing committees and shall have such other duties as are usually delegated to the President.
  - (b) The **Vice President** shall perform the duties of the President in the absence of the President or in the event of his inability or refusal to act, and when so acting shall have all the powers of and be subject to all the restrictions on the President; shall preside as chairperson of the standing committees; and shall have other duties as may be delegated by the President, the Board, or the members.
  - (c) The **Commissioner/s** shall be the executive officer of the respective division and shall coordinate all activities under his/her jurisdiction as prescribed by the by-laws/standing rules, in cooperation with the overall program of this organization.
  - (d) The **Treasurer** shall be the financial officer of this organization. He/she shall be responsible for all the monies and finances; shall release monies subject to the approval of the majority of the Executive Board on approved budget items; in coordination with the Assistant Treasurer shall make such financial reports as may be required by the Board; and shall perform such other duties as may be delegated by the board or the members.
  - (e) The **Secretary** shall keep the minutes of the meetings of the Executive Board and of the general membership and shall be the official custodian of all records and documents of this organization and shall perform such other duties as are usually performed by the Secretary.
  - (f) The **Tournament Chairperson** shall perform the duties outlined in Section 4.
  - (g) The **Gym Coordinator** shall perform the duties outlined in Section 6.

- (h) The **Assistant Treasurer** shall assist the Treasurer with the collection of monies from the organizational programs; shall aid in maintaining all financial spreadsheets; and shall perform other duties as directed by the President, Treasurer, or Board members.

**Section 4.** There is hereby established a standing committee called the F.O. R. Tournament Committee comprised of adult members of this organization whose function will be to plan and stage an annual basketball tournament to be held during the first weekend of May of each year or such other time as the committee may decide, subject to approval of the Executive Board. The purpose of this tournament will be to raise funds for the organization and to promote youth basketball.

(a) The President, with the consent of a majority of the Executive Board, shall appoint the chairperson of the Tournament Committee. The Chairperson shall serve for a term of two consecutive years commencing on July 1<sup>st</sup> of the year of his appointment and ending two years later on June 30. The Executive Board, by resolution, may extend or otherwise change the term of office for the chairperson.

(b) The Tournament Chairperson shall nominate other members of the committee whose nomination must be approved by a majority of the Executive Board.

(c) At the request of the President, the Tournament Chairperson shall attend each of the Executive Board's meetings for the purpose of reporting on the current status of the annual tournament and to respond to questions that the Executive Board may have on any issue pertaining to the annual tournament.

(d) The Tournament Committee may adopt its own rules to govern its mode of operations. However, any action taken, or proposed to be taken, by the Tournament Committee or any rule that it may adopt may be overruled later by a vote of a majority of the Executive Board.

**Section 5.** There is hereby established a standing committee called the Mediation Committee. The purpose of the Mediation Committee is to decide written appeals concerning the transfers, disbanding, and any other grievances filed with the Division Commissioners as permitted by the organization's Standing Rules.

(a) The members of the Mediation Committee shall consist of seven members. The chairperson of the Committee shall be the Vice President. The Vice President will vote on any matter only in the event of a tie vote by the other voting members. The Mediation Committee shall include the Assistant Commissioners of the Boys and Girls Divisions who shall each serve for a term of one year only commencing on the beginning of this organization's fiscal period. The remaining four members will be appointed by the President subject to approval of the Executive Board.

(b) The Mediation Committee may adopt its own procedural rules to govern the processing of appeals subject to any time limits imposed by the Standing Rules. Any action taken, or proposed to be taken, by the Mediation Committee or any rule that it may adopt may be overruled by a vote of a majority of the Executive Board.

**Section 6.** There is hereby established a standing committee called the Gym Management Committee, composed of three members, whose function shall be to obtain and manage gym time for the organization's youth sports programs. The Gym Management Committee shall be responsible for allocating gym time to the organization's teams and its various youth sports programs, subject to approval by the Executive Board.

(a) The President, with the consent of a majority of the Executive Board, shall appoint the Gym Coordinator who shall serve for a term of two consecutive years commencing on July 1<sup>st</sup> of the year of his or her appointment and ending two years later on June 30. The Gym Coordinator shall serve as chairperson of the Gym Management Committee. The Executive Board, by resolution as voted upon by a majority of the Board, may extend or otherwise change the term of office for the Gym Coordinator.

(b) The other two members of the Gym Management Committee shall be the Assistant Commissioners of the Boys and Girls Divisions.

(c) The Gym Management Committee may adopt its own procedural rules to govern the process of securing and allocating gym time to the organization's teams and its youth sports programs. Any action taken, or proposed action to be taken, by the Gym Management Committee or any rule that it may adopt may be overruled by a vote of a majority of the Executive Board.

## **ARTICLE VI – ELECTIONS**

- Section 1.** The election of the President-elect by the members shall be held at a meeting of the general membership, which shall be set for the fourth Wednesday in April of the third year of incumbent president's term of office. The incumbent president shall announce the candidates nominated for the office of President to be made to members of the organization no later than two (2) weeks prior to the election date via the organization's Internet website of the impending election and through a written notice provided to the parent representatives attending the Boys' and Girls' Division meeting held not later than two weeks prior to the election date.
- Section 2.** The incumbent President, with the approval of the Executive Board, shall appoint a nomination committee consisting of five members, one(1) Chairperson, two members each from the Boys' and Girls' Divisions. The nomination committee will be responsible for soliciting nominations from the general membership for the position of President. Only persons who have served as either Commissioner or Assistant Commissioner of the Boys' or Girls' Division or who have served as Chairperson or Vice-Chairperson of the F.O.R. Tournament Committee shall be eligible for nomination for the office of President. The nomination committee shall also be responsible for nominating the incoming Vice-President, Treasurer, Secretary, and one Director.
- Section 3.** The President's term of office shall commence on July 1<sup>st</sup> of the year of his election and shall continue for a three-year period ending on June 30<sup>th</sup> of the third year of his three-year term. The term of office for the incoming Vice-President, Treasurer, Assistant Treasurer, Secretary, and Director shall also commence on July 1<sup>st</sup> of the year of their appointment by the nomination committee and shall continue for a three-year period ending on June 30<sup>th</sup> of the third year of this three-year period.
- Section 4.** Recall: Any member may initiate a petition for the recall of any elected officer providing such petition contains the signatures of at least 25 percent of the voting members and states specific charges. The petition may be presented to any officer of this organization for immediate action by the Executive Board. The Executive Board will call a recall meeting within three weeks following the presentation of the petition. The removal of the officer shall require a two-thirds vote of the attending members to that effect.
- If the President is recalled pursuant to this Section, then a special election shall be held at a meeting of the general membership to be held on the fourth Wednesday of the month following the President's recall. The Vice-president shall serve as the President during the period of time following the President's recall and the election of the new President and shall appoint a nomination committee consisting of five members, one chairperson and two(2) members each for the Boys' and Girls' Divisions who shall solicit and nominate candidates for the office of President. These nominations shall be announced no later than two(2) week's prior to the special election date in the manner set forth above in Section 2. The president elected at this special election shall serve as president for the uncompleted term of office of the recalled President.
- Section 5.** Vacancies: In the event of a vacancy for any reason whatsoever, the President with the approval of the Executive Board, shall appoint a member in good standing to complete the unexpired term of office.

## **ARTICLE VII – MEETINGS**

- Section 1.** A General Meeting of the members shall be held no less than two times per annum. Additional meetings of the members may be held at any time upon the call of the Executive Board or by divisional request.
- Section 2.** At least seven days' notice to each member in good standing shall be given before any general or special meeting of the members of this organization can be held. A minimum of 12 voting members shall constitute a quorum to conduct business. The approval by two-thirds of the voting members present shall be construed as the action of the total membership.
- Section 3.** The Executive Board of this organization shall meet no less than two times per annum. Additional meetings may be called by the President or upon the call of two members of the Executive Board. Any member of the Executive Board who misses two consecutive meetings of the Board and general membership without a valid excuse or the presence of an alternate shall be considered as having resigned from his respective office. A simple majority of Board members shall constitute a quorum.

### **ARTICLE VIII - RULES OF PROCEDURE**

- Section 1.** Unless otherwise specifically provided by the By-Laws, the meetings of this organization shall be conducted under and regulated by Roberts' Rules of Order as amended.
- Section 2.** No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Two hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these Articles, the organization shall not carry on any activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501( c )(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170( c )(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

## **ARTICLE IX – AMENDMENTS**

- Section 1.** These By-Laws may be amended at any general meeting. The proposed amendment must be submitted to the Executive Board in a timely fashion to allow for a submission to the general membership. The proposed measure shall be implemented then passed by a two-thirds vote of attending members.
- Section 2.** These By-Laws shall become effective on the first day of its acceptance by the members of this organization by vote as prescribed herein under Article VII, Section 2.