

**Bylaws  
Of  
McKinney Lacrosse Club**

As Amended and Restated as of **April 2013**

**Article 1 - Name**

The name of the organization shall be the “McKinney Lacrosse Club,” hereinafter referred to as “McKinney Lacrosse” or the “Club.” The teams that play lacrosse as members of McKinney Lacrosse will hereinafter be referred to as the “Team” or “Teams.”

**Article 2– Preamble and Mission**

The Club is a non-profit organization formed to develop the lacrosse skills and talent of the players who participate on its teams, educating them about the sport and competition generally and developing their love of the game. The Club seeks to provide a positive and enriching lacrosse experience for all players, with appropriate opportunity for growth and competition for all. The Club intends that the following shall be an integral part of any player’s lacrosse experience:

- Building character, integrity and sportsmanship
- Skill development and competition
- Fostering teamwork
- Developing respect for the game and teammates
- Creating memorable family experiences
- Having fun

**Article 3 - Purpose**

The purpose of the Club shall be to:

- (1) Further the objectives set forth in Article 1 and develop leadership ability, promote social relationships, educate and foster team spirit among the athletes that comprise the “Teams.”
- (2) Provide financial support and assist the Teams through fund raising activities intended to defray the cost of equipment, uniforms, referees, and other associated expenses.
- (3) Increase the visibility of lacrosse as a sport and facilitate communication among the Teams, McKinney Schools, McKinney Independent School District, the coaches and the Club.
- (4) Cooperate with the McKinney high schools, McKinney Independent School District, University Interscholastic League (U.I.L.), US Lacrosse, North Texas Youth Lacrosse, Texas High School Girls Lacrosse League and the Texas High School Lacrosse Association League in the pursuit of these objectives.

## **Article 4 - Members**

1. General. Membership in the Club shall be open to all players eligible to participate based upon Texas High School Lacrosse Association League guidelines, NTYLL guidelines as well as to parents or guardians of players, coaches and others interested in supporting the Teams. Youth members shall be those non-adult (i.e., under 21 years of age) and shall not have voting rights. Adult members shall have voting rights. Membership rights may be revoked, however, by a majority of the Board.
2. Dues. Membership dues to the Club shall be \$5.00 per family (or such other amount as the Board shall determine) payable as an integrated part of registration fees. Coaches that do not have players on the team will be exempt from dues. No member will be eligible to vote or hold office unless the dues of that member are paid in full and they are a member in good standing of the Club. All youth members must have their payment of dues current or have made satisfactory arrangements with the Board, and be members in good standing of the Team.
3. Disqualification. Any youth member or adult member may be prohibited from participating in any Club activities based on misconduct, other action inconsistent with the By-Laws or other good cause, in each case determined by the Board.
4. Code of Conduct. All students and parents must sign a Code of Conduct in a form determined by the Board. The player Code of Conduct shall include an acknowledgement that he or she will:
  - a. Abstain from the use of illegal substances, and
  - b. Exhibit sportsmanlike conduct at all times during practices and games.

## **Article 5 - Board of Directors**

1. Number. The Club shall be represented by a Board of Directors (the “Board”) consisting of nine members (“Directors”). Each member of the Board will be responsible for directing a specific operation of the Club.
2. Election. Each member of the Board shall be elected by a majority of the Members present at the annual Club meeting (held prior to the new Club year, usually in May). The Board shall provide Club members with at least 30 days’ prior notice of the meeting. For clarity, voting at the meeting may not be by proxy and voting shall not be cumulative (i.e., Club members may not vote more than once for a Director).
3. Nominating Committee. There shall be a Nominating Committee that is composed of no more than two Directors and such number of Club members as the Board shall determine. Prior to the annual Club meeting, the Nominating Committee may recommend to the Board a slate of nominees for election as

Directors. The Board shall attach the slate of nominees, with such descriptions and modifications as it shall adopt, to the notice of the annual Club meeting.

4. Judges of Election. In advance of the annual Club meeting, the Board shall appoint one or more Judges of Election. No person who is a candidate for the Board shall act as a Judge. The Judges of Election shall (i) determine the number of Club members present at the annual Club meeting, (ii) hear and determine all challenges and questions in any way arising in connection with the right to vote, (iii) distribute, count and tabulate all votes, (iv) determine the result and (v) do such acts as may be proper to conduct the election or vote with fairness to all Club members. The Judges of Election shall perform their duties impartially, in good faith, to the best of their ability and as expeditiously as is practical. The election results shall be announced to the Club membership.
5. Terms. Directors shall be elected for a term of two years, commencing at the start of the Club's next operational year (i.e., the June 1<sup>st</sup> following the annual Club meeting); *provided* that the initial term of four Directors designated by the Nominating Committee for election effective June 1, 2013 shall be for a period of one year so as to allow for staggered terms of the Board. The term of any Director appointed by the Board shall expire at the end of the Club's fiscal year.
6. Resignation, Removal and Vacancies. Any Director may resign at any time by delivering written notice to the President. Such resignation shall take effect upon receipt or, if later, at the time specified in the notice. Any Director may be removed without cause, at any time, by a two-thirds majority of the entire Board, at a regular or special meeting called for that purpose. Any Director under consideration of removal must first be notified about the consideration by written notice at least five days prior to the meeting at which the vote takes place. Vacancies shall be filled by majority vote of the remaining members of the Board of Directors, though less than a quorum, and the Director filling the vacancy shall serve for the remainder of the term of the directorship that was vacated. Vacancies shall be filled as soon as practical. Any Director may make nominations to fill vacant directorships.
7. Compensation. Directors shall not receive any salaries or other compensation for their services, but, by resolution of the Board of Directors, may be reimbursed for any actual expenses incurred in the performance of their duties for the Club, as long as a majority of disinterested Directors approve the reimbursement. The Club shall not loan money or property to, or guarantee the obligation of, any Director.
8. Powers. The Board shall be responsible for the overall governance of the Club and is vested with the management of the business and affairs of the Club, subject to the Texas Business Organizations Code, the Certificate of Formation, and these bylaws. The Board shall have the responsibility to appoint, hire and dismiss the head coaches and other coaches of any of its Teams.

9. Meetings, Quorum and Majority. Regular meetings of the Board shall be held each month, or more frequently as deemed necessary by the Board of Directors. Special meetings may be called by the President or any two Directors. Except as otherwise provided in these by-laws, a majority of the members of the Board shall constitute a quorum for the transaction of business at any Board meeting and the decision of a majority of Directors present at any duly-constituted Board meeting shall be the decision of the Board. Directors may send a proxy to act/vote for them when they cannot attend a meeting. Any action required or permitted to be taken by the Board under the Texas Non-Profit Corporation Act, the Certificate of Formation, and these bylaws may be taken without a meeting, if a majority of Directors individually and collectively consent in writing, setting forth the action to be taken. Such written consent shall have the same force and effect as vote of the Board

## **Article 6 - Committees**

1. Executive Committee. The President, Vice President, Treasurer, and Secretaries(Corresponding and Recording) of the Club shall constitute the “Executive Committee” The Executive Committee shall have the authority to act on behalf of the Club in between regular meetings of the Board. The Board must validate the actions of the Executive Committee at its next meeting. Any such action not so validated will not be legally binding on the Club. The President shall act as chairperson of the Executive Committee. A majority of the Executive Committee shall constitute a quorum for the transaction of business, and all decisions shall be by majority vote of those present.
  
2. Standing Committees. The Club shall have standing committees, such number determined by the board, which shall assist the Board of Directors in carrying out the management of the Club. Each standing committee shall be run by a Board Director. The Board shall appoint the members of each committee. Each standing committee shall have at least one Director as members. Employees of the Club and members of the community may also be appointed to serve as committee members. Committees shall meet upon call of the Board or the chair of the Committee, review the activities of the Club in the Committee's respective areas, and make recommendations to the Board for the Board's final approval. The Chair of each committee shall ensure that minutes of the committee meetings are taken and present a copy of the minutes to the Secretary within the two weeks following the meeting. Committee meetings shall be open to all members of the Board.
  
3. Additional Committees. The Board of Directors may from time to time designate and appoint additional standing or temporary committees by majority vote of the Board of Directors. Such committees shall have and exercise such prescribed authority as is designated by the Board of Directors. The Directors may authorize these committees to exercise any powers, responsibilities, and duties consistent with the Certificate of Formation and these bylaws.

## **Article 7 - Executive Committee**

1. General. The elected officers shall be: a President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer. In addition, the Club may elect a Parliamentarian, and may elect additional offices as the Board deems appropriate. All elected officers shall be parents and/or guardians of current players, coaches or Members who are in good standing with the Club. A husband/wife team may jointly hold an office. The responsibilities of such offices shall be as prescribed by the by-laws and the Board. No person shall hold more than one office at a time.
  - a. President - The President shall preside over all business meetings of the Board. He/she shall be an ex-officio member of all committees and shall

represent the Club as necessary. The President shall have the authority to sign checks.

- b. Vice President - The Vice-President shall assume all the duties of the President during his/her absence.
- c. Recording Secretary – The Recording Secretary shall keep a record of all Board and Club meetings. The Recording Secretary manage the registration process and all associated records.
- d. Corresponding Secretary- The Corresponding Secretary shall be responsible for advertising, and internal and external communications.
- e. Treasurer – The Treasurer shall be responsible for the recording of all incomes and expenditures. He/she shall write checks as necessary, keep records of the membership of the Club; and keep records of student credits for participation. The Treasurer shall also be responsible for obtaining and maintaining any necessary tax exemptions essential to the operation of the Club. The Treasurer is responsible for preparing all required state and federal tax documents.

#### **Article 8 - Annual Budget and Financial Matters**

1. Club Funds. All fund raising activities must be approved by the Board. All funds collected or received by the Club shall be used exclusively for the benefit of the Teams and the Club. Notwithstanding the foregoing, the Club may make a limited number of grants to qualified organizations subject to the following conditions: (a) the amount of any single grant does not exceed \$2,500, (b) the total amount of grants made in any year does not exceed \$100,000 (c) the grant is approved by unanimous vote of the Board and disclosed to Club members, (d) the grant recipient is a qualified 501(c)(3) organization and the grant has reasonably been determined by the Board to be in furtherance of the Club's mission and permitted purposes, and (e) the grant is in compliance with all other legal requirements including those applicable to the Club as a qualified 501(c)(3) organization. In the case of financial hardship of a Team player, a portion of the registration fee can be waived or equipment can be loaned or given to the player for that season. The decision as to whether to loan or give such amounts will be determined in accordance with guidelines approved by the Board.
2. Fiscal Year. The fiscal year of the Club shall be from June 1 to May 31.
3. Budget. A budget shall be developed by the Board with the input of the President, Treasurer and/or any other source solicited by the Board.
4. Individual Expenditures and Commitments. All expenditures exceeding five hundred dollars (\$1000.00) that have not already approved in the annual budget

must be approved by the Board. Checks issued for all expenditures over **\$1,000.00** (1 signature, email correspondence) require two signatures. Directors with check signatory authority include the President, Vice President, and Treasurer. All contracts for potential expenditures in excess of the above limits shall be approved by the Board.

4. Bank Accounts. All Club funds shall be deposited upon receipt in such bank accounts as the Board shall designate.
5. Audits. At the end of the fiscal year, an audit of the Club's financial records shall be performed by an Audit Committee consisting of at least two (2) individuals designated by the Board who are not involved in the day-to-day financial activities of the Club. The primary objective of the audit shall be to: (i) verify the accuracy of the Treasurer's financial reports; (ii) ensure that the Club's cash balances are accurate; (iii) determine that established procedures for handling funds have been allowed; (iv) ensure that expenditures occurred in a manner consistent with the Club's bylaws; and (v) ensure that all revenues have been appropriately received and recorded. A final report to the general membership of the Club is required.
6. No Self-Dealing. No earnings or other assets of the Club shall be distributed to or for the benefit of its members, Directors, officers, or other private persons except that the Club, as governed by the Board, shall be empowered to pay reasonable compensation for services rendered.

#### **Article 9 - Coaches**

1. Background Checks. All coaches shall complete a Volunteer Background Check form as required for all volunteers of the McKinney Independent School District. The Board shall determine the appropriate compensation, if any, of each coach based upon their experience and market conditions. Such compensation shall be included in the annual budget and approved by two-thirds vote of the Board.
2. Head Varsity Coach. The Varsity boys and girls head coach shall be responsible for coaching and managing his or her Team to include developing a schedule with by collaboration with fields committee and overall schedule. It is the responsibility of the head coach to appoint or accept volunteers for assistant coaches.
3. Player Status. The head coach of each Team has the final authority regarding a player's status including playing time, position, classification (e.g., varsity vs. junior varsity or other team level), active vs. inactive, suspension and/or expulsion. A parent may appeal the head coach's decision regarding any suspension over one week or expulsion. To appeal the decision, the appeal must be in writing, and submitted to the persons designated by the Board in accordance with a formal appeal process defined by the Board. Any such appeals shall be

addressed in accordance with that process. A parent may appeal that decision by a written appeal addressed to the Board and mailed or delivered to the President. Appeals will be addressed at the next regularly-scheduled meeting of the Board, unless at the option of the President, the next meeting is too far off, in which case, the President may call a special meeting upon three days' notice. Final resolution shall be the decision of the majority vote of the Board. If a member of the Board is the party appealing the head coach's decision, that member shall not attend the portion of the meeting to discuss the appeal, nor shall that member have a vote.

### **Article 10 - Meetings**

1. Of the Board. The Board should meet at such intervals as deemed appropriate by the Board, but not less than three times per year. A meeting is required before June 30 for the election of officers. A general meeting of the Board is required for the ratification of the budget or amendments to these by-laws.
2. Of Members. A general meeting of the Members is required before May 31 of each year.
3. Other. Other meetings of the Club, Board and officers may be called by the President as required to discuss other business.

### **Article 11 - Amendments**

These by-laws may be amended by approval of the Board and a two-thirds (2/3) vote of the membership of the Club present at a general meeting.

### **Article 12 - Parliamentary Authority**

The rules contained in the then-current edition of the Robert's Rules of Order (Newly Revised) shall govern the Club in all cases to which they are applicable.

### **Article 13 - Dissolution of the Club**

Upon formal dissolution, the net assets of the Club shall be distributed to the North Texas Chapter of US Lacrosse.

### **Article 14 - Liability and Insurance**

The officers, coaches and other members of the Board shall not be personally liable for the debts, liabilities or other obligations of the Club. Except as may be otherwise provided under provisions of law, the Board may authorize the purchase and maintenance of insurance on behalf of any agent of the Club (including an Director, officer, employee or other agent of the Club) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such.

**Amendment – Aug 2007**

Both high school and youth coaches shall each be allowed to have one son or daughter exempt from paying a registration fee each season. Each family shall be limited to one exemption.

**Amendment – June 2010**

Restatement that includes change to a more traditional, progressive form of governance with the Members electing an Board which elects officers and approves the annual budget.

**Amendment – May 2012**

Eliminated the high school coach as an automatic member of the Board.

**Amendment – April 2013**

Introduced nominating committee and judge of elections, further defined executive committee and roles, inserted our club mission statement in preamble and defined operational committees.