

**WOODSTOCK THUNDER YOUTH
FOOTBALL AND CHEERLEADING**



BYLAWS

Amended September 2010
Final

President

Vice President

Treasurer

Secretary

Public Affairs

Vice President of Football

Vice President of Cheer

Article I - Name

Article II - Purpose and Goals

Article III - Membership

Article IV - Meetings

Article V - Executive Board

Article VI - Elections

Article VII - Officers

Article VIII - Directors

Article IX - Finances

Article X - TCYFL

Article XI - Waiver of Notice

Article XII - Amendments

Article XIII - Indemnification

Article XIV - Dissolution of Funds

Article I - Name

The name of this organization shall be known as the Woodstock Thunder Youth Football and Cheer. The Woodstock Thunder Youth Football and Cheer shall be referred to as WTYFC.

Article II - Purpose and Goals

The WTYFC is committed to teaching the fundamentals and competitive nature of football and cheer, which include but are not limited to sportsmanship, teamwork, cooperation, fair play, character building, and fun. In order to achieve these goals the Board, Directors and parents must strive to be positive role models. They must lead by example and promote good sportsmanship and fair play.

Article III - Membership

Members of the WTYFC shall be comprised of any person within the Woodstock community interested in the youth athletic program and wishing to promote the goals of the WTYFC. All parents of players, and/or coaches, and/or persons voted as a member of the Board of Directors or Executive Board shall automatically be granted membership to this organization.

Article IV - Meetings

Section 1 - The WTYFC shall meet every month during the calendar year.

Section 2 - Special meetings may be called for by the Executive Board. The general membership may or may not be given notice of a special meeting.

Section 3 - A simple majority (51%) of the Executive Board shall constitute a quorum. If a quorum is not present, business can be transacted, however items which require a vote must be tabled until the next regular meeting or until a quorum is present.

Section 4 - Robert's Rules of Order, latest or modified version, will be the preeminent authority of the WTYFC in all cases in which they are applicable and are not inconsistent with the Bylaws.

Article V - Executive Board

Section 1 - The business affairs of the WTYFC shall be managed by its Executive Board. The Executive Board must be committed to the goals and guiding principles of the WTYFC.

Section 2 - The officers of the Executive Board will consist of a President, Vice President, Treasurer, Secretary, Vice President of Football, Vice President of Cheer, and Public Affairs Officer.

Section 3 - Members of the Executive Board shall be elected for a term of 2 years.

Section 4 - If necessary, an Executive Board member can be removed from office by a unanimous vote of

the remaining officers and a majority vote for directors when in their judgment, it serves in the best interest of the WTYFC. Proper written notice explaining all reasons has to be given seven (7) days prior to the vote for dismissal of office to take place. Prior to removal, the officer in question has the right to have his/her case heard by the remaining officers before voting. All voting in this manner will be done by secret ballot and counted by the President or next senior officer.

Article VI – Executive Board Elections

Section 1 - Elections will take place at the regular December meeting. Officers assume office on January 1st and serve in such capacity through their entire term.

Section 2 - An announcement of elections shall be published on the WTYFC website along with an announcement at the regular September meeting.

Section 3 - At the October regular meeting or at a special election meeting, the nominees shall be present and an opportunity shall be given for the nominee from the floor to present their qualifications. Executive members must either have service in the organization for at least one year or have professional or historical experience in the position they are seeking.

Section 4 - Nominees shall be present at the October/Election meetings unless written notice is given to the secretary by the nominee.

Section 5 - Officers shall be elected by secret ballot. The Executive Board, excluding those running for office, will count ballots. A voice vote may be conducted if there is but one (1) nominee for any officer.

Votes will be counted by the two (2) most senior officers not running for office.

Section 6 - A majority of votes cast by the Directors and Executive Board members, of the WTYFC present excluding members that are running, shall be necessary for election. Mail in or proxy votes will not be allowed. Should no person receive a majority of votes cast, another vote will take place between the two (2) persons who received the largest number of votes, and shall immediately be held.

Section 7 - A vacancy of office shall be filled with an appointed person who was voted on by the majority vote of the remaining officers and directors. The President may fill the vacancy temporarily until a vote is taken. The appointed person, or President, will not receive voting rights until the said position's term is renewed by election or the appointed person receives 100% approval of the Directors and Executive Board.

Article VII - Officers

All officers shall hold office until his/her successor has been duly elected, until he/she resigns, or has been removed from office. Any officer missing a total of three regular Board meetings in one (1) calendar year shall be grounds for a removal of office, except by written resolution from the Executive Board granting an exception.

Section 1 - *The President* shall be the Chief Executive Officer. He/She gets one (1) vote on the Executive Board. The President's duties shall include but are not limited to the following items;

(A) Preside at all meetings except in those instances proceeding in which, the authority to execute is expressly delegated to another officer.

(B) Be in charge of the business affairs of the WTYFC.

(C) Delegate additional job responsibilities to other Executive Board members.

(D) Prepares with the Secretary and presents an agenda for regular and special meetings.

(E) Direct Secretary to inform all members of dates and times of all meetings.

(F) Secures practice and game playing fields.

(G) Secures meeting places.

(H) Will be a signee on all bank accounts.

Section 2 - *The Vice President* gets one (1) vote on the Executive Board. The Vice President's duties include but are not limited to the following duties;

(A) Assumes responsibilities and duties in the absence of the President.

(B) Serve as an aide to the President.

(C) Be responsible for negotiating costs for special events (i.e. pictures, trophies, etc)

- (D) Collect Tri-County Youth Football League (TCYFL) game cards from all head coaches and deliver said cards to the league officials.
- (E) Will be a signee on all bank accounts.

Section 3 - *The Treasurer* shall be the principal accounting and financial officer of the WTYFC. He/She gets one (1) vote on the Executive Board. The Treasurer's responsibilities include but are not limited to the following duties;

- (A) Shall Be in charge of all funds belonging to the WTYFC.
- (B) Keep accurate accounts of receipts, distributions, and expenditures.
- (C) Provides a monthly report reflecting all receipts, disbursements and the balance for the end of the previous calendar month. A copy of said report shall be attached to the original monthly minutes.
- (D) Provide a copy of the monthly bank statement to the President.
- (E) Together with the Executive Board, prepare an operation budget to be presented at the March meeting for approval at the April meeting.

Section 4 - *The Secretary* gets one (1) vote on the Executive Board. The Secretary's responsibilities will include but are not limited to the following duties;

- (A) Responsible for keeping of the minutes at all regular and special meetings.
- (B) To make attendance list at all regular and special meetings.
- (C) Provide a current membership roster of all Executive Board members.
- (D) See that all notices are given in accordance with the provisions in the Bylaws or as required by law.

Section 5 - *The Public Affairs Officer* is the primary liaison between any group, parent, director and the Executive Board of the WTYFC. He/She gets one (1) vote on the Executive Board. The Public Affairs Officer's responsibilities include but are not limited to the following duties;

(A) Offer input in regards to organizational affairs.

(B) Act as advisor with members of the WTYFC.

(C) Distribute information to the WTYFC families and members.

(D) Distribute information to local newspapers for the purpose of announcements or advertising.

(E) Will be a signee on all bank accounts.

Section 6 - *The Vice President of Football* get one (1) vote on the Executive Board. The Vice President of Football responsibilities include but are not limited to the following duties;

(A) Be responsible for attaining all background checks for any individual who will be working with the WTYFC.

(B) Appointing, subject to Executive Board approval, a Director of Coaching and a Director of League Affairs.

(C) Oversee all affairs relating to the Tri-County Youth Football League's (TCYFL) games, coaching and rules.

(D) Coordinate an annual coach's meeting.

(E) Design the rules and procedures for the drafting of players each football season. Will monitor the draft to assure the rules and procedures are upheld.

(F) Design the rules and procedures for the selection of prospective coaches, conduct necessary interviews, assign coaches to their respective team, and present the final selections to the Board for approval.

Section 7 - *The Vice President of Cheer* will be the primary executive with any affairs relating to the Thunder Cheer program. The Vice President of Cheer gets one (1) vote on the Executive Board. The Vice President of Cheer's responsibilities include but are not limited to the following duties;

- (A) Insure that all cheerleading coaches and assistants adhere to the WTYFC's mission statement.
- (B) Assign cheerleading coaches for each squad.
- (C) Organize practice schedules
- (D) Assign cheer squads for each football team
- (E) Organize tournaments (if applicable).
- (F) Appoint any position, subject to Board approval, needed to help carry out any or all duties relating to cheerleading.

Article VIII - Directors

The Directors shall attend all regular meetings prepared to provide a progress report to the Executive Board. If unable to attend they shall notify a member of the Executive Board in advance to make arrangements to have progress report presented in their absence. The Executive Board has the power to establish new or eliminate any Director positions as deemed necessary by unanimous decision. The Executive Board shall appoint one (1) Director to act as a Chair of Directors. The Directors shall have no voting rights on the Executive Board in matters specific to the Executive Board outline in Amendment 1. Directors will have voting rights to all WTYFC decisions other than the times listed in Amendment 1. Director's and Executive Board members shall fill in any vacant Director positions to insure the proper, efficient running of the WTYFC. The Directors are responsible for voting in the

members of the Executive Board following the rules set forth in Article V. Directors are responsibly for turning in budget estimates to the Treasurer prior to the regular March meeting for the purpose of preparing an accurate WTYFC yearly budget.

Section 1 – Director Elections will take place at the first meeting of the new season. Directors assume office on February 1st. and serve in such capacity through December 31st.

Section 2 - An announcement of elections shall be published on the WTYFC website, along with an announcement at the regular October meeting prior to new season.

Section 3 - At the regular November meeting prior to the new season, the nominees shall be present and an opportunity shall be given for the nominee to speak before assembly.

Section 4 - Nominees shall be present at the November meeting unless written notice is given to the Secretary by the nominee.

Section 5 - Directors shall be elected by secret ballot. The Treasurer and Public Affairs Officers will count ballots. A voice vote may be conducted if there is but one nominee for any Directorship.

Section 6 - A majority of votes cast by the Team Parent Leaders (see Amendment 2) and The New Executive Board members of the WTYFC shall be necessary to be elected. Mail in or proxy votes will not be allowed. Should no person receive a majority of votes cast, another vote between the two persons who received the largest number of votes shall

immediately be held.

Section 7 - A vacancy of office shall be filled with an appointed person who was voted on by the majority vote of the remaining officers and directors. The President may fill the vacancy temporarily until a vote is taken. The appointed person, or President, will not receive voting rights until the said position's term is renewed by election or the appointed person receives 100% approval of the Directors and Executive Board.

Section 8 - All Directors' responsibilities include but not limited to the duties set forth;

A) *The Director of Fundraising* is responsible for all activities related to fundraising events. It is their responsibility to collect all monies received from fundraising and give to Treasurer.

B) *The Director of Equipment* is responsible for all of the football gear and accessories needed to properly outfit Thunder football. They are to organize and inventory equipment in the storage area. Also to organize the distribution and return of equipment to players and coaches. He/She is to evaluate all equipment condition and determine a replacement schedule.

C) *The Director of League Affairs* will be the voice for the WTYFC at all TCYFL meetings. He/She will attend monthly TCYFL meetings and report back to the Vice President of Football any information acquired.

D) *The Director of Registration* is responsible for the registering of players with the organization. He/She

will be responsible for providing information about the WTYFC to the public. The Director of Registration will work with the Treasurer on collecting and recording registration fees. He/She shall provide all completed rosters and copies of birth certificates to the TCYFL weigh-in commissioner at the determined date. They will be required to maintain all participants' records.

E) The Director of Coaching will act as a facilitator between the coaching staff and the Vice President of Football. He/She will be responsible for making sure that all coaches have the proper uniforms and certificates needed to coach on the sidelines. The Coaching Liaison will work closely with the Vice President of Football to make sure that all coaches are teaching the correct offense and defense that will optimize the future of the program.

F) The Director of Field Management will be responsible for the management of the game and practice facilities. He/She will work with the Director of Volunteers to make sure that the set-up of fields on game day is done correctly. He/She will be responsible for the storage of practice equipment.

G) The Director of Team Wear is responsible for all promotional merchandise sold at all WTYFC functions. He/She will find vendors that will offer a fair and reasonable cost to the organizational. He/She will be responsible for receiving all orders and making sure that each order is given to the appropriate person(s). It is their responsibility to collect all monies received from team wear and give to Treasurer.

H) The Director of Volunteers is responsible for gathering all volunteers needed to run the WTYFC Games/Events. He/She will have to find volunteers for, but not limited to the duties listed below.

- (a) Scoreboard operator
- (b) Chain gang
- (c) Team moms
- (d) Game announcers (if applicable)
- (e) Concessions workers
- (f) Fundraising events
- (g) Set-up Spirit wear table
- (h) Set-up and Clean-up for all home games

The Director of Volunteers will work closely with all other Directors to insure that each Director has the necessary number of volunteers needed to perform their duties.

I) The Director of Concessions is responsible for obtaining all food and drink to be sold on game day. It is their responsibility to collect all monies received from concessions, make sure of its accuracy and give the funds to treasurer.

J) The Director of Sponsorship and Donations is responsible for obtaining the as many sponsorships and donations as possible to promote the WTYFC. He/She is to make the public aware of all the sponsorship or donation opportunities provided by the WTYFC. They are to also contact businesses in the area and ask if any would like to sponsor the upcoming WTYFC season. It is their responsibility to collect all monies received from sponsors and give to Treasurer.

Article IX - Committees and Advisory Bodies

Section 1 - There shall be the following standing committees: Executive, Finance and Nominating. There shall be no less than one (1) Director on each Standing Committee, except the Nominating Committee which may be composed entirely of non-Directors.

Section 2 - The Executive Board or Directors may create and appoint persons to an Advisory Body or any other such body that may or may not have Directors as members. The Advisory Body shall have specific duties defined by the Board. Such Bodies may not act on behalf of the WTYFC or bind it to any action, but may make recommendations to the Board for their consideration and approval. Each Committee or Advisory Body established pursuant to these Bylaws shall serve until the end of a specified term, except that the bodies may be abolished or revised by the Board at any time prior thereto.

Article X - Finances

All contracts are to be entered into and signed by the President providing that those said contracts meet fiscal appropriation and have been approved by the Executive Board's yearly budget. All checks, drafts or other orders for the payment of money, notes or other evidences or indebtedness issued in the name of the WTYFC shall be signed by the President or Vice President. Any expenditure in the excess of \$500 with a total not to exceed a total of \$2000 annually requires prior approval of the Executive Board. The Executive Board may accept, on behalf of the WTYFC, any contribution, gift, bequest or devise for the general or special purpose of the organization.

Article XI - Tri-County Youth Football League (TCYFL)

The WTYFC shall be a member and participate in all competitive sports activities sponsored by the TCYFL and pay the required fees.

Article XII - Waiver of Notice

Whenever any notice is required to be given pursuant to the provisions of the General Not-for-Profit Act of Illinois or pursuant to the provisions of this Constitution of the Articles of the Incorporation of this Corporation, a Waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time started therein, shall be deemed equivalent of giving notice.

Article XIII - Amendments

The power to alter, amend or repeal these bylaws shall be vested in the Executive Board. After any new Executive Board positions are filled by election, the Executive Board shall review said Bylaws within the first thirty (30) days. Such action may be taken at a regular meeting or special meeting. Special notice of this purpose shall be given to the membership. A unanimous vote of the Executive Board is required to make any amendments. These bylaws may be altered if at any time they do not contain the proper provisions for the regulation and management of the affairs of the WTYFC are not consistent with the law of the State of Illinois or the Article of Incorporation.

Article XIV - Indemnification

Section 1 - The WTYFC shall have the power to indemnify any person who was or is a party or is threatened to make a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than action by or in the right of the WTYFC) by reason of the fact that he/she is or was a director, officer, volunteer, or coach of the WTYFC, against expenses (including attorney fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding, had no reasonable cause to believe his/her conduct was unlawful. The termination of any action, suit or proceeding by judgment or settlement, conviction or upon a plea of nolo contendere or its equivalent, shall not of itself, create a presumption that the person did not act in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the WTYFC, and with respect to any criminal action or proceeding, had reasonable cause to believe that his/her conduct was unlawful.

Section 2 - The WTYFC shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the WTYFC to procure a judgment in its favor by reason of the fact that he/she is or was a director, officer, volunteer, or coach (including attorney fees) actually and reasonable incurred by him/her in connection with the defense or settlement of such action or suit if he/she acted in good faith and in a manner he/she reasonably believed to be in or no

opposed to the best interests of the WTYFC and except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the performance of his/her duty to the WTYFC unless and only to the extent that the court in which such action or suit was brought shall determine upon application that despite the adjudication of liability, but in view of all the circumstance of the case, such person is fairly and reasonable entitled to indemnify for such expenses which the court deems proper.

Section 3 - To the extent that a director, officer, volunteer or coach of the WTYFC has been successful on the merits or otherwise in defense of such action, suit or proceeding referred to in Section 1 and Section 2, or in the defense of any claim, issue or matter therein, he/she shall be indemnified against expenses (including attorney fees) actually and reasonably incurred by hi/her in connection therewith.

Section 4 - Any indemnification in Section 1 and Section 2 (unless ordered by the court) shall be made by the WTYFC only as an authorized in the specific case upon a determination that indemnification of the director, officer, volunteer, or coach is proper in the circumstances because he/she met the applicable standard of conduct set forth in Section 1 and Section 2. Such determination shall be made (a) by the Executive Board by a majority cote of a quorum consisting of officers who were not parties to such action, suit or proceeding, or (b) is such quorum in not obtainable, or if obtainable, a quorum of

disinterested officers so directs, by independent legal counsel in writing opinion, (c) by the members of the WTYFC.

Section 5 - The indemnification provided by this Article shall not be deemed exclusive of any other rights to which those indemnified may be entitled under contract, agreement, vote of members or disinterested officers, or otherwise, both as to action in his/her official capacity, while holding office, and shall continue as to a person who, has ceased to be a director, officer, volunteer, or coach and shall incur to the benefit of her, executors, administrators, and legal representatives of such person.

Section 6 - The WTYFC shall have the power to purchase and maintain insurance on behalf of any person who is or was a director, officer, volunteer, or coach of the WTYFC, against any liability asserted against him/her or incurred by him in any such power to indemnify him or her against liability under the provisions of this Article.

Article XV - Dissolution of Funds

In the event that the WTYFC shall dissolve, all existing funds, less outstanding expenses and debts, shall be contributed to the not for profit charity, Family Heath Alliance in Woodstock, IL

AMENDMENT 1.

Items Specific to the Executive Board.

1. Any Disciplinary Issue
2. Financial issues greater than \$1000.00
3. Changes to the By-laws
4. Decisions on Family's in Need

AMENDMENT 2.

Duty and Responsibilities of Team Parent Leader.

1. Selected by the majority of the team parents.
2. Be the representative for the parents of the team they were selected for, and communicate directly with the Public Relations Office of the Executive Board.
3. Can make a nomination for Directorship
4. Will have a one Vote participation in the election of the Directors.

AMENDMENT 3.

Board Members as Coaches

1. After evaluation of coaches by the Vice President of Football, a report of coaches' availability needs to be presented to the Executive Board for selection consideration.
2. After the Executive Board review, if the program does not have enough qualified applicants to provide the correct number of coaches; the board members can fill in as temporary coaches with the Vice President of Football's approval.