

# **Roslyn Boys and Girls Club By-laws**

## **Article 1. Name**

The name of this organization shall be the Roslyn Boys and Girls Club of Roslyn, Pennsylvania , hereinafter referred to as the Club.

## **Article 2. Objectives of the Club**

The Club shall exist in order to conduct sports programs and youth oriented programs that promote character, self reliance, good sportsmanship and respect among the youth of the area. The members of this organization shall establish programs that are designed to teach as well as promote the above mentioned goals. The Club, in conducting its programs, shall not discriminate because of race, color, creed, religion or ethnic origin.

## **Article 3. Members**

- Section #1** Members functioning in Boys and Girls Club activities shall be an active member. An active member of the Roslyn Boys and Girls Club is defined as a parent or guardian of a child that is currently participating in a sponsored program during the calendar year. Active members also include officers and members of the executive board of the Roslyn Boys and Girls Club, coaches, assistant coaches, and managers of sports teams sponsored by the Roslyn Boys and Girls Club and active members of the committees or special activities approved by the executive board of the club.
- Section #2** An active member above the age of eighteen is considered a voting member.
- Section #3** Roslyn Boys and Girls Club is established as a non profit and educational organization.

## **Article 4. Officers**

- Section #1** The officers of the Club shall consist of a president, vice president, secretary, treasurer and an executive committee composed of the above named officers and nine additional members.
- Section #2** Election of officers shall be by ballot at the January meeting. In the event of a vacancy among the members of the executive board other than officers, the president shall appoint a member to fill that vacancy for the unexpired term.
- Section #3** Officers and executive board members of this Club must be active members for a minimum of two years and have attended four general membership meetings during previous year.
- Section #4** The Executive board shall arrange programs, oversee and guide the activities of the club.

- Section #5** The President shall appoint such committees as in his judgment will serve the best interests of the club.
- Section #6** Individuals serving on the board of directors, any committee, coaching position or any other position within the Roslyn Boys and Girls Club shall be selected without regard to that individual's race, color, religion, ethnic origin or sex.
- Section #7** An Emeritus member of the Club may be appointed to serve in a consulting capacity to the Executive Board and the general membership.

**Article 5. Duties of Officers**

- Section #1** The President shall preside at all Club meetings. He/she shall oversee all activities of the organization. The president shall perform those duties as are necessarily incidental to the office. He/she shall sign all documents, contracts and agreements.
- Section #2** The Vice President shall assist and aid all operating committees. In the absence of the president, the vice president shall assume the duties of the president. The vice president shall preside over any executive board meetings.
- In the event the presidency becomes vacant during a current term, the vice president shall assume all duties of the president for a period not to exceed 60 days at which time the executive board will appoint an active member to fill the vacancy for the remainder of the term. In the absence of the vice president the secretary shall assume his duties and in the absence of the secretary, the treasurer shall assume the duties.
- Section #3** The Treasurer shall keep an accurate account of all money received and expended for use by the club. He/she shall make all disbursements as directed by the president and the executive board. All checks drawn shall have the signature of the treasurer and president. All money received by the treasurer shall be deposited in a bank selected by the executive board. He/she shall present a financial report to the Club at every monthly meeting. The funds, books and property on hand shall at all times be under the supervision of the executive board for inspection and control. Upon termination of his office, all records and money shall be turned over to the incoming treasurer. The treasurer shall be bonded. The treasurer shall also prepare papers ensuring the tax exempt status of the organization, oversee the annual budget and ensure that the clubs annual income tax is completed in a timely fashion.
- Section #4** The Secretary shall notify all members of meetings, conduct the correspondence of the club, keep an accurate and true record of all meetings and maintain a complete copy of all Club documents.

**Article 6. Meetings**

**Section #1** Meetings will be held the second Sunday of each month unless otherwise noted.

**Section #2** The President may at his discretion call a special meeting. Any member of the executive board may also request the president to call a meeting.

**Section #3** Quorum - Seven members of the executive board shall constitute a quorum.

**Section #4** Active members have the right to vote on all matters that pertain to the general operation of the club.

**Article 7. Nominations**

**Section #1** A nominating committee of three active members shall be appointed by the president as the nominating committee. The duty of this committee will be to nominate candidates for the different offices and executive board. Their recommendations shall be presented at the December board meeting. The membership will be notified of nominations in the November newsletter.

**Section #2** Independent nominations after the submission of the nominating committees report shall be the privilege of any active member of the Club to place in nomination the name of any eligible active member.

**Article 8. Annual Elections**

**Section #1** Offices of president, vice president, secretary and treasurer as well as the executive board shall be elected by ballot at the January meeting of each year. It shall be done by written ballot.

**Section #2** Executive Board shall consist of the president, vice president, secretary, treasurer and nine additional Club members. The executive board shall hold meetings which they feel are necessary for the improvement and betterment of the club. A majority of board members present at this meeting shall constitute a quorum. If for any reason a member of this committee is absent from three scheduled meetings he/she may be replaced by the president unless he/she has notified a member of the executive board prior to the scheduled meeting. The past president shall be a member of the executive board for one year following his/her expired term of office provided that he/she so desires.

**Article 9. Order of Business for Monthly Meetings**

**Section #1** Order of business shall be as follows:

1. Secretary's Report
2. Treasurer's Report
3. Soccer Report
4. Baseball Report

5. Softball Report
6. Committee Reports
7. Old business
8. New Business

**Article 10. Rules of Order**

**Section #1** Parliamentary procedures of this Club shall be governed by Robert's Rules of Order.

**Article 11. Amendments**

By-laws of this Club shall be amended by a vote of two thirds of the active members present at any general membership meeting. Notice of the change must be presented at a general membership meeting and voted on at the following meeting. By-laws can only be amended if approved by the executive board.

**Article 12. Dissolution**

**Section #1** Approval of three-fourths of the entire executive board is required to authorize dissolution of the Roslyn Boys and Girls Club. Upon dissolution or winding up of the Roslyn Boys and Girls Club, after paying or adequately providing for its debts and obligations, the executive Board or persons in charge of its liquidation, shall dispose of any remaining assets of the Roslyn Boys and Girls Club,

- (a) to any fund, foundation or corporation which is organized and operated exclusively for scientific, education or charitable purposes, and is exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code of 1954, or its successor provision, as may be directed by the Executive Board, or, to the extent not so disposed of...
- (b) to any fund, foundation or corporation which is organized and operated exclusively for scientific, educational or charitable purpose and is exempt from federal taxation under Section 501(c)(3) of the Internal Revenue Code of 1954, or its successor provision, as may be directed by the court having jurisdiction in the State of Pennsylvania.
- (c) The sale of the building and property must be approved by the community.

**Article 13. Policies**

**Section #1** The Board of the Roslyn Boys and Girls Club shall set policy and guidelines. These policies shall be set and approved at a meeting of the executive board and set forth at a general membership meeting. A written set of policies shall be kept by the secretary and the president.