



CANBY YOUTH LACROSSE

BYLAWS

Part 1 - General

Bylaw 101. NAME:

This group shall be known as the CANBY YOUTH LACROSSE, herein after referred to as CYL. The CYL shall operate as a nonprofit organization under Canby Kids, Inc., a tax-exempt organization under the laws of the United States and shall maintain its tax-exempt status under the Internal Revenue Service Code.

Bylaw 102. PURPOSE:

Section 1. The purposes of CYL shall be to promote, develop, and administer the game of lacrosse among youth (boys and girls under the age of 19 years of age) residing within the greater Canby area as well as Oregon.

Section 2. CYL will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.

Section 3. **Mission Statement:** We are committed to providing our youths with positive experiences in a team-oriented sport. The game of lacrosse is a way for youths to learn valuable life lessons that allow them to grow into fine young adults. It is not our mission to try to develop every youngster into a college or professional level athlete.

Bylaw 103. BOUNDARIES AND TERRITORIES

Section 1. The territory of CYL shall be the Canby School District and such other areas as approved by the board of directors.

Bylaw 104. COLORS

Section 1. As representatives of Canby, CYL teams that play in out-of-town leagues shall be known as the “Cougars” and shall use representative colors of Blue, Yellow, and White.

Bylaw 105. AFFILIATION

Section 1. CYL shall be a member of Canby Kids Inc. and shall conform to all requirements of Canby Kids in terms of procedures especially in regard to finances.

Bylaw 106 AUTHORITY

Section 1. The governing authority of this club shall be vested in an elected body, known as the CYL Board of Directors, whose power and authority shall be designated in the Bylaws.

Section 2. The powers and authority of the Board of Directors shall be designated in the Bylaws and Policies.

Bylaw 107. RESPONSIBILITIES

Section 1. CYL shall require membership for all participants – players and coaches – in US Lacrosse.

Section 2. CYL shall pay all required dues and fees to Canby Kids in a timely fashion.

Bylaw 108. ABUSE

Section 1. CYL opposes all forms of child abuse, which includes but not limited to Sexual, Physical, Neglect and Emotional. CYL supports and adopts policies that meet certain minimum criteria established by US Lacrosse.

Bylaw 109. FINANCIAL YEAR

CYL will conform to Canby Kids' financial year.

Bylaw 110. RULES OF ORDER

Robert's Rules of Order shall govern CYL in all cases to which they are not inconsistent with the Bylaws and Policies of CYL.

Bylaw 111. DISSOLUTION

In the event that CYL dissolves or becomes defunct, all assets remaining after the payment of all debts and obligation shall be distributed to Canby Kids Inc.

Part II – Membership

Bylaw 201. MEMBERSHIP

Section 1. All registered and paid participants in Canby Youth Lacrosse shall be deemed “members” with a single parent/guardian representing each member as a vote at any general meeting to elect the Board of Directors. Families with multiple participants shall hold a vote for each participant.

Section 2. Membership registration shall take place in a format prescribed by the Board.

Section 3. Annual fees shall be established by and payable to CYL.

Bylaw 202. AFFILIATION AND MEMBERSHIP

Section 1. Every player, coach, team, referee and administrator that participates, plays in programs administered, supported, or sanctioned by CYL must be registered with CYL and US Lacrosse.

Section 5. Annual fees for players, coaches, referees and administrators and/or teams are due and payable by a date decided on by the Board of Directors.

Part III – ORGANIZATION

Bylaw 301 BOARD OF DIRECTORS

Section 1. The Board of Directors shall be responsible for and have the authority for the following:

- a. Enforcing and interpreting CYL's Bylaws and Policies.
- b. Amending CYL's Policies in accordance with Bylaw 801 of the Bylaws.
- c. Approving the formation and operation of all CYL administered and/or supported games, tournaments, leagues and contests.
- d. Approving the formation of CYL teams.
- e. Approving all appointments of all coaches and assistant coaches. Coaches previously suspended from coaching activities in other Canby area activities shall not be allowed to coach in the CYL. This guideline can be overruled by majority vote of the Board of Directors.
- f. Making temporary rules or regulations for specific cases or occasions not provided for in the Bylaws and policies but deemed necessary to carry out the objectives of CYL.
- g. Approving CYL's financial affairs within the context of the Annual Budget and approving any and all deviation from that budget.
- h. Setting player and team dues and fees.
- i. With a proper hearing, suspending, barring completely, or otherwise disciplining players, coaches, managers, team assistants, referees, or administration from any team or CYL. Players suspended shall NOT be reimbursed any fees.
- j. Suspending or removing CYL Board Members in accordance with bylaw 402 Section 3.

Section 2. All actions and decisions of the Board of Directors are subject to review and change by the General Membership at the AGM.

Bylaw 302. BOARD OF DIRECTORS

Section 1. The Board of Directors shall be comprised of the following elected positions: President, Vice President, Secretary, Treasurer and Member At Large.

Section 2. The general membership has the right to create or delete board positions to facilitate the activities of CYL. Such process shall be conducted at Annual General Membership meeting.

Bylaw 303. COMMITTEES

Section 1. CYL Rules may specify and the president shall establish, subject to approval by the Board of Directors, standing and/or ad hoc Committees to assist in carrying out CYL's policies and programs.

Section 2. CYL members of the Board of Directors may establish committees (councils) to assist them in carrying out their assigned programs. Board Members establishing such committees shall develop and publish guidelines under which the committee shall operate.

Part IV – Board of Directors

Bylaw 401. BOARD MEMBER: RESPONSIBILITIES AND AUTHORITIES

Section 1. The President shall supervise all activities of the CYL and its Board of Directors. The President will serve as Chairman at all club and Board meetings. The President shall be ex-officio head of all committees and shall, with the Board's approval, appoint other special officers as required. The President will represent CYL at all meeting of Canby Kids, Inc. and report back to the Board of Directors any and all pertinent information. The President shall work with the treasurer and prepare and present the annual budget for the AGM approval. The President shall call General Meetings or Board meetings as the need arises, or when requested by fifty percent or more of the elected officers. In the capacity as Chairman of the Board, the President shall vote only in the case of a tie.

Section 2. The Vice President shall assume the duties of the President in his absence and otherwise assist the President as required. The Vice President will supervise all fund raising activities of CYL. The Vice President is voting member of the Board of Directors.

Section 3. The Treasurer shall be in charge of the financial affairs and activities of CYL. The Treasurer shall keep an accurate, informative, timely, and verifiable record of all moneys received and disbursed to CYL, all assets owned or controlled by CYL, and all debts owed by CYL; disburse funds for authorized purposes in accordance with authorized procedures; work with the president to prepare the annual budget to be presented at the AGM; prepare and submit any and all papers required to meet government (local, state, and federal) laws and regulation, including those related to Canby Kids Articles of Incorporation and Tax Exempt Status, and shall perform other duties as prescribed by the Board of Directors. The treasurer is a voting member of the Board of Directors.

Section 4. The Secretary shall attend to and file all correspondence, record and prepare all meeting minutes to be read and distributed at subsequent meetings and notify all Board members on matters pertaining to meetings. The Secretary shall perform other duties as prescribed by the Board of Directors. The Secretary is a voting member of the Board of Directors.

Section 5. The Member At Large shall serve on the Board of Directors. The Member At Large is a voting member of the Board of Directors.

Bylaws 402. ELECTION AND TENURE OF BOARD MEMBERS

Section 1. The members of the Board of Directors shall be elected to a one-year term by a majority vote of voting members present and voting at the AGM.

Section 2. The President shall appoint, subject to the approval of the Board of Directors, replacements to fill vacancies on the Board arising from the removal, resignation, or departure of the incumbent.

Section 3. An board member of CYL may be suspended or removed from office for his failure to meet his responsibilities as described by the Bylaws and Policies or for otherwise acting in a manner detrimental to the interest of CYL. Such suspension

or removal shall be by a three-fourths majority of the Executive Board provided that at least one-half of all eligible votes are present. Such vote shall be in an open hearing with at least 30 days notification to all Board Members.

Part V - Meetings

Bylaw 501. ANNUAL MEETING

Section 1. CYL's membership shall meet at least once each year and may meet at other times as directed by the Board of Directors or upon petition by one-third of the members.

Section 2. The Annual General Meeting (AGM) of CYL's membership shall be held no later than December 10. Written notification to Board Members and registered coaches shall be made at least 30 days prior to the AGM.

Section 3. ORDER OF BUSINESS AT ANNUAL GENERAL MEETING:

1. ROLL CALL
2. MINUTES
3. BOARD MEMBERS ANNUAL REPORTS
4. UNFINISHED BUSINESS, PROPOSALS, BYLAW CHANGES
5. VOTING ON PROPOSED CHANGES TO BYLAWS
6. NEW BUSINESS
7. ELECTION OF NEW BOARD MEMBERS
8. ADJOURNMENT

Bylaw 502. BOARD OF DIRECTORS: MEETINGS

Section 1: At all meeting of the Board of Directors, at least three of the executive board will constitute a quorum. Except for suspension or removal of Board Members, and amendments to the Bylaws, a majority of Board Members present will decide an issue.

Section 2. The Board of Directors shall meet at a predetermined date set at the previous meeting, and shall meet quarterly. Additional meetings can be called by agreement of a majority of the standing board members. Notice of the next month's meeting shall be included in the minutes mailed out to current coaches and board members.

Section 3. The president shall set the agenda for the meeting.

Section 4. Special meeting of the Board of Directors may be called whenever the President deems it necessary after notifying all members of the Board of Directors or is instructed to call a meeting by three (3) or members of the Board of Directors.

Section 5. The Board of Directors shall meet whenever the President deems it necessary or is instructed to call a meeting by three (3) or members of the Board of Directors after notifying all members of the Executive Board.

Section 6. The rules contained in the current edition of Robert's Rules of Order shall guide CYL in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order that CYL may adopt.

Part VI – Financial

Bylaw 601. FINANCIAL RESPONSIBILITIES

Section 1. CYL shall neither assume nor be liable for debts and /or Financial responsibilities, either implied or incurred, or any Player, Coach Manager, Team Assistant, Referee, Administrator, or other Official from any member team.

Section 2. No Director or Administrator of CYL shall be liable for acts, defaults, or neglects of any other Director or Administrator or for any loss sustained by CYL unless the same has resulted from his own willful misconduct, willful neglect, or willful negligence.

Section 3. Directors and other officials shall be indemnified by CYL against all reasonable cost, expenses, and liabilities actually and necessarily incurred by or imposed upon them in connection with or resulting from any claim, action, suit, proceeding, investigation, or inquiry of whatever nature in which they may be involved as a party or otherwise by reason of their being or having been Director or other officials of CYL, whether or not they continue to be such Directors or other officials of CYL at the time of the incurring of imposition of such cost, expenses, or liabilities, except in relation to matters as to which they shall be finally adjudged in such action, suit, proceeding, investigation or inquiry to be liable for willful misconduct or willful neglect toward CYL in the performance of their duties as such Director, other officials. As to whether or not Directors or other Officials were liable by reason of willful misconduct or willful neglect toward CYL in the performance of their duties as such Directors, of other officials, in the absence of such final adjudication of the existence of such liability, the Board of Directors and each Director may conclusively rely upon an opinion of legal counsel, such opinion to be preceded by an open hearing held in accordance with principles of due process, selected by or in the manner designated by the Board of Directors. The forgoing right to indemnification shall be in addition to and not in limitation of all other rights to which such person may be entitled as a matter of law and shall insure to the benefit of the legal representation of such person.

Section 4. CYL procedures for collecting fees and reporting finances shall conform to the standards of the Canby Kids.

Part VII - Grievance, Protest, and Appeals

Bylaws 701. GRIEVANCE, PROTEST, AND APPEALS

Section 1. CYL's Policies shall specify, and its Board of Directors shall enforce, procedures for handling protests and appeals in accordance with the principles of due process: Hearings shall be duly called, publicized, and held; all parties shall have a chance to be heard; and all rules will be fairly and evenly applied.

Section 2. Only violations of CYL's Bylaws, and Policies, including the right of individuals to participate and compete, misapplication of the Laws of the Game, violation of league rules and regulations shall be proper subjects to be considered for action.

Section 3. CYL will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to participate and compete.

Bylaw 702. HEARING PROCEDURES

In all hearings conducted under these bylaws, the parties shall be accorded

- a. Notice of the specific charges or alleged violation in writing and possible consequences if the charges are found to be true;
- b. Reasonable time between receipt of the notice of charges and the hearing within which to prepare a defense;
- c. The right to have the hearing conducted at a time and a place so as to make it practical for the person charged to attend;
- d. A hearing before a disinterested and impartial body of fact-finders:
- e. The right to call witnesses and present oral and written evidence and argument;
- f. The right to confront witnesses, including the right to be provided the identity of witnesses in advance of the hearing;
- g. The right to have a record made of the hearing if desired; and
- h. A written decision, with reason for the decision, based solely on the evidence of record, issued in timely fashion.

Bylaw 703. MEDIATION

CYL recommends and will provide appropriate mediation for the resolving of conflicts and disputes related to Grievances, Protests, and Appeals.

Bylaw 704. EXHAUSTION OF REMEDIES

Section 1. No member of CYL, official, league, club, team, player, coach, administrator, or referee may invoke the aid of the courts in the United States or of a state without first exhaustion of all available remedies within CYL and US Lacrosse.

Section 2. For violation of this bylaw, the offending party shall be subject to suspension and fines, and shall be liable to CYL for all expenses incurred by CYL and its members of the Board of Directors in defending each court action, including the following:

- a. Court costs;
- b. Attorney's Fees;
- c. Reasonable compensation for time spent by CYL officials and employees in responding to and defending against allegation in the action, including responses to discovery and court appearances;
- d. Travel expenses; and Expenses for holding special CYL meeting necessitated by court action

Part VIII - Amendments

Bylaw 801. AMENDMENTS

Section 1. Changes to CYL's Bylaws and Policies shall be made at the Annual General Meeting.

Section 2. CYL's Bylaws and Policies may be amended or repealed by a two-thirds vote of the Board of Directors at any meeting duly called and held.

Section 3. Each Board Member and general member may propose changes to CYL Bylaws and Policies.

Bylaw 802. NOTIFICATION

Proposed changes to the CYL Bylaws and policies must be submitted in writing to the CYL Secretary no later than 60 days prior to voting and must be circulated to voting members no later than 30 days prior to voting.

Bylaw 803. VOTING REQUIREMENTS

Section 1. The CYL Bylaws may be amended or repealed by an affirmative vote of two-thirds of the votes cast at an AGM, or by an affirmative vote of two thirds vote of the Board of Directors at any meeting duly called and held.

Section 2. The CYL Policies may be amended or repealed by an affirmative vote of the majority of votes cast at an AGM, or by an affirmative note of two-thirds vote of the Board of Directors at any meeting duly called and held.

Part IX – Coaching Authority and Guidelines

Bylaw 901, COACHING PHILOSOPHY

Section 1. The CYL believes in positive coaching behavior. Coaches should be positive whenever possible. Constructive feedback is part of the nature of coaching; however, it should be couched in positive terms whenever possible.

Section 2. CYL is a competitive environment where winning is an ideal being pursued. However, winning will never take a higher significance than playing the game within its spirit, behaving with good sportsmanship, and promoting positive values.

Section 3. Player development is key to any youth program. It is up to the coach's discretion to allocate playing time in a means that is fair. In this policy, the coach is granted great leeway; however, every player (discipline and attendance issues notwithstanding as outlined in bylaw 902) shall play a minimum of ¼ of the playing time in any and all games.

Bylaw 902, PLAYER RESPONSIBILITY – ATTENDANCE

Section 1. It is the responsibility of each player to attend all practices, games, fundraising events, and other team events. As in any team sport, knowledge of plays, of teammates, and of overall rules is really important to the success of the group. Absences detrimentally impact the player, but also negatively impact the team as a whole. Commitment to the team is HIGHLY valued by CYL.

Section 2. Absences due to school events, illness, or family vacations (so long as not excessive) are reasonable and will be handled with minimal impact. Other absences will impact playing time and could lead to dismissal from the team.

Bylaw 903, PLAYER RESPONSIBILITY – GEAR

Section 1. CYL teams will have access to emergency replacement gear to help should a piece of gear break. However, it is the player's responsibility to acquire their own gear to include: helmet, shoulder pads, gloves, arm guards, stick, and mouthpiece. Should any piece be broken or lost, it is player's responsibility to secure replacement in a timely fashion. By rule, players with incomplete gear sets may not be allowed to play.

Bylaw 904, PLAYER RESPONSIBILITY – BEHAVIOR

Section 1. As a team sport, players commit to each other to pursue the improvement of the individual, the team, the program, and the sport. Players must exhibit positive behavior toward teammates, opponents, coaches, referees, and fans at all times. Negative behavior will impact playing time.

Bylaw 905, COACH RESPONSIBILITY

Section 1. Coach shall provide regular communications (email or paper or verbal) to all players and families relating to upcoming scheduled events. At every opportunity, coach will provide this information as early as possible, realizing that changes are inevitable.

Section 2. Coach has the right to handle discipline matters in a reasonable fashion. This includes the right to suspend a player and to decrease playing time. Extended suspensions must be approved by the Board of Directors.

Section 3. Playing time shall be handled in a reasonable fashion within the ideals of CYL and with regard to bylaw 902

Bylaw 906, CODE OF CONDUCT

Section 1. All players and families of players must agree to the CYL's Code of Conduct.

Part X – Team Selection

Bylaw 1001, TEAM PLACEMENTS

Section 1. Teams shall maintain a maximum of 20 players for outdoor 10v10 teams, maximum of 14 players for outdoor 6v6 teams.

Section 2. Players will be placed onto a team based on the order that fees have been paid and all registration material returned up to the maximum as outlined in Section 1.

Section 3. Players above the team maximum will be placed onto a waiting list. CYL will attempt to find a suitable coach for an extra team. Should an adequate number of players be on the waiting list and a suitable coach found, CYL will attempt to help obtain a game and practice schedule for the team. Players on waiting lists are NOT required to submit fees until they are placed but must submit all other paperwork in order to be placed on the waiting list.

Section 4. Should an insufficient number of players sign up, CYL will accept players from one grade level below team placement and from neighboring communities. Priority will always be placed on proper grade level placement and residents of the Canby School District boundary areas.

Section 5. Should CYL have difficulty obtaining a coach for any additional teams, CYL will attempt to help these players find placement on teams of neighboring communities. Any and all fees previously paid to CYL will be refunded to these players.