

Bylaws of

GVAA FOOTBALL, INC.

Article 1. Name

- Section 1. The organization shall be known as “GVAA Football, Inc.” hereinafter referred to as the “Association.” We are a non-stock membership corporation organized under the laws of the State of New Jersey.
- Section 2. The Association may conduct business as “GVAA Football,” “GVAA Vikings” or “GVAA football and cheerleading.”
- Section 3. The Association is incorporated as a non-profit organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

Article 2. Objectives

- Section 1. The objectives of the Association shall be to instill firmly in the youth who participate in the Association’s football and cheerleading programs the ideals of good sportsmanship, loyalty, integrity, and self-respect so that they may be stronger, healthier and happy children.
- Section 2. These objectives shall be achieved through organized and competitive youth football and cheerleading programs. All coaches and other adults in the programs shall bear in mind that the attainment of exceptional athletic skill and the winning of games, while important, are secondary and the molding of future productive citizens is of primary importance.

Article 3. Liability

- Section 1. The Association’s officers, sponsors, coaches, managers, referees, or any other supervisory personnel are not responsible for any injuries to any person participating in the football or cheerleading programs. All players, cheerleaders, coaches, managers, officials, referees, parents, guardians, and spectators participate at their own risk, and assume all responsibility for injury.

Article 4. Membership

- Section 1. Membership shall be subject to the approval of the Board of Directors, hereinafter referred to as the “Board of the Association.”
- Section 2. The term of membership of all Parent/Guardian Members shall extend to the end of the calendar year for which the participant member is qualified.
- Section 3. On all matters calling for a vote of the membership of the Association, voting rights are as follows: Parent/Guardian Members shall have one vote per household. Voting rights are not transferable (i.e., two Parent/Guardian Members with one child who is a Member).

Article 5. Membership Meetings

- Section 1. An annual meeting of the membership shall be held in November of each year to review the year financially, to elect Board members for the upcoming calendar year, and any other topics deemed necessary by the Board.
- Section 2. Special meetings of the membership may be called as follows: (1) the Association's President may call a special meeting at any time for any purpose; and (2) the Secretary will call a special meeting upon receipt of a written request for a meeting by the membership with signatures of six or more members with voting privileges as set forth above in Article IV, Section 3.
- Section 3. Special membership meeting notices may be (1) hand-delivered to participant members, (2) sent via electronic mailing (e-mail), and/or (3) mailed through U.S. Postal Service, normal delivery. The Secretary or his/her designee shall provide said notice to the membership.
- Section 4. At all membership meetings, a quorum is necessary for any business to be conducted; however, a quorum is not required for informational meetings. A quorum is two-thirds of members.
- Section 5. At all meetings of the membership, the affirmative vote of the majority of the members with voting privileges as set forth above and cast in person shall be necessary for an action to be adopted, except as otherwise set out by law or in these Bylaws.
- Section 6. Actions may be taken by the membership without a formal meeting by consent if such consent is executed in writing by two-thirds of the members entitled to vote as defined above and if allowed under the laws of the State of New Jersey.
- Section 7. Roberts' Rules of Order, newly revised, shall govern the proceedings of all meetings where no conflict is found with the Bylaws of the Association.

Article 6. Government

- Section 1. The governing body of the Association shall be the Board of Directors. The Board shall consist of those members who have been elected by the membership at the annual November meeting. In the event that a position on the Board is unfilled at the time of the election, the Board may elect a nominee for the vacant position by the majority of affirmative votes. The President of the Board will serve as the Chairperson of all meetings, with the Vice President serving as the Vice-Chairperson.
- Section 2. All matter of policy concerning the Association shall be directed by a vote of the Board, provided at least a majority of current Board members are present to establish a quorum. The President will only vote in the event of a tie.
- Section 3. Meetings of the Board will be held as follows: (1) monthly meetings to conduct the old and new business will be held throughout the year and will be called and convened by the President; (2) special meetings of the Board may be called at any time by the President;

(3) special meetings of the Board may be called at any time if requested in writing by six or more Board members to the Secretary, who shall be responsible for providing notice of such meeting. Written, electronic and/or telephone notices will be provided to all Board members for any meetings called by the Secretary or the President. Roberts' Rules of Order, newly revised, shall govern the proceedings of all meetings where no conflict is found with the Bylaws of the Association

Section 4. The Board of Directors of the Association shall be as follows: President, Vice-President, Secretary, Treasurer and seven Directors-at-Large. Five members will have one-year terms initially so that the elections are held annually. The elected officers of the Association will chose the President, Vice-President, Secretary and Treasurer annually. No related persons may hold executive positions during the same year.

Section 5. Board Members shall serve two year terms with four year (2 terms) consecutive limits, and can come back after one year off unless there are no other candidates.

Section 6. The Board shall reserve the right to appoint "Trustee" positions year to year to help with and promote uniformity over the long term within this program.

Article 7. Duties of Officers and Directors

Section 1. The Board of Directors will set the overall goals and objectives of the Association in accordance with these Bylaws, coordinate long-term programs and studies, maintain financial control of the Association's rules, oversee the conduct of the coaches working with the football and cheerleading programs, hear appeals resulting from disciplinary actions, review and approve budgets, and conduct any other Association business that may come before the Board.

Section 2. By a majority vote at any duly constituted Board meeting, the Board shall have the authority to suspend and/or remove any Board member whose conduct or lack of participation is considered as detrimental to the Association. In the event of the resignation, suspension, or removal of a Board member, the Board may appoint a successor to fill the unexpired term.

Section 3. Any Board Member that misses two (2) consecutive meetings will not be eligible to vote on any motions at the next meeting they attend.

Section 4. President: Presides at meeting and is head of the Board of Directors; supervises functions for various committees; and, in general, sees that rules, policies, and principles are carried out; schedules and approve practice fields and games. The President shall have other powers as determined by the Board of Directors by resolution.

Section 5. Vice-President: Presides in the absence of the President; serves as manager of player activity; assists the President in scheduling practices and games; serves as mediator for any grievances. The Vice-President shall have other powers as determined by the Board of Directors by resolution. The Vice-President shall work with the Coaching Committee with regard to coaching and player supervision.

Section 6. Secretary: Shall keep the Minutes of all meetings of the membership and the Board of Directors. The Secretary shall have charge of the Minutes, seal, and other legal documents of the Association. The Secretary shall have other powers as determined by the Board of Directors by resolution.

Section 7. Treasurer: Shall have the authority to manage the financial affairs of the Association. The Treasurer shall keep books and records of the financial affairs and make such available to all members of the Board upon request. The Treasurer will provide a written annual financial report to the membership at the Annual Meeting or other times as directed by the Board of Directors. The Treasurer will prepare an annual opening budget for the upcoming year for the Association, which will be vote upon by the Board of Directors at the February meeting. The Treasurer will ensure current signature cards are on file with the bank with an approved signature required on all check written on the Association's bank account(s). Board approval and two (2) Board member signatures are required for any check exceeding \$500.00 except for payment related to approved purchase order(s). The Treasurer shall have other powers and duties as delegated by the Board of Directors by resolution.

Article 8. Nominations of Officers and Directors

Section 1. A nomination may be made from the floor, but only if the nominee is present or written consent has been obtained prior to the election. The nominee must be a member in good standing.

Article 9. Committees

Section 1. Solely at its discretion, the Board of Directors may establish committees composed of Parent/Guardian Members and other adults evidencing an interest in youth sports, and in assisting the Association to meet its objectives.

Section 2. The Board shall have the authority to appoint one or more committees as deemed necessary or appropriate. Committees will be comprised of Board members and/or non-Board members. Each committee shall have duties and functions as dictated by the Board. Committees shall serve at the direction and pleasure of the Board.

Section 3. All financial expenditures, if any, by committees require prior authorization and approval from the Board of Directors.

Article 10. Coaches

Section 1. Coaches will be classified as either: Head Coach, Assistant Head Coach, or Assistant Coach of a specific team. The coaching staff for each football/cheerleading team shall consist of a Head Coach and a maximum of seven (7) Assistant Coaches unless approved by the Board. No Head Coach shall be under the age of 21 years old. Selection criteria, which may include an application form and background check, will conform with the requirements set forth by and may be modified at any time without notice by the Board of Directors. All coaches shall serve at the direction and pleasure of the Board. The

coaching committee shall review, recommend and oversee coaches as well as making sure coaches have attended appropriate safety classes.

- Section 2. The Head Coach for each team is responsible for the selection of his/her Assistant Coaches. The Board of Directors must approve these selections, generally within two (2) weeks of the first practice.
- Section 3. Conduct, which violates the responsibilities, outlined for the Head Coach and/or the Assistant Coach within these Bylaws or as provided by the Association will result in disciplinary action. The Board of Directors, by a majority vote of its members at any duly constituted Board meeting can suspend, reprimand, or otherwise discipline a Head Coach, an Assistant Coach, or any other adult associated with his/her team whose conduct, lack of ability, non-compliance with the rules and regulations of the Association, or mere presence is considered as being detrimental to the best interests of the Association. An individual charged with any infraction shall have the option to appear before the Board of Directors on appeal. All decisions by the Board shall be final.
- Section 4. In the event of a vacancy created by the resignation, suspension or advancement of a Head Coach, the Board of Directors shall select a replacement.
- Section 5. The number of coaches permitted on the field during a game is determined by the rules of the league.

Article 11. Duties of Coaches

- Section 1. Coaches shall teach the fundamentals of football/cheerleading in such a manner that the young people will obtain a thorough knowledge of the correct method of participation in the sport regardless of the skill level obtained by the young person.
- Section 2. The coaching staff shall be responsible for the final selection of their team and player positions. They are responsible for the participants from the time they report to an event until they are dismissed or removed by the parent/guardian.
- Section 3. The Head Coach is responsible for the actions of the Assistant Coaches.
- Section 4. The coaches are required to assist in the distribution and collection of equipment.

Article 12. Youth Participants

- Section 1. Any youth meeting the age, weight, health and any other requirement as defined by the Board of Directors shall eligible to participate in Association activities provided that he/she agrees to be governed by the rules of the Association and the League.
- Section 2. Upon evidence of any misconduct by any youth, the Board of Directors shall notify the Head Coach of the team on which the youth is a member. The youth and the youth's Parent/Guardian, accompanied by his/her Head Coach, shall have the option to appear before the Board of Directors, who shall have full power to suspend or revoke the youth's

eligibility from further participation, subject to applicable provisions of which the Association is a member.

- Section 3. A registration fee will be assessed for youth participation unless, in specific cases, the Board declares otherwise.
- Section 4. Youth participants shall be required to furnish a Parent's/Guardian's consent to participate, and an official record of birth as directed by GVAA or any League we participate in.
- Section 5. Every effort will be made by the coaching staff to oversee that each varsity football player on the roster who has not missed any practices during the prior week and is not injured or under discipline by the Head Coach shall play a portion of the varsity games. The Head Coach has full discretion with regard to any "safety issue."
- Section 6. Cheerleader or football player participation may be waived on a pre-game basis by a request from the Head Coach indicating any of the following reasons:
- A. Missed practice time: Any absences or arriving 15 minutes (or more) late for practice constitutes missed practice time;
 - B. Injury; or
 - C. Discipline problems.

Article 13. Participant Grievances

- Section 1. In the event a parent feels his/her child is being unduly criticized, or is not being given an equal opportunity to participate, the parent/guardian shall not approach the coaches directly during practice sessions and/or competitive events.
- Section 2. The parent/guardian shall advise the player agent of the situation and ask for a conference with the coach or coaches in the presence of an additional Board member.
- Section 3. In the event a parent/guardian is not satisfied with the resolution of the grievance, the next step is to file a written complaint and submit it to the President of the Association.
- Section 4. In cases of violation of the game participation rule, written complaints must be filed within 48 hours of the incident. In all other situations, a Board member must receive the written complaint within fifteen days. The President shall receive any complaint and shall call a Board meeting when deemed necessary.
- Section 5. The Board shall act as a grievance committee. In the event the President is a party to a grievance, the Vice-President shall act as President for the grievance. The decision of the Board/Grievance Committee is final.

Article 14. Parent, Guardian, Coach and Spectator Conduct

- Section 1. Parents/Guardians, Coaches and Spectators shall conduct themselves in such a manner as to set an example for the young people of our community.

- Section 2. During all GVAA events, any display of conduct unbecoming or detrimental to the Association and its participants by coaches, parents, guardians or spectators will not be tolerated and could result in suspension from activities, even legal action.
- Section 3. During events and practices, all spectators shall remain at least twenty feet from the boundaries of the playing field, or behind the control fence, if such is provided. Coaches and players are the only people permitted on the field during games/practices. The board may grant access to the field to a photographer or videographer at their discretion.

Article 15. Internal Control Policies

- Section 1. The Board of Directors shall, at its discretion, establish and enforce internal control policies and procedures, with regard to all financial matters and the day-to-day operation of the Association.

Article 16. Fund-raising

- Section 1. All Fund-raising activities will be subject to the approval and direction of the Board.

Article 17. Amendments

- Section 1. These Bylaws or any Section thereof may be amended or repealed by a majority vote of eleven Board of Directors, except Articles II, and I, which cannot be amended in any way.
- Section 2. Changes to these Bylaws shall become effective immediately following their adoption by the Board of Directors.
- Section 3. The Bylaws shall be available to anyone and are available on request.