

# ROMULUS ATHLETIC CLUB BY-LAWS

## BY-LAWS

### ROMULUS ATHLETIC CLUB

A NON-PROFIT CORPORATION ORGANIZED UNDER THE LAWS OF THE  
STATE OF MICHIGAN

#### ARTICLE I - NAME

A. The name by which this club shall be known is the Romulus Athletic Club

#### ARTICLE II - OFFICE

A. The registered office shall be located at the residence of the president of the club. The mailing address will be P.O. Box 575, Romulus, MI 48174

#### ARTICLE III - PURPOSE

- A. To promote citizenship, sportsmanship, fellowship, and physical development among the youth of the city of Romulus. To sponsor and promote organized sports events for these children. This includes football teams eligible to play in the Downriver Junior Football League, or any similar football league, which may be formed. Players to be selected on a first come first serve basis with preference to the previous years' participants who will be given the option of pre-registration. To purchase and own athletic equipment and facilities necessary to the sponsorship of this sport.
- B. To promote the physical, mental and moral development and wellbeing of youth, without regard to race, creed, color, or religion by providing the means through which the individual shall receive education and instruction in sports programs: and the purpose of setting up such a program will be to develop a sense of fair play, honesty, fair competition and true sportsmanship: Further that the protection of the emotional health and welfare shall be attained by emphasis upon equal competitive standard scientifically determined, rather than upon the winning of games or any other adult competitive standard.
- C. To assist members with publicity in fund raising promotions, upon their request; to establish uniform playing rules for all members; to schedule participation of members on an equitable basis; to promote the growth of this type of activity amongst more and more youth of the community.

#### ARTICLE IV - MEMBERSHIP

- A. Any person sincerely interested in active participation to affect the objective of the organization may apply to become members.
- B. Any person who is a mother, father or legal guardian of children who are eligible to participate in the program of the Romulus Athletic Club, or any interested participant therein

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of authorized neighboring communities, all of good moral character and conduct, shall be eligible for membership in this organization and shall become a member in good standing thereof by paying the annual dues as hereafter provided. Such dues when paid shall entitle the member to one (1) vote at every regular and special meeting of the members.

- C. The dues shall be a maximum of \$3.00 due and payable annually between September 1 and August 31 of each calendar year. The Board of Directors shall determine the amount.
  - a. After being added to the membership roll the new member will have one (1) vote at the General Membership Meeting.
  - b. At the point of membership, the member is subject to all rules and requirements of the Romulus Athletic Club and the league in which it is participating.
- D. Notice shall be sent to all members who have failed to pay their annual dues at least one month before the annual meeting.
  - a. The membership, and voting privileges, of any member who shall fail to pay the annual dues on or before the anniversary date of his or her membership shall automatically cease and terminate without further action.
- E. The secretary shall compile and maintain a roster of members in good standing together with their addresses.
  - a. This roster shall be available for examination by any member in good standing upon seven (7) days written notice to the secretary.
- F. Adult family members must volunteer at two events per calendar year January-December. To get credit for volunteered event you must sign in and sign out.
  - a. Parents shall deposit an amount set forth by the sitting Board of Directors to ensure their commitment to volunteer.
  - b. Failure to volunteer shall result in any or all the following:
    - 1. Forfeiture of the deposit.
    - 2. The child or children being benched from all practices, the scrimmage and/or games until volunteer events are scheduled or the buyout option is paid in full.
- G. Failure to return equipment and/or uniforms, clean and in good condition, and/or any outstanding monies owed to the organization by the scheduled uniform/equipment hand in date will result in the following:
  - a. All trophies and awards being confiscated until the equipment is returned.
  - b. Suspension of membership and privileges.

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- c. The appropriate legal actions necessary to recover all equipment belonging to the Romulus Athletic Club.
- H. The following shall result in forfeiture of membership:
  - a. Aggressive or abusive language in the stands, on the practice field, or on the game field.
  - b. The consumption of alcoholic beverages, using illegal drugs or any tobacco products at practice and/or game fields.
  - c. Unsportsmanlike conduct towards the membership, the coaches, the players, the officials, or the fans from both the home team and the opposing team.
  - d. Grounds for dismissal:
    - 1. Misappropriation of funds
    - 2. Neglecting to perform duties as listed in the by-laws.
    - 3. Theft of any property/assets belonging to the Romulus Athletic Club.
    - 4. Failure to return equipment as described above.

### **ARTICLE V - ANNUAL MEETING OF MEMBERS**

- A. The annual meeting of members shall be held on the Monday prior to the last football game of the season, and the new officers will take over on January 1<sup>st</sup> at such place and time within the limits of the City of Romulus as the Board of Directors may direct.
  - a. The date for this meeting may be adjusted plus or minus fourteen (14) days as deemed necessary by the Board of Directors.
  - b. The major portion of business at that meeting being the election of the Board of Directors for the forth-coming year.
- B. Notice of the date and place of the annual meeting shall be published via the most appropriate media outlets available. This may include but is not limited to:
  - a. The local daily or weekly paper if available.
  - b. Social Media outlets of the Romulus Athletic Club.
  - c. The Romulus Athletic Club website.
  - d. The notice for this shall be executed at least one (1) week prior to the date set for the meeting.
  - e. Written notice shall be provided to each member in good standing at least one (1) week prior to the date set for the meeting.

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- f. Said notice may be mailed, emailed, social media, or handed delivered.
- C. The affirmative of a majority of those members' present shall be required to carry any motion or resolution.
- D. The order of business at the annual meeting shall be as follows:
  - a. Roll Call
  - b. Proof of notice
  - c. Reading of minutes of last meeting
  - d. Report of:
    - 1. President
    - 2. Vice President
    - 3. Treasurer
    - 4. Secretary
    - 5. Others
  - e. Election of Board of Directors
  - f. Transactions of other business
  - g. Adjournment
- E. The presiding officer may vary the order of business at his discretion.
- F. A copy of the minutes of the annual or any special membership meeting plus a copy of any amendments, deletions, additions or other changes to the by-laws shall be read at the following general meeting.

## **ARTICLE VI - SPECIAL MEETING OF MEMBERS**

- A. A special meeting of members may be called at any time by the president. A majority of the Board of Directors, or upon written petition of at least 10% of the members in Good standing. Said meeting shall be called only upon notice given in accordance with the requirements of Article V.

## **ARTICLE VII - ELECTION OF BOARD OF DIRECTORS**

- A. The Board of Directors shall be elected by the membership at the annual meeting of members. The Board shall consist of at least but is not limited eleven (11) elected members. Additional members may be added by the sitting Board of Directors.

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- B. Upon written petition of at least ten (10) percent of the members in good standing received by the secretary at least two (2) weeks prior to the annual meeting of members, additional members in good standing may be made nominees to the Board of Directors for the ensuing year.
- C. A member in good standing seeking to become a member of the Board of Directors shall meet the following minimum requirements:
  - a. Have attended at least three meetings of the Board of Directors.
  - b. Has met his or her volunteer requirements for the present year or is scheduled to meet said requirements.
  - c. There are no documented behavioral issues for the individual or members of his or her immediate family. This includes the use of any illegal drugs or alcohol at any games or practices.
  - d. The individual actively encourages a positive environment for coaching and participation.
- D. The Board of Directors shall review the petitions and verify each is a member in good standing. If it is determined that the individual is not eligible, he or she will be notified prior to the election.
- E. The secretary shall cause the names of all nominees to the Board of Directors to be placed upon a ballot, and only that ballot, shall be available for use in the election.
  - a. At the close of the balloting, the President shall appoint three (3) members as judges of the election who shall count the ballots and inform the President of the results of the election, and the President in turn shall announce the results to the membership assembled.
  - b. In case of the casting of an equal number of votes leaves undetermined one or more places on the Board of Directors, the determination of who shall serve will be made by hand vote of the general membership.
  - c. At least five (5) of each Board of Directors of the Board of Directors elected must be a member of the retiring Board. Those five (5) members of the retiring Board who receive the greater number of votes shall be automatically elected.
  - d. Of the remaining candidates, the six (6) who have the greatest number of votes shall be elected. In addition to this, the Rotary Club and Jaycees affiliated with the RAC will be allowed to send two (2) representatives to serve on the Board of Directors.
    - 1. The only stipulation being, these representatives must serve the entire year and be subject to the same powers and limitations as other Board Members, even though they are not elected by membership.

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## ARTICLE VIII - THE BOARD OF DIRECTORS

- A. The Board of Directors and officers thereafter elected shall manage the business, property and all affairs of this club. The Board of Directors shall have supervision, control and direction over of the ordinary business affairs and its committees. It shall determine the general policies, actively promote the organizational objectives, approve the annual budget and oversee the disbursement of its funds. The Board of Directors may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and not otherwise in conflict with these bylaws.
- B. Vacancies in the Board of Directors shall be filled by appointment made by the remaining Board of Directors, which appointee shall remain a director until he or she or a successor is elected and qualified at the next annual meeting of members.
- C. The Board of Directors shall have the power to appoint such other officers or agents as deemed necessary for the proper transaction of business of the club. And any officer or agent so appointed may be removed by a majority vote of the Board. Whenever it is the sole judgment of the Board, it is to the best interest of the club.
- D. The Board of Directors at the second meeting shall remove any Director absent two (2) consecutive regularly scheduled meetings as a Director upon approval. This is to be the last item of business at the meeting.
- E. A Director may have himself relieved from the Board by submitting his request in writing to the Board and a majority acceptance vote of the Board.
- F. A Director may be removed from the Board upon proof of just cause and a 2/3 majority vote of all the remaining members of the Board when it is deemed to be the best interest of the organization.

## ARTICLE IX - MEETING OF THE BOARD OF DIRECTORS

- A. The Board of Directors shall meet upon written notice at least quarterly. At such time and place as the Board of Directors shall determine.
- B. Within thirty (30) days of the annual meeting of member, the Board of Director elect at said meeting shall convene at an organizational meeting at such time and place as the Board shall determine, at least one purpose of the said meeting being the election of officers.
- C. The presence in person of a majority of elected Board of Directors shall be necessary to constitute a quorum for the transaction of business at any meeting of the Board of Directors, whether regular or special.
  - a. The affirmative vote of a majority of the Board of Directors present in person shall be required to carry any motion or resolution except as provided below.

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- D. The Board of Directors may collectively or severally consent to or ratify in writing any action taken by the club and when such action has been consented to, or ratified, such action shall be a valid club action, as though it had been authorized at a meeting of the Board of Directors.
- E. Notice of the time, place of, and purpose of any meeting of the Board of Directors may be waived by any director in writing prior to or following any meeting and such written waiver shall constitute a ratification of any action taken at such meeting.
- F. A copy of the minutes of each Director meeting shall be distributed to each Director.

## **ARTICLE X - SPECIAL MEETING OF THE BOARD OF DIRECTORS**

- A. A special meeting of the Board of Directors may be called by the President or at least three (3) Board of Directors upon written notice stating the time, place and purpose of said meeting, which notice shall be given at least three (3) days prior to the date established for the meeting, unless said notice is waived as herein above provide.
- B. In special cases the Executive Committee (President, Vice-President, Secretary, Treasurer) may meet to address urgent matters directly related to the wellbeing of the organization.
  - a. In said cases, the President shall report said issue to the full Board of Directors at the next regularly scheduled meeting or call a special meeting for that purpose.

## **ARTICLE XI - OFFICERS**

- A. The officers of the club shall be President, Vice-President, Secretary and Treasurer, elected by the Board of Directors at their organizational meeting.
- B. Those officers shall be known as the Executive Board.
- C. President**
  - a. The President shall be the chief executive officer for this club and shall preside at all meetings of the Board of Directors and members.
  - b. The President shall have general supervision over all business activities of this club and shall be responsible for the effectuation of all policies stated by the Board, and all orders and resolutions pursuant thereto.
  - c. The President shall appoint the members of all committees and shall be and Ex-officio member thereof.
- D. Vice-President**
  - a. The Vice-President shall assist the President whenever possible and take over the Presidents Duties in his absence.
  - b. The Vice-President shall act as one of the Game Day Supervisors.

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## **E. Secretary**

- a. The Secretary shall preserve in the books of this club the true minutes of the proceedings of all the meetings of the Board of Directors and all meetings of members.
- b. The Secretary shall give all notices required by these by-laws, resolutions or statutes of the State of Michigan.
- c. The Secretary shall maintain a complete roster of all Members in good standing together with their addresses and telephone numbers.

## **F. Treasurer**

- a. The Treasurer shall have custody of all club funds and shall keep full and accurate accounts of all receipts and disbursements of the club in books belonging to the club and shall deposit all moneys in the name of the club in such depositories as may be designated for that purpose by the Board of Directors.
- b. The Treasurer shall disburse the funds of the club as authorized by the Board taking the proper vouchers for the same and shall render to the Board at their regular meeting and whenever requested by them, an account of all his transactions and of the financial conditions of the club.
- c. When funds are raised (registration, raffles sales, football games, etc.) those funds will be transferred to the Treasurer at the end of the day of the fund-raising event.
  2. The Board Member holding the funds will count the money as well as the Treasurer to verify the amount to be transferred.
  3. The person transferring the funds to the Treasurer will sign a receipt indicating the amount transferred.
  4. The Treasurer will maintain a copy of this receipt in a receipt book designated solely for transfers of funds.
  5. In the event of the Treasurer not being available at the end of the fundraiser, two Board Members not of the same family will count the funds and write hand written receipts to each other verifying the amount of the funds taken in on that day. The funds will be then turned over to the Treasurer using the method described above.

## **G. Other Officers**

- A. Other officers may be appointed from time to time, shall have such duties as the Board may designate at the time of their appointment.
- B. The President shall appoint the following position leaders:
  - a. Up to Three (3) Game Day Supervisors one of which must be the Vice President:



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1. Coordinate all the various details involved in properly running the activities on game days.
  2. Performs other duties as may be prescribed by the Board of Directors.
- b. Two (2) League Board of Directors and one (1) Alternate League Director:
1. Responsible for attending all League meetings and reporting all information to the Board of Directors.
  2. Acting as the liaison between the Romulus Athletic Club and the League.
  3. Assume the primary responsibility for rules and eligibility on the practice field and on the game field.
  4. The Alternate League Director shall perform the listed duties in the absence of the two (2) League Board of Directors.
- c. Cheer Director and Co-Cheer Director shall:
1. Provide oversight for all Cheer Coaches and Assistant Coaches.
  2. Attend all Cheer Board of Directors Meetings and report to the Board of Directors.
  3. Oversee the distribution and fitting of all cheer uniform items and keep accurate records of all cheer uniforms issued and returned.
  4. Responsible for additional Cheer duties needed throughout the season.
  5. The cheerleading Director may appoint assistants as needed.
- d. Weigh Master:
1. Responsible for all paperwork due to player weigh-in on game days.
  2. Responsible for Player Weigh-In, weights, and scales.
  3. Perform weigh-in for both practice and game day.
- e. Registrar: Oversee all aspects of the organization's registering of participants, including but not limited to:
1. Overseeing the multiple registration days; maintain and distribute rosters to the necessary members.
  2. Certify proper completion and league compliance with regards to all necessary participant paperwork.
  3. Assist in team assignments based on compiled registration data.

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4. Perform other duties as may be prescribed by the Board of Directors.
- f. Equipment Manager:
  1. Oversee the procurement, storage, distribution, and maintenance of all football equipment and uniforms.
  2. Perform other duties as may be prescribed by the Board of Directors.
- g. Concessions Manager:
  1. Oversee the operation of the Concession Stand and utilization of its equipment.
  2. Purchase the required items to maintain the concession stand while staying in the framework of the annual budget.
  3. Spend the needed funds to maintain the concession stands while staying within the bounds of the Annual Budget.
  4. Submit itemized receipts for all purchases to the Treasurer.
  5. Responsible for cash box being counted at the beginning and at the end of each day of business by at least two people and transfer the funds to the Treasurer.
- h. Fundraising Manager:
  1. Develop a fundraising strategy and manage the fundraising initiatives for the organization.
  2. Provide initial organization, planning, and oversight of fundraising activities.
  3. Provide updates to the Board of Directors at each regularly scheduled meeting.
- i. Volunteer Coordinator:
  1. The Volunteer Coordinator shall be responsible for scheduling, monitoring, and verifying a family's two (2) events worked throughout the season.
  2. Remind families via appropriate communication methods as to the area, the game, or further fundraiser that the family is scheduled to work.
- C. The Appointees shall be approved by the Board of Directors at the organizational meeting of the Board or at such time they are appointed.
  - a. The specific duties of Appointees shall be defined by the Board of Directors.
- D. Appointees shall server for a period of one (1) year. Any appointee is eligible to be reappointed for successive years.

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- E. If a vacancy occurs, The President shall fill the vacancy at the next regular meeting of the Board or at a special meeting called for that purpose if deemed necessary.

## **ARTICLE XII – REMUNERATION**

- A. No Director, Officer, Chairman, Committee member or members shall receive remuneration, monetary or otherwise for service rendered to the club.

## **ARTICLE XIII - EXECUTION OF INSTRUMENTS**

### **A. Orders to Pay**

- a. All checks, drafts, money orders and all other orders to pay shall be signed by the treasurer in the name of the club and shall be countersigned by such other officers or agents as the Board of Directors shall from time to time designate for that purpose.
- b. There shall not be more than one (1) signer of checks living in the same household.

### **B. Instruments**

- a. Any contracts, conveyance or other instruments authorized by the Board of Directors may be executed by the President and Treasurer in the name of the club, unless the Board shall specifically designate other officers or agents to execute and instrument in behalf of the club.
- b. The Board shall have the authority to execute any instrument in behalf of the club.

### **C. Sale of Out of Use Property**

- a. The Board of Directors must approve all sales of out of use Flyer property.
- b. The following items may be sold to its members,
  - 1. Football shoes
  - 2. Out of service game jerseys.
  - 3. Helmets for displace use only
  - 4. Warmups
  - 5. Other out of property as designated by the Board of Directors

## **ARTICLE XIV EXPENDITURES**

- A. No later than January 31, of the operating year the President is expected to submit an operating budget to the Board of Directors for review and approval.

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- B. No later than February 28, of the operating year the Board of Directors must approve the submitted budget or a modified form of said budget.
- C. During the year, the President may authorize expenditures without the approval of the Board of Directors if it does not exceed the approved budgeted amount for that category of expense.
- D. Only one person with the authority to sign Romulus Athletic Club checks may reside in the same household.
  - a. Example: Husband and wife that hold officer positions on the Board of Directors of which only one may be a signer of checks.

## **ARTICLE XV REFUND / REIMBURSEMENT**

- A. If a player or cheerleader quits or is removed from a team prior to the first week of practice that child will receive a full refund of his / her registration fee.
- B. There shall be no refunds following the fourth full day of practice.
- C. If a player or cheerleader plays / cheers in a football game then quit or are removed from the team, that child will receive no refund. A scrimmage game is **NOT** considered a football game.
- D. If a Board Member or a parent chooses to make a purchase or a payment on behalf of the Romulus Athletic Club, the Board of Directors will authorize a reimbursement in full, of the funds spent. An original receipt is required for verification of expenditure.

## **ARTICLE XVI – COACHING STAFF**

### **A. Head Coaches – Football & Cheerleading**

- a. Head Coaches shall be members of the Board of Directors.

### **B. Selection Process for Head Coaches**

- a. Potential Head Coaches are recommended by the standing Head Coaches and the outgoing Head Coach(s).
  - 1. If there are no recommendations by the Head Coaches, the Board of Directors shall select candidates to be interviewed.
- b. Potential Head Coaches must have a minimum of two (2) years recent experience as assistant coaches with the Romulus Flyers.
- c. This requirement may be waived by placing the new coach on probation to complete the two-year requirement with a 2/3 majority vote of the Board of Directors.
- d. Head Coaches may recommend one coach each for a total of three or they may recommend only one if they all agree on that one candidate.

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- e. The Board of Directors or a committee designated by the Board of Directors will interview all football Head Coaches.
  - 1. If a committee conducts the interviews they will present their recommendations to the full Board of Directors.
  - 2. The Board of Directors may ask additional questions of the candidates following the committee's recommendation.
  - 3. Following this discussion, the board will vote to accept one of the candidates as the new Head Coach.
- f. Head Coaches shall hold the position until they choose to retire. Head Coaches may be removed from the position only as described in C. Abnormal Conditions and D. Cause.

## **C. Duties and Responsibilities of Head Coaches**

- a. The Head Coach has the responsibility of assembling his coaching staff. This includes hiring and firing these staff members.
- b. The Head Coach has the responsibility of training each of his assistants to follow all league rules as well as the rules of the Romulus Athletic Club.
- c. The Head Coach has the responsibility of ensuring that all rules and regulations both written and unwritten are followed to the best of his ability.
- d. The Head Coach will assign duties to his assistants as he or she sees fit.
- e. The Head Coach will attempt to solve disputes between parents and his coaching staff.

## **D. Abnormal Conditions**

- a. President and Vice President may fire any coach, Head Coach or Assistant Coach, football or cheerleading, for cause. This coach may appeal this event to the Board of Directors.
- b. The League Reps may suspend any coach, Head Coach or Assistant Coach, football or cheerleading, for cause.
  - a. If the offense is a violation of League rules, this coach must appeal this event to the League.
  - b. This coach must appeal to the Board of Directors prior to the Romulus Athletic Club supporting his / her appeal to the League.
- c. The Cheerleading Director(s) may suspend any cheerleading coach, Head Coach or Assistant Coach, for cause.

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- a. If the offense is a violation of League rules, this coach must appeal this event to the League.
- b. This coach must appeal to the Board of Directors prior to the Romulus Athletic Club supporting his / her appeal to the League.
- d. The Board of Directors may dismiss any coach, Head Coach or Assistant Coach, football or cheerleading, for cause. This coach may request the Board of Directors to review this decision once.

### **E. Cause**

- a. Cause is defined as a serious and malicious violation of league rules and or the policies and procedures of the Romulus Athletic Club.
- b. A 2/3-majority vote is required to remove a Head Football Coach for reasons other than just cause.
- c. Any Board Member may request of a coach an explanation of his / her actions during an event that was observed by that Board Member.
  1. If that Board Member feels that the activities of a given coach are inappropriate that Board Member shall contact the President, Vice President or one of the League Reps and explain his / her concern.
- d. If a Board Member observes activity that appears to endanger the health and wellbeing of a football player or cheerleader, the Board Member shall instruct the coaching staff conducting the activity to stop that activity immediately.
  1. The Board Member shall inform the President, Vice President, or League Reps of the steps that were taken to protect the wellbeing of the children.
- F. The Board of Directors will hear all appeals without exception. The board will review all information available to determine if an appeal will be granted.
- G. The Board of Directors must grant an appeal to support a coach or staff member's appeal to the League.

### **ARTICLE XVII – DISPUTE RESOLUTION**

- A. If a parent has a concern with a coach, that parent should speak with that coach about that concern.
  - a. If an agreement can't be reach between the parent and the coach, then that parent should take that concern to the Head Coach of that squad.

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- B. If the Head Coach and that parent can't resolve the problem, then the matter should be taken to the President or Vice President if the President is not available. The President or Vice President will act as a mediator.
- C. If the President or Vice President can't successfully mediate the problem, then the problem should come before the Board of Directors for resolution.
- D. The Board of Directors will have the final say in all disputes.
  - a. The Board of Directors will make a business-based decision.
  - b. The outcome that is in the best interest of the Romulus Athletic Club will be the priority for the Board of Directors.

### **ARTICLE XVII – BACKGROUND CHECKS**

- A. The Romulus Athletic Club shall conduct criminal history background checks of all Agents, Board of Directors, Coaches or others that the organization defines as having close contact with any player, cheerleader, mascot, or other designated participant of approved club activities.

- a. If the Criminal History Background Check reveals conviction in the past seven years involving a violent offense.

Or

- b. If the Criminal History Background Check reveals a conviction occurring at any time involving a sexual offense.
  - c. The individual will not be eligible to participate in any activities associated with the Romulus Athletic Club that would bring them into close contact with a child that participates with activities sponsored by the organization.
  - d. This will specifically exclude the individual from participating as:
    - 1. Board of Director
    - 2. Coach
    - 3. Cheerleading Director
    - 4. Announcer
    - 5. Clock Operator
    - 6. Or any other activity that the Romulus Athletic Club Board of Directors decides.

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## **ARTICLE XVIII - AMENDMENTS**

- A. These by-laws may be amended, added to or repealed by the affirmative vote of a majority of the members at any regular or special meeting of members.
- B. The notice of said meeting shall include a specification of the proposed amendment thereof, addition thereto or repeal thereof in suitable form.

## **ARTICLE XIX - DISBANDMENT**

- A. In the event the Romulus Athletic Club should for any reason disband, all funds and equipment are to be turned over to the local school system or youth organization for uses as they see fit (preferable in youth programs).

## **ARTICLE XX - RULES FOR CONDUCTING BOARD MEETINGS.**

- A. The current edition of Robert's Rules of order will be used as a guide and only a guide for Parliamentary procedure unless the club has otherwise stated procedure in these by-laws or elsewhere.