## BY LAWS OF CUMBERLAND VALLEY YOUTH LACROSSE CLUB

# **ARTICLE I- ORGANIZATION**

- 1. <u>NAME.</u> The name of the organization shall be "CUMBERLAND VALLEY YOUTH LACROSSE CLUB" (hereinafter the "Club").
  - 2. ADDRESS. The address of the Club shall be P.O. Box 384, Enola, PA 17015.
- 3. <u>INCORPORATION.</u> The Club was incorporated on December 31, 2008 under The Commonwealth of Pennsylvania Nonprofit Corporation Law of 1988, as amended.
- 4. <u>SEAL</u>. The corporate seal shall have inscribed thereon the name of the Club, the year of its organization, and the words "Corporate Seal, Pennsylvania".

## ARTICLE II- PURPOSE

l. <u>MISSION STATEMENT.</u> The Club is a community-based recreational forum dedicated to providing a program that promotes positive character, sportsmanship, teamwork, and life skills through the sport of lacrosse. The Club provides the opportunity for all participants to engage in the sport of lacrosse, to ensure a safe and satisfying learning environment, and to foster the development of skills and fair play. The Club seeks to promote the sport of lacrosse in the Cumberland Valley School District, thereby providing a pool of well-prepared athletes for any future high school endeavors. It is the Club's mission to introduce and instruct participants at the Elementary and Middle School Levels in the fundamental s of lacrosse.

To achieve the mission, the Club will provide teams for youth boys under the rules, guidelines and regulations established by this organization and in accordance with the designated rules, guidelines and regulations set forth by U.S. Lacrosse.

The Club shall be permitted to engage in all other activities permitted under Section 50 I(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), or corresponding section of any future federal tax code, and limited further by the Pennsylvania Nonprofit Corporation Law of 1 988, as amended, and any other applicable law, regulation or statute limiting the lawful activities of charitable, non-profit corporations in Pennsylvania.

No part of the net earnings of the Club shall inure to the benefit of, or be distributable to any member of the Board, the officers or other private per sons, except that the Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution s in furtherance of the purposes set forth above. No substantial part of the activities of the Club shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Club shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of these Articles of Incorporation, the Club shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Code, or corresponding section of any future federal tax code, or corresponding section of any future federal tax code, or corresponding section of any future federal tax code.

Upon the dissolution, winding up of the Club or liquidation of the assets of the Club, the Board shall, after payment of all liabilities distribute all of its assets to a charity dedicated to charitable purposes which qualifies for and is exempt within the meaning of Section 501(c)(3) of the Code, or corresponding section of any future federal tax code. Any such assets not disposed of as aforesaid shall be disposed of by the Court in the county in which the principal office of the Club is then located, to such charitable organization as said Court shall determine, which is organized and operated exclusively for charitable, educational, religious, or scientific purposes and which qualifies for and is exempt under Section 501(c)(3) of the Code, or corresponding section of any future federal tax code.

## **ARTICLE III - MEMBERSHIP**

All parents and eligible players that have paid the Club registration fee will be considered members of the Club. All players must reside within the Cumberland Valley School District. Actively participating volunteers without children in the program are included in the membership. A membership roster shall be submitted and approved by the Board at its February meeting (the "Membership Roster"). Only those individuals appearing on the Membership Roster shall be eligible to

vote during the following 12-month period. Only those individuals appearing on the Membership Roster are eligible to run for a Board position.

#### ARTICLE IV - BOARD OF DIRECTORS

- I. BOARD OF DIRECTORS. The Board of Directors ("Board") of the Club shall include the President, Vice President, Secretary, Treasurer, Business Development Representative, Registrar, Communications Coordinator, Coaching Coordinator, Tournament Coordinator, Field/Equipment Coordinator, Concession Coordinator, Fundraising Coordinator, Past President, and such other officers and assistant officers as the needs of the Club may require. At all times, however, there shall be an odd number of Board members. The President and Secretary shall be natural persons of full age; the Treasurer, however, may be a corporation, but if a natural person, shall be of full age. All members of the Board shall serve without compensation and are expected to attend all monthly meetings. The Board shall have the power to act for the membership. Board members shall be granted no more than three (3) absences during the fiscal year. In the event a Board Member is unable to physically attend a meeting, every attempt should be made to participate via alternate method including videoconference or teleconference. Any Board Member missing three regularly scheduled meetings is subject to removal from their position on the Board. The fiscal year of the Club shall be from July 1 through June 30. Any Board member missing a regularly scheduled meeting must inform the Secretary or President prior to the meeting. The Board shall meet monthly, or as deemed necessary by the Board.
- 3. <u>REMOVAL FROM THE BOARD</u>. Any member of the Board may be removed from office by a two-thirds (2/3) vote of the Board or a two-thirds (2/3) vote of all members on the Membership Roster at any monthly, annual, or special meeting.
- 4. <u>TERM.</u> The term of each Director shall be two (2) years and subject to a two (2) year extension for the same position to which a board member may be elected in the event no other candidate is available. Member Terms shall be staggered in the following manner: President, Past President, Treasurer, Registrar, Business Development Representative, Concession Coordinator and Field/Equipment Coordinator will be elected in even years; Vice President, Secretary, Communications Coordinator, Tournament Coordinator, Fundraising Coordinator and Coaching Coordinator will be elected in odd years. A one-time, one (1) year extension many be granted subject to the vote of the Board to facilitate staggering of terms.
- 5. <u>FILLING VACANCIES.</u> If a member of the Board terminates his/her service to the Board before the end of his/her term, the vacancy shall be advertised to the entire membership roster and the position will be filled for the unexpired remainder of the term by a vote of the Board.

6. <u>ELECTION METHOD.</u> When a Board member's term is scheduled to expire, any person on the Membership Roster or any member of the Board may nominate a person appearing on the Membership Roster to fill the open position. The Board shall obtain an agreement to serve if elected from each candidate. The nominations shall be submitted to the Board in writing or electronically to the Secretary of the Club not less than three (3) weeks prior to the Annual Meeting of the Club. If no nominations are received for an open position three (3) weeks prior to the Annual Meeting, nominations will be accepted at the time of the Annual Meeting. In the event the Board determines that there is a need to delay the election in such circumstances, it shall be permitted to do so. No candidate shall be elected to any office unless the candidate has been nominated as herein provided. Voting shall be conducted by secret ballot of all members of full age in the event there is more than one candidate for a particular position on the Board.

#### ARTICLE V - DUTIES OF BOARD MEMBERS

- 1. <u>PRESIDENT.</u> The President shall preside at all meetings of the club, appoint committees, and shall be an ex-officio member of all committees. The President shall assure that the provisions of these By Laws are adhered to at all times. The President shall be the liaison for communications to the community and the Cumberland Valley School District. The President is responsible for scheduling and rescheduling of games, coordinating referees for all home games as applicable. The President shall represent the Club in all contracts with governmental agencies or other organization s involving the affairs of the Club. The President shall work with the Board Members for recommendations for Bylaw changes to be voted on in accordance with the Bylaws.
- 2. <u>VICE PRESIDENT.</u> The Vice-President shall assume all the duties of the President in his/her absence. The Vice-President shall assume the office of the President in the event of the President's resignation, absence or inability to serve in a business year. The Vice President shall assume such duties and accept responsibilities in managing the affairs of the Club as the President may assign. The Vice-President is responsible for coordinating volunteers to be Team Parent Representatives. The Vice-President will act as Team Parent Coordinator and is responsible for organizing meetings with the Team Parent Representatives as necessary during the regular season, is responsible for organizing the Club photography needs, and is responsible for organizing the End-of-Year Banquet.
- 3. <u>TREASURER.</u> The Treasurer shall receive all funds due the Club, deposit same, and pay all obligations accrued by the Club, and record and maintain all receipts and invoices of such,

and submit records for auditing and review. Signatures required for all checks distributed by the Club are limited to the President and Treasurer. The Treasurer shall keep a true and accurate account of all receipt s and expenditures and submit a written financial report (once a month) at each regularly scheduled Board Meeting. The Treasurer shall maintain insurance coverage for the Club as deemed appropriate. The Treasurer shall make required filings of financial information with the appropriate governmental agencies, including Pennsylvania Bureau of Charitable Organizations and the IRS, as deemed necessary and appropriate. The Treasurer shall promptly turn over to his/her successor all of his records after being audited. His/her accounts shall be audited by the Auditing Committee appointed by the President and approved by the Board. The Treasurer shall maintain all accounts. The Treasurer, together with the President, shall sign all checks. Such other duties as assigned to the Treasurer by the President and approved by the Board will be included in the position specification prepared for this office as approved by the Board.

- 4. <u>SECRETARY</u>. The Secretary shall keep the records and minutes of all meetings, attend to the correspondence and communications for the Club. The Secretary will assist the Registrar in maintaining all team rosters. The Secretary shall keep the records and minutes of all meetings within each business year. The Secretary is responsible for maintaining all correspondence and documentation for U.S. Lacrosse. The Secretary is responsible for maintaining all historical documentation including, but not limited to, minutes, business meeting records, financial statements, tax returns, and any other pertinent documents for a period not less than seven (7) years. The Secretary shall also maintain copies of insurance policies and certificates of insurance for a period of not less than seven (7) years.
- 5. <u>BUSINESS DEVELOPMENT COORDINATOR.</u> The Business Development Coordinator shall assist with creating and implementing procedures, operation and general Club activities. The Business Development Coordinator will be responsible for the securing of major corporate donations/sponsorships and advertisement of the Club, and shall also have such duties as directed by the President.
- 6. <u>REGISTRAR</u>. The Registrar shall set registration dates, times, and location in coordination with the Board. The Registrar shall advertise registration dates and recruit children through the schools and community within the Club's territory. The Registrar shall organize and supervise registrations to include the following: (a) provide all personnel necessary to en sure a successful registration for lacrosse players; (b) make arrangements with maintenance personnel for entering buildings and utilizing resource s necessary, etc.; (c) ensure that all monies collected for registration are promptly submitted to the Club Treasurer with documentation; (d) compile and maintain all official players' personal and medical information and team rosters; (e) compile and maintain all insurance forms

and records to be submitted to U.S. Lacrosse; and (f) complete and distribute all player registration information (including medical forms) to the Coaching Coordinator. The Registrar is responsible for completing and submitting all registration forms to the Coaching Coordinator and Head Coaches, and keeping an updated set of registrations on file prior to the start of the practice schedule. The Registrar is responsible for submitting all late registrations to the Coaching Coordinator as soon as received and processed. The Registrar is responsible for ordering uniforms required by the Club.

- 7. COMMUNICATIONS COORDINATOR. Webmaster/Communications Coordinator is responsible for updating the Club Handbook to be distributed at the beginning of the season. The Webmaster/Communications Coordinator is responsible for creating, maintaining, and updating the web page and message board for the Club, subject to the policies and procedures adopted by the Club.
  - 8. COACHING COORDINATOR. The Coaching Coordinator is responsible for presenting coaching candidates along with their qualifications and assignments to the Board for consideration prior to the beginning of the regular season. Based upon the total number of participants at each level, the Coaching Coordinator is responsible for assigning the number of teams to be fielded in each age and skill level. The Coaching Coordinator is responsible for assigning the corresponding, approved Head Coaches and support staff for each team. The Coaching Coordinator will organize activities of the coaches and players regarding practices and games. The Coaching Coordinator will serve as liaison between the coaching staff, Board of Directors, Lacrosse Parents, Players and other interested parties. Discussions between these parties should be conducted in a private and confidential manner. The Coaching Coordinator in conjunction with the Head Coach (s) and staff will conduct at least one (1) meeting with the Lacrosse parents and Code of Conduct binds all coaches in the Club. All coaches are required to sign a Code of Conduct contract before coaching at any level within the Club. The Coaching Coordinator is responsible for collecting all appropriate clearances required by the Club for all coaching volunteers. The Coaching Coordinator is responsible for maintaining these confidential records and is to return this property at the end of each regular season to the Board.
- 9. <u>TOURNAMENT COORDINATOR.</u> The Tournament Coordinator is responsible for organizing all tournaments, and all necessary duties associated with Club-hosted tournaments.
- 10. <u>FIELD/EQUIPMENT COORDINATOR</u>. The Field/Equipment Coordinator is responsible for the distribution of all field equipment for each team fielded within the regular season. Each Coach should receive the following equipment: two chairs and one table, scoreboard, clock/airhorns and whistles, medical supply box, water cooler, and two dozen lacrosse balls. The Field/Equipment Coordinator is responsible for the collection of all field equipment from each team with

in the regular season. The Field/Equipment Coordinator is responsible for the distribution and collection of all medical release information. The Field/Equipment Coordinator is responsible for coordinating the maintenance of fields during the regular season including goals and nets and lining of fields. The Field/Equipment Coordinator is responsible for the maintenance and appropriate distribution of AEDs, as well as Medical Supply Boxes.

- 11. <u>FUNDRAISING COORDINATOR</u>. The Fundraising Coordinator shall be responsible for implementing, managing, and reporting on all fundraising activities of the Club.
  - 12. <u>CONCESSIONS COORDINATOR</u>. The Concessions Coordinator shall be responsible for planning, supplying, managing, and reporting on all matters associated with the sale of concessions on behalf of the Club.
  - 13. <u>PAST PRESIDENT</u>. The Past President shall assist the President with an orderly transition and assist on such other tasks as deemed appropriate by the President. In the event the Past President is unable or unwilling to serve, or in the event the Board determines that it would not be in the best interests of the Club, the Board may elect another former member of the Board of the Club to fill this position.
  - 14. <u>ADDITIONAL DUTIES</u>. The Board shall also perform such duties as deemed appropriate and necessary.

## ARTICLE VI-POWERS OF THE BOARD OF DIRECTORS

l. <u>MEETINGS.</u> The Board shall meet at least monthly. The date of such meetings shall be stated by the President, or in the absence of the President, by the Vice President. The Club shall hold an Annual Meeting in June of each year.

Any four (4) members of the Board may call a Board meeting upon written notice to all of the members of the Board at least three (3) days prior to the meeting. The notice shall state the date of the meeting, the purpose for which the meeting is being called and the names of the four (4) members of the Board requesting the meeting. The Board shall post a calendar of regular meetings and events. All meetings, except those deemed necessary by the Board as "closed", shall be open for attendance by any person appearing on the Membership Roster.

- 2. <u>QUORUM.</u> Since the membership of the Board may vary in numbers, fifty percent (50%) of the current membership of the Board shall constitute a quorum.
- 3. <u>AUTHORITY</u>. The Board shall have entire authority in the management of the affairs and finances of the Club and shall have general control of all of the Club's property. All rights and powers connected therein shall be vested in the Board.
  - 4. RULES. The Board shall make such rules as it deems necessary for the proper

operation of the Club.

- 5. <u>EXPENDITURES AND REVENUE</u>. The Board shall prepare and submit to the Annual Meeting a program of anticipated expenditures for the coming year, together with proposals of sources of revenue to meet said anticipated expenditures.
  - 6. <u>DIRECTOR LIMITATION.</u> All members of the Board must be at least eighteen (18) years of age and shall have successfully completed a criminal background check.
- damages as such for any action taken, or any failure to take any action, unless: (1) the Director has breached or failed to perform the duties of his/her office in good faith, in a manner he/she reasonably believes to be in the best interests of the Club, and with such care, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances; and (2) the breach or failure to perform constitutes self-dealing, willful misconduct or recklessness. The provisions of this Section shall not apply to the responsibility or liability of a Director pursuant to any criminal statute or for the payment of taxes pursuant to local, state or federal law.
- 8. <u>SEPARATION FROM THE BOARD.</u> All materials and other information relating to the Club and its members is and shall remain the property of the Club. All Board members are required to return any property of the Club to the Club at the time of separation from the Board.

#### ARTICLE VII - AMENDMENT OF BYLAWS

1. <u>AMENDMENTS</u>. Proposed changes or repeal of any section of the Bylaws must be presented in writing by an active member appearing on the Membership Roster and discussed at any regular meeting and voted upon after a second reading at any subsequent regular meeting. A vote of two-thirds majority of the Board or a two-thirds majority of the Membership Roster is necessary to amend or repeal any section of the Bylaws. The President may waive a second reading for issues that necessitate an immediate vote.

## ARTICLE VIII - BOOKS AND RECORDS

- 1. RECORDS. The Club shall keep an original or duplicate record of the proceedings of the Board, the original or a copy of its Bylaws, including all amendments thereto to date, certified by the Secretary of the Club. The Club shall also keep appropriate, complete and accurate books or records of account. The records provided for herein shall be kept at either the registered office of the Club in this Commonwealth, or at its principal place of business wherever situated.
  - EXAMINATION. Every member of the Board, upon written demand under oath
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stating the purpose thereof, has a right to examine, in person or by agent or attorney, during the usual hours of business for any proper purpose, books and records of account, and records of the proceedings of the Board, and to make copies or extracts therefrom. A reasonable charge may be made by the Club at currently set charges for any such copy requests, payable at the time copies are delivered. A proper purpose shall mean a purpose reasonably related to the interest of such person as a member of the Board. In every instance where an attorney or other agent shall be the person who seeks the right to inspection, the demand under oath shall be accompanied by a power of attorney or such other writing which authorizes the attorney or other agent to so act on behalf of the member of the Board. The demand under oath shall be directed to the Club at its registered office in this Commonwealth or at its principal place of business wherever situated.

#### ARTICLE IX- TRANSACTION OF BUSINESS

- 1. <u>PURCHASES.</u> The Club shall make no purchase of real property nor sell, mortgage, lease away or otherwise dispose of its real property, unless authorized by a vote of two-third s (2/3) of the m embers of the Board except whenever there are twenty-one (21) or more members of the Board in office, the vote of a majority of the directors shall be sufficient. If the real property is subject to a trust the conveyance away shall be free of trust and the trust shall be impinged upon the proceeds of such conveyance.
  - 2. <u>INCIDENTAL PROFIT.</u> Whenever the lawful activities of the Club involve among other things the charging of fees or prices for its services, it shall have the right to receive such income and, in so doing, may make an incidental profit. All such incidental profits shall be applied to the maintenance and operation of the lawful activities of the Club, and in no case shall be divided or distributed in any manner whatsoever among the members of the Board or the officers of the Club or any private individual. No part of the net earnings of the Club or donation s received by the Club shall be distributed to or inure to the benefit of any member of the Board or any officer of the Club or any private individual.
  - 3. <u>SIGNATURES.</u> All checks or demand s for money, notes, contracts, deeds, mortgages, obligations, documents and instrument s of the Club whether or not requiring a seal shall be signed by such officer or officers as the Board may from time to time designate.
  - 4. <u>POLITICAL CAMPAIGNS</u>. The Club shall not participate or intervene m (including the publication or distribution of statements) any political campaigns on behalf of any candidate for political office, nor shall the Club carry on propaganda or otherwise attempt to influence legislation.

### **ARTICLE X- NOTICES**

- 1. <u>MEETING NOTICES.</u> Whenever written notice is required to be given to any person, it may be given to such person, either personally or by sending a copy thereof by first class mail, postage prepaid, or electronic mail, to his/her postal address or e-mail address appearing on the books of the Club, or supplied by him/her to the Club for the purpose of notice. If the notice is sent by mail, it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail. A notice of meeting shall specify the place, day and hour of the meeting and any other information required by statute or the Bylaws. When a special meeting is adjourned it shall not be necessary to give any notice of the adjourned meeting or of the business to be transacted at an adjourned meeting, other than by announcement at the meeting at which such adjournment is taken.
- Whenever any written notice is required to be given under the provisions of the statute or by the Articles of Incorporation, or the Bylaws of this Club, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice, except as otherwise required by statute, neither the business to be transacted at nor the purpose of a meeting need be specified in the waiver of notice of such meeting. Attendance of a person at any meeting shall constitute a waiver of notice of such meeting, except where a person attends a meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business because the meeting was not lawfully called or convened.

# **ARTICLE XI - LIQUIDATION OF CLUB**

1. <u>DISSOLUTION</u>. In the event of dissolution, winding up or liquidation of the assets of the Club, the Board shall, after payment of all liabilities, dispose of all the assets of the Club exclusively for the purposes and in such manner or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify for exemption under Section 501(c)(3) of the Internal Revenue Code of 1 954, as amended, or its successor acts.

## ARTICLE XII - INDEMNIFICATION

1. <u>INDEMNIFICATION.</u> Subject to the limitation s hereinafter set forth the Club shall have the power to indemnify each member of the Board, officer, employee or agent of the Club, and his/her heirs, executors or administrators, to the full extent permitted by law, against all judgments, fines, liabilities, and reasonable expenses (including, but not limited to, court costs, attorneys' fees and

any amount paid in any settlement), which judgments, fines and liabilities and expenses were incurred or expended in connection with any claim, suit, action or proceeding, whether civil, criminal, administrative or investigative, and whether or not the indemnified liability arises or arose from any action by or in the right of the Club, in which he/she was involved because of anything he/she may have done or omitted to do as a member of the Board, officer, employee or agent of the Club or of any organization that he/she may have served as a member of the Board, officer, employee or agent at the request of the Club, but such indemnification can be made only if a Determination is made as hereinafter provided that such indemnification should be made. Such indemnification shall not impair any other right any such person may have.

Said indemnification can be made only if a determination has been made, with the advice of Counsel for the Club, by members of the Board not involved in the claim or proceeding, or by a disinterested person or persons named by said members of the Board not involved in the claim or proceeding, or by independent legal counsel in a written opinion: (1) that the member of the Board, officer, employee or agent acted or failed to act, and in either case, in good faith, and in a manner he/she reasonably believed to be in, or not opposed to, the best interests of the Club, and with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was un lawful, and (2) that the amount of the proposed indemnification is reasonable, and (3) that the proposed indemnification is just and proper and can be legally made by the Club under then existing law, and (4) that the indemnification shall be made by the Club in an amount stated in the Determination; provided, however, that the indemnification provided for herein shall not be available if the act or failure to act giving rise to the claim for indemnification has been determined by a court to have constituted willful misconduct or recklessness.

- 2. <u>INDEMNIFICATION EXPENSES.</u> Expenses incurred by an officer, a member of the Board, an employee or agent in defending a civil or criminal action, suit or proceeding as described above shall be paid by the Club in advance of the final disposition of such action, suit or proceeding upon receipt of an undertaking by or on behalf of such person to repay such amount if it shall ultimately be determined that the person is not entitled to be indemnified by the Club.
- 3. <u>INDEMNIFICATION INSURANCE.</u> The Club shall buy and maintain insurance on behalf of the members of the Board, officers, employees and agents of the Club and a per son serving at the request of the Club as a member of the Board, officer, employee or agent of another organization, against liability incurred in any such capacity, or arising out of his/her status as such.
- 4. <u>INVALIDITY</u>. The invalidity of any portion of this Article shall not affect the validity of the remainder hereof.

## ARTICLE XIII - MISCELLANEOUS PROVISIONS

- 1. <u>FISCAL YEAR</u>. The fiscal year of the Club shall end on the 30th day of June.
- 2. <u>CAPITAL CONTRIBUTIONS.</u> So long as the Club shall continue to be organized on a non-stock basis, the Board shall have authority to provide for capital contributions in such amounts and upon such terms as are fixed by the members of the Board in accordance with the provisions of Section 5541 of the Non-profit Corporation Law of 1988, as amended.
  - 2. <u>SUBVENTIONS</u>. The Board, by resolution, may authorize the Club to accept subventions from the general public on terms and conditions not inconsistent with the provision s of section 8542 of the Nonprofit Corporation Law of 1988, as amended.
  - Membership Roster, except as otherwise provided, shall determine all matters brought before any meeting of the directors of the Club. Voting shall be limited to one (1) vote per each member of the Board and to one (I) vote per each member of full age appearing on the Membership Roster. A member must be present at the meeting in order to cast a vote. A majority vote is required to pass any motion at the meeting of the Board, except as set forth herein. Motions shall be presented in writing or may be offered verbally at a regular meeting by a member of the Club. A one-vote margin is considered a majority and is sufficient for deciding business. The President has the authority to limit a discussion on a motion to a reasonable time limit. Nothing in these Bylaws shall be constituted as permitting any individual to have more than one (1) vote on any single issue or in any single election.
    - 4. <u>NOTICES</u>. All notices provided for, herein, may be effectuated by e-mail.
  - 5. <u>TERM OF OFFICE.</u> All officers of the Club shall hold office from July through June 30. The initial terms of office of the members of the Board shall continue through and including June 30, 2011.
  - 6. <u>AGE GROUP:</u> Cumberland Valley Youth Lacrosse follows the U.S. Lacrosse recommended age appropriate guidelines. Cumberland Valley Youth Lacrosse shall adopt an Age Group Policy that can be revisited every fiscal year. Development of and decisions relating to the Age Group Policy shall be the responsibility of the Coaching Coordinator and the Board. All players are expected to play within their appropriate age group unless invited by the Coaching Coordinator to advance to another level. This decision will be made in conjunction with the Coaching staff and will reflect current US Lacrosse guidelines on safety and child physical and emotional development.
    - 7. GRIEVANCES: Any grievances shall be governed by the grievance policy.

8. CODE OF CONDUCT: Cumberland Valley Youth Lacrosse shall establish and enforce a code of conduct for all members of the Club. The Code shall be reviewed at least annually, and adapted if necessary. It must be acknowledged and signed by every player, parent coach and volunteer. Violations of the Code of Conduct may result in penalties, up to and including expulsion from the Cumberland Valley Youth Lacrosse Club and activities.