

By-Laws for the Shaler Area Boys Lacrosse Association



Article I Name

- A. The name of the organization is the Shaler Area Boys Lacrosse Association (SABLA)
- B. The Association consists of two organizations. The club is defined as members with players in grade 8 and lower. The boosters are defined as members with players in grades 9 through 12

Article II Mission Statement

Our mission is to ensure that Shaler Area Boys Lacrosse Association will be a unified organization that promotes the sport of lacrosse in the Shaler Area School District by providing the necessary support to its players and families through financial, physical and moral support

Article III Membership

- A. Club membership is open to any parent/legal guardian(s) whose child plays lacrosse for the Shaler Area Boys Lacrosse Club and who is in good financial standing through payment of annual registration fee. Payment of the membership fee is mandatory for membership inclusion.
- B. Booster membership is open to any parent/legal guardian(s) whose child plays lacrosse for the Shaler Area Boys Lacrosse Freshman, Junior Varsity or Varsity team affiliated with the Shaler Area School District who is in good financial standing through payment of annual booster fee. Payment of the booster membership fee is mandatory for membership inclusion.
- C. Membership of the club and/or the boosters entitles one or more parent/legal guardian(s) of an eligible player the privilege of voting, holding an officer's position or appointment to a chair committee
- D. All members, regardless of the amount of players in the association, must work two nights in the concession stand.
- E. Members with multiple children in the association, regardless of level, receive a twenty-five (25.00) dollar discount.

Article IV Officers (Executive Board)

- A. Officers of the SABLA shall be comprised of four (4) members in good standing. The officers of the club shall be President, Vice President, Secretary and Treasurer.
- B. The executive board will have all powers to transact the business of the association during and between general meetings for the Association calendar year of July 1st through June 30th. This includes the hiring and/or firing of any and all coaches and coaching staff associated with the club.
- C. The term of the officers shall be one year, based on the associations' calendar year as defined above.

- D. Nominations for officers shall be held at the April general meeting. Any member 21 years or older and in good financial standing may be nominated for office and nominations seconded. Each nominee must accept or decline this nomination at this time.
- E. The election of officers shall be held at the last general meeting in May of the association calendar year. Voting may be through paper ballot or show of hands. If paper ballot is chosen the President shall appoint a committee to count the ballots after each vote. The result is to be announced immediately and before the vote is taken for the next office. The President shall be the first officer elected followed by Vice President, Secretary and Treasurer.
- F. In the event an officer is not in attendance for three (3) consecutive meetings, they are immediately removed from office. In the event an officer states that they wish to retire, they are automatically removed at the next scheduled meeting.
- G. The vacancy of an office shall be filled for the unexpired term by a majority vote of the remaining board. Notice of the vote is required. The Vice President shall serve in event of a vacancy of the Presidency

Article V Duties of the Officers

- A. The President shall preside at all the meetings of the SABLA. He or she will be designated as the sponsor of the club and boosters and work through the Shaler Area High School Activities Department, Athletic Department and Buildings and Grounds. He or she shall be ex-official member of all committees, and he or she shall have the vote in the event if a tie.
- B. The Vice President shall act as an aide to the President and accept all duties in the event of their absence. The Vice President shall preside over special meetings with the executive board for the sole purpose of interpreting the bylaws.
- C. The Treasurer shall collect all dues for the association, keep an accurate record thereof, and deposit same in the name of the association in the bank selected by the Executive Board. He or she shall present a full report at each regular meeting of the Executive Board and association meetings or at any time upon request. Bill will be paid upon receipt, no later than thirty (30) days after incurred expense. Finances will be totally transacted through a checking account. All checks shall require either one (1) or two (2) signatures of the elected officers. The President shall make the decision on the amount of signatures required. Checks shall be made payable to SHALER AREA BOYS LACROSSE CLUB. The Treasurer shall present a budget for both the club and the boosters to the executive board in September of the calendar year for approval. The membership will vote on approval of these budgets at the September membership meeting. The booster budget shall be presented to the Shaler Area Activities Department one day following approval by the membership.
- D. The Secretary shall keep an accurate record of the proceedings of all meetings. They shall conduct the general correspondence of the association and keep an accurate list of memberships and perform such other duties that pertain to the office. They shall keep attendance records of all members at all meetings. They shall keep an accurate list of all member names, telephone numbers, addresses and emails. They will track the amount and date dues were paid.

Article VI Standing Committees

- A. Standing Committees shall be created by the Executive Board as deemed necessary to promote the objectives and to carry on the work of the association. The term of office for all Committee Chairperson(s) shall be the same as the executive board. Chairperson(s) are responsible for maintaining records of their committee so that it can be passed on to their successors.
- B. All committee decisions shall be presented to the board for approval. This includes fees, associated costs and any fundraising requirements.
- C. **Banquet Committee:** Coordinate all aspects of the banquet, establish date/location, select menu, organize year end player gifts and coordinate players' awards with coaches.
- D. **Concessions Coordinator:** Coordinate all aspects of the concession stand for home JV/Varsity to include ordering food items, selecting menus, outside shopping if necessary, set up and closing of the concession stand.
- E. **Print Sponsorships/Banner Sponsorships:** Coordinate sponsorships for the lacrosse club by soliciting business to become sponsors during the season, either by including their logo on game programs, announcements during the home games.
- F. **Homecoming Committee:** Coordinate the Homecoming booth with a small committee one month prior to Homecoming. Make sure permit is filed with Buildings and Grounds, Purchase paper products, make arrangements with Strictly Business catering, assuring electrical availability for roasters, make booth signs, coordinate boys walking in parade w/ banner, and donations of soda/water/baked goods.
- G. **Election Committee:** Coordinates the club annual General Membership & Board Election Meeting by setting the date, location and time, Email eligible families about the election, collect nominations for board positions and advertise new board to club members after the meeting.
- H. **Team Parent:** Act as a liaison between the Club/Boosters, Coaches and Parents. Send out reminders about games, picture day, banquets, directions, practices, updates etc.
- I. **Apparel Chairperson:** Coordinate Shaler Area Lacrosse Apparel sale in November and March to the Club/boosters. Place order with GPSA or elsewhere. Be available on meeting night or other night for order pick up. Chairperson coordinates expense with Treasurer
- J. **Golf Outing Committee:** Responsible for securing a location, soliciting donations from companies for money and/or basket donations, Selling T-signs, and being the MC for the event
- K. **Joe Corbie Pizza Sale Chairperson:** Coordinate, advertise to club, collect and tally and place the order for Joe Corbie. Schedule a pick up date and time with club to have parents pick up the order. This fundraiser occurs one time a year in March.
- L. **Giant Eagle Gift Card:** Coordinate the purchasing and distribution of the pre-paid gift cards from Giant Eagle and Wet Go. The family receives up to 5% return on selling the cards. Giant Eagle Gift Card chairperson will coordinate activities with the Fundraising Director.
- M. **Restaurant Family Nights:** Establish, coordinate and advertise family nights through the school year; as well as organize any loyalty cards.
- N. **Website Coordinator:** Updates the website with current forms and notices.

- O. **Subway Parent:** Order and pick up Hoagies from Subway for the Away games. Take the Hoagies, with a cooler and beverages to the bus before it departs for the Away game.
- P. **Picture Day:** Coordinate all aspects of picture day- arrange photographer, obtain permit request for field, set times and distribute pictures. Picture Day chairperson will coordinate activities with Team Parents
- Q. **Senior Night:** Last home game of the season Coordinate all aspects of senior night- complete permit requests, organize gift, invitations, arrange for photographer, decorate and organize snacks/drinks.
- R. **Year Book:** Create and Publish Annual Yearbook

Article VII Fundraising

- A. All fundraising must be approved by the Executive Board and submitted to the Activities Department of Shaler Area School District
- B. The following fundraisers have restrictions per these bylaws to the end use of all funds generated.
 - 1. All funds generated from the golf outing after all costs are to be solely used for the reduction of registration cost for all members. The available funds will be recorded in a restricted account and not included in general operating fund.
 - 2. All funds generated by the Joe Corbi sale are to be applied to the individuals' restricted account for use in reducing fees. All money remaining at the end of the of the players tenure in the association are forfeited back into the general fund unless transferred to another member.
 - 3. All funds generated by the Giant Eagle Gift Card Program or any similar program are to be applied to the individuals restricted account for use in reducing fees. All money remaining at the end of the of the players tenure in the association are forfeited back into the general fund unless transferred to another member.
 - 4. All funds generated from the Corporate/Personal Banner Program are directed solely to the general fund.
 - 5. All funds generated from any Family Dining night are to be applied to the General Fund

Article VII Meetings

- A. General Membership Meetings. The association will hold no less than five (5) general membership meetings each year. Starting with the month of September and ending with the month of May.
- B. The Executive Board will meet no less than eight (8) times during the association calendar year in order to conduct the business of the association.
- C. A Quorum shall consist of a minimum of 20% of the total membership.

Article IX Team Selection and Participation

- A. Team selection and participation will be determined solely by the coaching staff. Shaler Area Boys Lacrosse Association has a “NO CUT” policy except for reasons stemming from disciplinary actions or lack of academic requirements being met.
- B. Players Parent/Legal Guardian(s) will be required to provide forms such as but not limited to waiver, release and consent, proof of insurance, emergency card and consent for medical treatment. Under no circumstance may an athlete participate in the Association without all required forms being complete.
- C. All players’ registration fees must be paid in full before receiving any uniforms and/or participating in any practice.
- D. All athletes are expected to adhere to all rules and regulations set forth by US Lacrosse, WPYLA, PIAA and the Shaler Area School District.
- E. All Youth Lacrosse (Under 15, under 13, under 11 will participate in the WPYLA and/or other leagues designated by the Executive Board. These players are ineligible to participate in the High School Program.)
- F. All Players in grades 9 through 12 will participate in a league designated by the Shaler Area School District.

Article X Coaches

- A. All coaches for the Shaler Area Boys Lacrosse Club, as part of the Shaler Area Boys Lacrosse Association, are required to have the following clearance. ACT 34, ACT 114 and ACT 151. Fees imposed in acquiring these certification are the burden of the coach.
- B. All coaches for the Shaler Area Boys Lacrosse Club, as part of the Shaler Area Boys Lacrosse Association are expected to follow the guidelines set forth by the WPYLA and the Shaler Area School District Code of Conduct.
- C. All coaches are required to attend all WPYLA meetings in order to be properly informed of league matters. Coaches are required prior to the game that all required personnel are on site including but not limited to officials, timekeepers and that all players’ medical information is available.
- D. Coaches are expected to promote good sportsmanship and appropriate behavior at all times. Coaches are responsible for controlling themselves and player’s actions pertaining to profanity, fighting, language and behavior. Coaches shall provide positive reinforcement and feedback as often as possible through the lacrosse season.
- E. Coaches contracts will run concurrent with the Association calendar year
- F. All decisions for hiring and removing coaches rest with the Executive Board. All decisions by the Executive board are final.

Article XI Insurance

Shaler Area Boys Lacrosse Association, on an annual basis, shall maintain insurance covering general liability for participants currently enrolled. Coverage shall cover bodily injury, property damage and medical payments. The limits of liability shall be renewed on an annual basis.

Article XII Parliamentary Authority

The rules contained in the current edition of “Robert’s Ruled of Order, Newly Revised” shall govern this Association.

Article XIII Bylaws and Amendments

- A. These bylaws take effect upon passage of the first general membership meeting of the 2015-2016 calendar year,
- B. These Bylaws may be amended at any general membership meeting by a two-thirds (2/3) majority vote by the members present and voting, provided that the notice of the proposed amendments shall be motioned and seconded at the previous meeting.

Article XIV Dissolution

In the event of the dissolution of the Association, all assets remaining after payments of all authorized expenses shall be distributed to the Shaler Area Lacrosse Club for the sole purpose of promoting Boy Junior High, Junior Varsity and Varsity Lacrosse programs, as well as sustaining the financing of Boys Youth Lacrosse in the Shaler Area.