

GREATER CLEVELAND FOOTBALL ASSOCIATION, INCORPORATED

BYLAWS

ARTICLE 1- NAME AND MISSION STATEMENT

Section 1-Name: The name of the non-profit corporation shall be “Greater Cleveland Football Association, Incorporated.”

Section 2-Mission: Our mission is to provide the youth of our community a safe and enjoyable athletic experience, while teaching them the sport of football. We also wish to promote athletics in our community and mold our youth into, not only good athletes, but productive members of our society.

Section 3-Direction of the association: The direction of the overall policies shall be vested in the Board of Directors and the members.

Article II- MEMBERSHIP

Section 1-Membership: Membership in GCFA shall consist of the members of the Board of Directors, all rostered personnel, and volunteers who have submitted to a background check and are in good standing. Other members may be approved by a majority vote of a quorum of the Board of Directors based in service to the organization, a clear background check, and conformity to the rules and regulations of GCFA.

Section 2- General Members: A general member is the legal guardian of a paid participant or a volunteer of GCFA in good standing. General members may attend open meetings of the Board of Directors as well as having a standing vote at general meetings held annually by the association.

Section 3- Membership Status: Any member who has an outstanding debt with the organization is not in good standing. Any member that has been dismissed from service or quits shall have their membership revoked for the remaining of that membership year. Any question of membership status shall be resolved by a majority vote of the Board of Directors.

Article III- FINANCES

Section 1- Records: The treasurer shall be required to provide an annual financial report and to submit an annual budget at the associations general meetings. An audit of the associations books may be called by a majority vote of the board.

Section 2- Fundraising Goals: The board shall be responsible for outlining the fundraising goals of the association on an annual basis.

Article IV- GENERAL MEETINGS

Section 1- Meetings: A general meeting of the members shall be held annually. Advanced notification of at least two week shall be required. Special meetings of the members may be called by the Commissioner or by a majority vote of duly elected Board of Directors.

Section 2- Voting: Members of this association in good standing shall be entitled to vote at the general or any special meeting of the members of this association. Each Member shall have one vote and must be present in person to issue that vote.

Section 3- Privileges of the Floor: Members of this association in good standing shall be entitled to privileges of the floor when recognized by the board, subject to governing rules of the general meeting.

Section 4- Quorum: The members present at any general meeting shall constitute a quorum for the transaction of any, and all business. The favorable vote of the majority of such members present in quorum shall be necessary for the determination of any matter.

Section 5- Presiding Director: The Commissioner shall preside at all meetings of the members of this association. In his/her absence the next officer in due order who may present shall preside, and for such purpose the order of officers shall be as follows: Commissioner, Vice-Commissioner, Treasurer, Secretary and Football Director.

Article V- ELECTION OF DIRECTORS

Section 1- Election of Directors: At the post-season general meeting a slate of directors shall be elected. Election shall be a show of majority by “yea” or “nay”, by a show of hands or by ballot when deemed necessary. The members should be present to be elected at the meeting.

Section 2: Terms of office: The Commissioner, Vice-Commissioner, Treasurer, Secretary, and Football Director are elected to staggered two year terms; with the Commissioner, Secretary, and Football Director to be elected at odd year elections, and the Vice-Commissioner and Treasurer to be elected at even year elections. All terms begin January 1st of the next calendar year after election at the general meeting.

Section 3- No Dual Board Membership: A member of GCFA Board of Directors may not serve on another youth sports board of the same sport during his/her GCFA Board term.

Article VI- BOARD OF DIRECTORS

Section 1- Number and Authority: A Board of Directors composed of the elected officers shall manage the business and property of this association.

Section 2- Qualifications: The members of the Board of Directors must be voting members of this association in good standing fully capable of meeting the requirements and time commitment of their respective position.

Section 3- Meetings: The board of directors shall meet as soon as possible after the annual meetings of the association to transact association business. The board shall meet in a monthly session or as often as necessary to conduct the business of this association.

Section 4- Quorum: A majority of the Board of Directors shall constitute a quorum for the transaction of all business of this association.

Section 5- Vacancies: Vacancies of the Board of Directors shall be filled by interim appointment with a member in good standing by the Board of Directors in quorum vote. Appointees shall be complete the term of the vacated position.

Section 6- Responsibilities of Directors: Directors shall perform the duties of the office to which they have been elected. Such duties are outlined in Article VII.

Section 7- Removal of Directors: Any director may be removed from the Board of Directors if, in judgment of a majority of a quorum of the Board of Directors, a director is not able to carry out the duties and responsibilities of a director.

Section 8-Directors: The directors of the association shall be as follows:

1. Commissioner
2. Vice-Commissioner
3. Treasurer
4. Secretary
5. Football director

The Board of Directors may create additional positions as required by the business of the association.

Section 9-Commissioner: The Commissioner shall be Chief Executive Officer of this association. The Commissioner shall preside at all meeting of its members and at all meeting of the Board of Directors. The Commissioner shall have general charge of the business of this association, subject to the control of the Board of Directors. The commissioner is the direct representative of GCFA. This is a non-voting position expect in the event of a tie. This position has a two-year term, to be elected at odd-year elections. (Add Game-day prep)

Section 10- Vice-Commissioner: The Vice-Commissioner shall, in the absence of the Commissioner, exercise the power and perform the duties of the Commissioner; otherwise, shall have such power and shall perform such duties as may be assigned by the Board of Directors. This position has a two-year term, to be elected at even-year elections. (Add fundraising and website)

Section 11- Treasurer: The Treasurer shall be the Chief Financial Officer of this association. The Treasurer shall keep a full and accurate account of receipts and disbursements and deposit all money, checks and other obligations to the credit of this association in accordance with financial guidelines as established by the Board of Directors. The Treasurer shall render a financial report at each Board of Directors meeting and shall complete an annual statement before each annual meeting of this association. This position has a two-year term, to be elected at even-year elections.

Section 12- Secretary: The Secretary shall keep the minutes of the meetings of members and of the Board of Directors and shall record al actions of this association in a book or books to be kept for that purpose. In addition, shall perform duties incident to the office of Secretary, subject to the control of the Board of Directors. This position has a two-year term, to be elected at odd-year elections. (Add Volunteers and social media)

Section 13- Football Director: The Football Director shall be responsible for the organization and administration of the football program. Duties include; but are not limited to, the following; development of guidelines and rules for the football program including rules of conduct for coaches and players, repair and replacement of football uniforms and equipment; establishment of procedures for uniform fitting, disbursement, and collection; organization of registration and supervision of football team assignments in accordance with East Wake Football League age and weight requirements; and development of football program budget for the Board of Directors. This position has a two-year term, elected at odd-year elections.

Article VIII-GENERAL PROVISIONS

Section 1- Order of Business: The order of business at all meeting, insofar as possible, shall be as follows:

1. Call to Order
2. Reading and approval of the Minutes
3. Reports of the Treasurer
4. Reports of the Secretary
5. Reports of the Football Director
6. Reports of the Committees
7. Unfinished business
8. New business
9. Election and Appointments
10. Adjournment

Section 2- Committees: The Board of Directors shall appoint all standing and special committees. Committee appointments in connection with the meetings of members shall be appointed by the Board of Directors.

Section 3- Contributions: The Association may receive, at the discretion of the Board of Directors, voluntary contributions in support of its programs and special projects.

Section 4- Remuneration: No part of the net earnings of this Corporation shall inure to the benefit of or be distributed to its Directors, or other private person except that the corporation may pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of GCFA. Members may be reimbursed at the discretion of the Board of Directors to cover necessary expenses incurred when serving this association under specific direction of the Board of Directors.

Section 5- Fiscal Year: The fiscal year of the association shall be the period January 1st through December 31st.

Article IX- AMENDMENTS

Section 1-Bylaws: Amendments to the bylaws shall be made in the following manner:

- (a) The Board of Directors shall adopt a resolution setting forth the proposed amendment and direction that it be submitted to a vote of the members at a meeting thereof which may be either an annual meeting or a special meeting.
- (b) The proposed amendment shall be submitted to the members at such meeting and shall be adopted upon receiving a majority of the votes cast by members present, provided a quorum is present.
- (c) Articles of amendments shall be executed, and a new set of Bylaws typed including the amendments, and filed with the permanent records.

Article X- MISCELLANEOUS

Section 1: Reference should be made to Greater Cleveland Football Associations Standard Operating Procedures for all matters not covered by Greater Cleveland Football Association, Inc.'s Bylaws. (Ex: Discipline, field rules, etc.)

11/03/2016