

2013

PRESIDENT: Eddie Hegewisch
VICE PRESIDENT: John Wagner
SECRETARY: Russ Klaus
TREASURER: Jason Parks
REGISTRAR: Rick Gloekler



P.O. BOX 3402
CROFTON, MD 21114
(410)721-9412
www.croftonsports.com

BOARD OF DIRECTORS POLICY #13-9 (previously 99-2)

ISSUED: 11/17/99
EFFECTIVE: 11/17/99

AMENDED: 08/25/13
REISSUED: 08/25/13

SUBJECT: TEAM MANAGEMENT

I. STATEMENT OF POLICY

In the event that the funding required for a team is greater than that provided within the Program Commissioner's proposed budget, the establishment of a separate team checking account is allowed if the following conditions are met:

- a. A Team Manager is selected by the team in coordination with the Commissioner (or semi-independent sport leadership) or prior to the beginning of the playing season.
- b. Since the money collected by the individual teams is not collected through the Crofton Athletic Council and/or its semi-independent sports, each individual team is solely responsible for the disbursement of funds. CAC and its semi-independent sports cannot be held responsible for any funds collected outside the official database.
- c. The team funds may not be commingled with funds of any other type. Team checking accounts must have two allowable signers (not concurrently).

In addition, the CAC Board of Directors recognizes that individual teams may wish to "employ" team trainers or others as allowed by the Board with expertise which surpasses that which can be obtained through the use of volunteer "head coaches". In these cases, the following should be remembered: Neither this policy nor any policy of the Crofton Athletic Council shall be considered to supersede or remove the responsibility of the Team Manager to conduct all business in accordance with the U.S. Tax Code which requires that 1099's be filed with the IRS when an individual is paid a specified amount. Such forms must be completed by the team manager by the end of the tax year and coordinated with the CAC Treasurer.

II. DISTRIBUTION

- a. Distribution to all Crofton Athletic Council Board Members, Commissioners and Coaches.
- b. Publication periodically in the Crofton Athletic Council newsletter.
- c. Publication on the Crofton Athletic Council Web site.