

Palmyra-Riverton Athletic Association

Corporate By-Laws

- I. Preamble: These By-Laws shall govern the actions of the organization known as the Palmyra-Riverton Athletic Association, which herein shall be known as the Association.
- II. Purpose of the Association: The purpose for which the Association is formed are:
 - A. To plan, promote, endorse and carry out programs and activities of and for various forms and types of athletics and athletic events, and various forms of entertainment for and of interest to youths for the purpose of health, recreation and guidance of the youths within the organization.
 - B. Encourage the youths of the Association to become responsible citizens of their community, state and nation.
 - C. Helping in guiding and influencing the behaviors and lives of the youths to act responsibly.
 - D. To teach the youths the importance of teamwork and good sportsmanship as a part of their daily living.
 - E. To create, motivate, encourage and carry on such other programs to curb and discourage juvenile delinquency.
- III. Membership in the Association
 - A. Types of Membership
 1. Regular Members shall be residents of Palmyra and Riverton, New Jersey, eighteen years of age or older, who participates in the activities of the association as a member of the Board of Directors, an active member of a committee, a manager, a coach or an official.
 2. Junior Members shall be residents of Palmyra and Riverton, New Jersey, of appropriate age who, by virtue of having met the registration requirements, are engaged as player participants in the athletic programs of the Association.

3. Associate Members shall be any individuals who participate in the financial support of the Association.
4. Booster Members shall be any organizations who participate in the support of the Association through subscription of team sponsorship, advertising signs or direct contributions to the Association.

B. Membership Privileges

1. Regular members shall have voting privileges affecting the conduct of the Association as follows:
 - a. Each Regular Member may cast one ballot for election of members of the Board of Directors of the Association in accordance with provisions of section IV.
 - b. Each Regular Member may cast one vote on all matters affecting change in these By-Laws, in accordance with provisions of Section VI.
 - c. Regular Members may be elected to the Board of Directors in accordance with the provisions of Section IV.
2. Junior, Associate, and Booster Members shall be honorary members of the Association and shall not have voting privileges.

C. Membership Meetings

1. An annual membership meeting shall be held on the second Tuesday of October of each year, or the earliest reasonable date thereafter in the event of a conflict, the specific date, time and place to be determined by the Board of Directors and to be announced to the Regular Members by mail or some other form of notice at least three days prior thereto. The purpose of the meeting shall be to elect members to the Board of Directors (see section IV) and/or to cast ballots concerning changes to these By-Laws. (see Section VI)
2. A special membership meeting may be called by a majority of the members of the Board of Directors or by written petition of 10% of the Regular Members of the Association for the purpose of balloting concerning changes to these By-Laws in accordance with Section VI of these By-Laws.
3. A quorum shall be deemed present and business may be conducted at annual or special membership meeting when 10 percent of the Regular Members of the Association are present or represented by written proxy

IV. Elections: Seven members of the Board of Directors shall be elected from among the Regular Members of the Association, and shall serve for a term of two years beginning at the time of election.

- A. The President shall appoint a nominating committee, which will prepare a slate of candidates and present same to the Association Secretary.
- B. The Association Secretary shall inform all Regular Members of the names of candidates by mail, e-mail and/or phone at least three (3) days prior to the Annual Meeting.
- C. Nominations of additional candidates may be made during the Annual Meeting provided that the candidate nominated is present and accepts the nomination.
- D. Each Regular Member present at the Annual Meeting shall cast one ballot for the slate of candidates.
- E. The President shall appoint a committee to validate the ballots and tally the votes, and report the results at the meeting.
- F. Vacancies on the Board of Directors shall be filled by election within the Board of Directors and the elected Director will serve for the duration of the unexpired term of the Director replaced.

V. Board of Directors:

- A. Function of the Board- The Board of Directors shall have the authority to and responsibility for deciding all matters concerning the operation of the Association, within the provision of these By-Laws.
- B. Composition of the Board and their responsibilities.
 - 1. **President**- This position carries over all responsibility of the club. The President is a member on any and all committees and will chair all Executive Committee, General, Special and Annual General Meeting of the Club. He/She may delegate someone from the Executive Committee to chair any meeting. The President has the privilege of the "tie breaker vote". This is to say the President will have a vote in case the vote is tied after all Board members present have voted. The President is to see that the club is run according to the By-laws. He/She will, along with the Treasurer and Vice President, be signing officer of the club. The Board must approve all monetary expenditures

at regular Board meetings. However, the President shall have the power to authorize expenditures for the good of the club, up to a maximum amount of Three Hundred Dollars (\$300) in any calendar month without prior approval of the Board. The President shall perform such other duties as on occasion shall be assigned by the Board. The President may hold the office of Past President for one year following the completion of his/her term if asked.

2. **Vice President**- In the absence of the President, the Vice President will take over all duties and responsibilities of the President. He/She may be a member of any and all committees and is to assist in any area needed. The Vice President should have exposure to all facets of the club. He/she will be, along with the President, and the Treasurer, a signing officer for the club. The Vice President shall also have the responsibility for obtaining and assigning fields within the towns of Palmyra and Riverton.
3. **Treasurer**- He/she shall handle the accounts of the club along with the President and /or Vice President. The treasurer will be a signing officer for the club. All funds will be given to the Treasurer for banking. The Treasurer may, from time to time, designate someone to collect funds.
4. **Secretary**- He/she is responsible for keeping accurate record of all meetings, correspondence and the recording of all policies of the Club.
5. **Registrar**- He/she is responsible for setting up registrations, and account to the Treasurer for all monies collected for registrations. All registrations must be done by the Registrar and /or his/her designates.
6. **Members at Large** – He/she will assume responsibilities as needed for the benefit of the Club. They will have a voting position.

C. **Club Management**

1. **Equipment Manager**- He/she is responsible for purchasing, distributing and collecting of Club equipment (Balls, Bats, Uniforms etc.). He/she shall submit a yearly budget and have an ongoing upgrading program for equipment. There will be a boy's equipment manager and a girl's equipment manager.
2. **League Commissioners**- He/she is responsible for coordinating the activities of the various leagues that all teams will be participating in. They are responsible for attending all league meetings and

coordinating the necessary information to the various coaches. There will be at least one commissioner for boys and one for girls. Other commissioners may be appointed as needed.

- D. **Meetings-** The Club shall hold General Meetings on the Second Tuesday of each month at a pre-determined location. The regular meetings of the Board shall be open to the public who may be heard at the request of that Board in advance of the meeting. Special meetings may be held at the discretion of the President or by petition of a majority of the Board Members. A quorum shall be deemed if 4 members of the board are present. All matters before the Board shall be decided by a majority vote of the board. All coaches must also be approved at a Board meeting by majority vote.

- VI. **Amendments and Changes-** Amendments to the By-Laws must be introduced at a general meeting. The proposed amendment must be approved for review by a two-thirds majority vote at the general meeting. If approved the amendment will be placed in writing by the secretary, the secretary will then notify the voting members of the proposed change one week prior to the next scheduled meeting. The proposed amendment will then be submitted to the membership at the next general meeting. The voting members will then adopt the amendment if approved by two-thirds vote.

VII **Committees:**

- A. **Executive Committee-** The following positions shall form the executive committee. President, Vice President, Treasurer, Secretary, Registrar, and the two At-Large Members. The Past President shall act in an advisory capacity if asked but shall not vote on matters before the committee. The Executive is charged with conducting the management of the club. Interpretation of Club Bylaws, regulations or any other club matter not approved herein shall be referred to the executive committee whose decision shall be binding on all parties.

No Member of the executive committee shall vote on any matter directly affecting him/herself or any team to which he/she is associated.

The Executive committee may review the performance of an executive committee member at any time. If any member is willfully neglecting his/her duties to the committee they may be relieved of their position by 2/3 vote of the executive committee.