

Eisenhower Lacrosse Club By-Laws

Article 1 - Name

The Name of this organization shall be the Eisenhower High School Lacrosse Club, frequently referred to as Eisenhower Lacrosse or Ike Lacrosse.

Article 2 – Purposes and Objectives

1. To promote and support lacrosse at Eisenhower High School.
2. Provide financial assistance through fundraising
3. Conduct outreach activities to raise awareness of the lacrosse program and generate increased participation among players, parents, students, teachers and other parties.
4. Assist in recruiting coaches
5. Assist in player registration and team administration
6. Coordinate team social activities, including those recognizing individual and team accomplishments.
7. Establish and maintain a friendly and cooperative liaison between the community, the lacrosse program and the administration of the Utica Community School District.
8. Encourage an atmosphere that leads to a positive character-building experience for players in the program.
9. Secure and manage equipment and fields in cooperation with the school district.

Article 3 - Membership

1. Membership is open to all current and past parents or guardians of Eisenhower Lacrosse players and former players who have graduated from high school.

Article 4 - Type of Organization

1. This organization shall be non-commercial, non-sectarian and non- partisan. The name of this organization or name of any members in their official capacities with this organization shall not be used in connection with a commercial concern or with any partisan interest, or for any purpose other than the regular work of this organization.
2. Promotion of commercial organizations is permitted for those organizations that sponsor the Eisenhower Lacrosse Club. This may include promotion on the website, announcements during home games, and other such actions as deemed appropriate by the Executive Board.
3. Promotion of non-profit organizations is permitted as deemed appropriate by the Executive Board.
4. This organization shall not seek to direct the administrative activities of any school in the Utica Community School District, or to control school or school district policies.
5. None of the funds raised or collected by this organization shall inure to the benefit of or be distributable to its members, trustees, officers or other individuals, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 2.

Article 5 - Officers

1. The executive officers of the organization shall be the President, Vice President, General Manager, Secretary, Treasurer, Event Director and Member-at-Large. The executive officers collectively form the Executive Board.
2. Officers must be members of the organization. Current salaried coaches may not be officers.
3. The term of office shall be two years to. There is no limit to the number of consecutive terms an officer may serve.
4. Officers are expected to attend 70% of the board meetings and perform the duties outlined below. Officers who do not meet this obligation may be removed with a 2/3 majority vote of those members present at a board meeting.
5. The President shall be the chief executive officer responsible to the Membership for the complete supervision and administration of this organization's activities and properties. The President shall be an ex- officio member of all committees and shall call all meetings of the organization. The President shall prepare the agenda for each meeting (although any member may submit matters for inclusion in the agenda), send out the board meeting notices, preside over all meetings including the information meetings. The President will be the primary Board liaison with the Eisenhower Booster Club by attending meetings regularly and communicating with their board members in person and through written requests. The President will champion securing and coordinating corporate sponsorships.
6. The Vice President shall act as the assistant to the President and shall perform the duties of the President in the event of absence or the inability of the President to serve. The Vice President shall be responsible for coordinating and training volunteers for all lacrosse games, including, but not limited to, team parents, gate keepers, score keepers, time keepers, statisticians, photographers, videographers, field managers, bus chaperones, etc. The Vice President will be responsible for developing and ordering non-game team apparel for players and parents and will work with local organizations to provide a full line of apparel that is available to order or purchase.
7. The General Manager is responsible to work directly with and assist the Head Coach, the Eisenhower Athletic Director, opposing school coaches and Athletic Directors to finalize and address any changes throughout the season to the schedule for game times, dates and field locations for home games, and to schedule bus transportation as necessary. The General Manager shall be the person responsible to update the Arbiter website for referee assignments for all home lacrosse games. The General Manager is responsible for communicating the playoff roster to the Athletic Director in a timely fashion relative to MHSAA direction. The General Manager will manage the team equipment including disbursement, collection, storage, replacement and reconditioning as applicable.
8. The Secretary shall take the minutes of all general membership and Executive Board meetings. The Secretary is also responsible for distributing information to the players, parents and coaches pertaining to lacrosse meetings, events, key date reminders and general information. The Secretary shall also be responsible for registering all players, assuring that all players meet eligibility requirements and filing all required paperwork with the school athletic director. The Secretary is responsible for keeping records that establish and maintain player eligibility. The Secretary also maintains appropriate data files for use with the Club's mass communications tool.

9. The Treasurer shall be the recipient of all fees, donations or a payment collected by the organization, and is responsible for assuring that those funds are deposited in the lacrosse account kept by Eisenhower High School or Eisenhower Lacrosse Checking Account at 5th3rd Bank.. The Treasurer is responsible for requesting checks from Utica Community Schools from funds in the lacrosse account to pay for the obligations of the organization or writing checks from the Eisenhower Lacrosse Club Checking Account at 5th3rd Bank. Monthly reports detailing all income, expenditures and budgetary information will be presented to the Executive Board. A small petty cash fund may be maintained by the Treasurer to facilitate timely purchases or reimbursements. The maximum amount of this fund shall be determined by the Executive Board.
10. The Event Director shall be responsible for administering the social and fundraising activities of this organization, including but not limited to: Picture Day, Senior-Parent Night, Fundraising Events, and the Banquet. The Event Director also may use specific committees (e.g., Banquet Committee) to assist with this duty.
11. The Member-at-Large shall be responsible for social media administration and to provide the Junior High and High School newsletter personnel the appropriate key dates to be posted in schools' papers and newsletters. The Member-at-Large is also responsible to provide media with varsity game highlights and player information to create awareness to the local community. The Member-at-Large will assist all of the other Executive Board members as needed to ensure all duties are successfully executed.

Article 6 - Nominations, Elections, Annual Meeting, Vacancies

1. Nominations for Executive Board positions will be solicited from the membership prior to the Annual Meeting.
2. The election of officers shall occur during the Annual Banquet, or at such time that is practical for the organization. The following positions will have terms that expire in June of odd number years: President, Secretary, and the Member-at-Large. The following positions will have terms that expire in June of even number years: Vice President, General Manager, Treasurer and the Event Director.
3. Interim vacancies that occur may be filled at a monthly meeting through nominations from the floor and a majority vote of those members present.
4. Board Membership cannot include more than one parent or guardian per family.

Article 7 - Voting, Quorum, Amendments

1. Voting may be done by raising of hands, voice, roll call, secret ballot, or via email.
2. There shall be no voting by proxy at any meeting.
3. For membership meetings, the lesser of twelve members or a simple majority of the membership shall constitute a quorum for the transaction of business. The act of the majority of those members present at a meeting at which a quorum is present shall be the act of the membership.
4. For Executive Board meetings, a majority of currently-filled Executive Board positions shall constitute a quorum for the transaction of business. The act of the majority of those members present at a meeting at which a quorum is present shall be the act of the Executive Board.
5. Any spending outside of ordinary operational expenses must be approved by a two-thirds vote

of those members in attendance at an Executive Board meeting. Notice of a meeting at which such a matter is expected to come to a vote must be made at least seven days in advance.

6. These bylaws may be amended by a two-thirds vote of those members in good standing in attendance at an Executive Board meeting. Notice of a meeting at which a bylaws amendment is expected to come to a vote must be made at least seven days in advance.
7. A matter requiring a two-thirds voter approval may not be brought up and voted on at the same meeting. At least a seven day notice is required.

These By-Laws were approved on April 22, 2016.