

**AMENDED AND RESTATED
BYLAWS
FOR THE
LAKE ZURICH MAULERS YOUTH RUGBY CLUB
Effective January 1, 2025
Amended and restated January 5, 2026**

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Bylaws for the Lake Zurich Maulers Youth Rugby Club

ARTICLE I NAME, PURPOSE AND ORGANIZATION

Section 1.1 The name of the Organization shall be Lake Zurich Youth Rugby, which is a non-stock membership corporation under the Laws of the State of Illinois. For purposes of these bylaws, Lake Zurich Youth Rugby may from time to time be referred to as the “Maulers” or the “Organization” or the “Corporation”.

Section 1.2 The Organization may conduct business as Lake Zurich Youth Rugby, Lake Zurich Youth Rugby Club, Lake Zurich Rugby, Lake Zurich Maulers, LZ Maulers, Maulers, or Maulers Rugby.

Section 1.3 The team colors of the Organization shall be Blue, Black, and White.

Section 1.4 The Maulers is an Illinois registered Not-for-Profit Corporation.

Section 1.5 The principal office for the transaction of the business of the Organization shall be located at 440 Old Rand Road, Lake Zurich, IL 60047 unless otherwise designated by the Executive Board.

Section 1.6 The purpose of the Maulers shall be to promote youth rugby in Lake Zurich, IL and surrounding communities. The purpose shall be to promote the development of leadership, character, sportsmanship, tolerance, discipline and athletic ability, and to nurture youth fitness, volunteerism, and a lifelong love of sports.

ARTICLE II GOALS AND GUIDING PRINCIPLES

Section 2.1 The Organization is committed to teaching the fundamentals of rugby, which include safe play, sportsmanship, teamwork, cooperation, fair play, character building and, above all else, fun.

Section 2.2 In order to achieve these goals the parents, staff, and administration must strive to be positive role models who lead by example in their conduct and stay within the boundaries of good sportsmanship and fair play. See appendix for Codes of Conduct.

Section 2.3 With the fulfillment of these goals all youth participants should leave the program with a strong sense of self-confidence, self-respect, sportsmanship, organization, and teamwork for the betterment of the youth and our community.

ARTICLE III MEMBERSHIP

Section 3.1 Membership in the Lake Zurich Maulers shall be comprised of adults over the age of 21 interested in promoting the goals and objectives of the Organization.

Section 3.2 Membership shall also be comprised of parents of children registered in the Organization and/or any individual named as coach, and/or persons voted in to serve on

the Executive Board.

Section 3.3 Membership of parents of children registered in the Organization and/or any individual named as coach shall automatically terminate on the 31st day of December of the year in which registration fees have been paid by Members.

Section 3.4 Membership in the Organization is non-transferable.

Section 3.5 No membership certificates of the Organization shall be required.

Section 3.6 Player membership will consist of any child grades Kindergarten through 12th grade, ages 5-18 within Illinois School District 95 (D95) as defined by the most current district boundary map posted on the district website, and surrounding communities in compliance with Illinois Rugby guidelines. Tackle membership may begin at 3rd grade, age 9, with written guardian approval and thereafter receiving an exception from Illinois Rugby.

ARTICLE IV GOVERNANCE

Section 4.1 The governance of the Organization shall be vested in the Executive Board.

Section 4.2 The Executive Board of the Organization shall consist of (a) four (4) Executive Board Officers consisting of President, Vice President of Rugby and Business Operations, Executive Director of Communications, and Executive Director of Competition, maintaining a minimum of three (3) Executive Board Officers at all times, and, (b) between two (2) and fifteen (15) Directors-at-Large, with a max of no more than twenty (20) total. The number of Directors-at-Large will be determined by the Executive Board Officers at the beginning of every year and will strive to ensure that there is always an odd number of total board members.

Section 4.3 The management and control of the general business of the Board of Directors shall be vested in the Executive Board. The Executive Board shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Board of Directors. These Officers shall be voted into office at the November meeting and installed during the following year January meeting. Executive Board members must have a minimum one year of service on the Board of Directors before they can be considered to be nominated for the Executive Board. They are elected to four-year terms. Board members must be present to vote. Absentee vote will be allowed and must be sent to the President, unless otherwise directed by the Executive Board. Vacancies shall be filled at any regular meeting of the Board of Directors. Each Officer shall hold office until his/her successor has been duly elected, until he/she resigns or has been removed from office. Election of an officer shall not of itself create contractual rights.

Section 4.4 Regular Monthly Meetings of the Board of Directors shall be held at the central office of the Maulers or in any other reasonable public meeting facility. Notice may take place via the Organization's official website at www.lzrugby.com, via e-mail, text, or

any other reasonable and accessible mode of communication. Regular monthly board meetings will be held on the fourth week of the month, unless otherwise scheduled by the President.

Section 4.5 A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board, provided that if less than a majority of Directors are present at said meeting, a simple majority (51%) of the Directors present may adjourn the meeting to another time without further notice.

Section 4.6 As an elected Board Member, Directors make a commitment to fulfill the needs of the Organization as a whole. To accomplish this, they must show leadership and make a positive experience for the children and their families. Directors shall solve problems and not create them. Board Members are committed to working as a team and showing respect for each other and all participants and parents in the Organization.

Section 4.7 The Board of Directors shall have all authority and responsibilities necessary and appropriate for providing overall direction and financial and legal oversight of the administration of the Organization. They may not do anything prohibited by law, by the Articles of Incorporation, by the bylaws, or by resolution of the voting Directors. The Board of Directors may delegate any of its authority which is not prohibited to be so delegated.

Section 4.8 Any officer or member of the Board of Directors elected or appointed by the Board of Directors may be removed by the Board when in their judgment it serves the best interest of the Organization. If a member is absent for three (3) meetings in a calendar year, that member will lose their voting rights and a full board vote will decide member removal. The removal of a Board member requires a 51 % vote of the membership.

Section 4.9 Board members shall be nominated by existing Board members, elected by Board members through a blind ballot and approved by the Board of Directors. Board members will be allowed an absentee vote by communication to any Executive Board member via e-mail or text or any other written form of communication. The absentee vote must be received by the Executive Board member before the actual vote is conducted.

Section 4.10 Family members (ie. spouses, siblings, in-laws, etc.) related by blood or marriage may serve on the Maulers Board simultaneously. Related family members will not be involved in any aspect of adding related or renewing board members (nomination, interview, voting, or discussion).

Section 4.11 A duly constituted quorum of the Board of Directors shall be 51% of all elected members of the Board. If a quorum is not present, business can be transacted, however, items which require a vote must be tabled until the next regular meeting or until a quorum is present.

Section 4.12 Directors shall not receive any stated salaries for their service. No Director, or any organization, employer, etc. that the Director is affiliated with, shall enter into any

contract with the Maulers for monetary benefit or profit without a unanimous vote of the Board of Directors. All such persons shall avoid situations where a conflict of interest might arise or exist.

Section 4.13 The Board of Directors may appoint a Club Welfare Officer responsible for safeguarding, player welfare, and child protection matters. The Club Welfare Officer may serve as a member of the Board of Directors.

Where the Club Welfare Officer is a Board member, they shall remain independent in all welfare and safeguarding matters and shall recuse themselves from any Board discussion or vote involving individual welfare cases or any matter where a conflict of interest may exist.

The Club Welfare Officer shall handle welfare matters confidentially and report to the Board only on policy, compliance, or risk matters, not individual case details.

The Club Welfare Officer shall serve as the Chair of the Safety Committee and shall oversee the development, implementation, and review of safety, welfare, and safeguarding policies and procedures of the Organization.

Article V Duties of Officers and Directors

Section 5.1 The President shall be the First Executive Officer of the Lake Zurich Maulers. He/she shall preside at all meetings of the Board. He/she shall be in charge of the business affairs of the Corporation. He/she shall enforce the resolutions and directives set forth by the Board of Directors. He/she shall preside at all meetings of the members and of the Board of Directors, except in those instances in which the authority to execute is expressly delegated to another officer.

- Additional duties that will be addressed by The President will include but not limited to:
 - Reporting game scores to the league,
 - Referee reporting,
 - Village of Lake Zurich contract,
 - Scholarship award planning,
 - Lake Zurich High School meetings,
 - District 95 meetings,
 - Assist in Conditioning/Try Rugby organization,
 - Clinics organization,
 - Organizing/approving members of the coaching committee,
 - League representative,
 - Assist in the maintenance of Maulers website and social media marketing campaign.

Section 5.2 The Vice President of Rugby and Business Operations shall be the principal accounting and financial officer of the Organization. He/she shall have charge of and be responsible for the maintenance of adequate books and accounts for the Maulers. He/she shall have charge and custody of all funds and be responsible for the financial statements of receipts and disbursements. Upon request, He/she shall submit to the Board of Directors a snapshot of the balance summary. He/she shall also provide bank records to the President and/or the Vice President of Rugby Operations upon request. He/she shall submit to the Board of Directors a year-end statement at the November meeting and perform other such duties assigned to him/her by the President and/or Board of Directors. He/she shall also assist in the discharge of his/her duties as the President may direct and shall perform other such duties from time to time as assigned to him/her by the President or the Board of Directors. The Vice President of Rugby and Business Operations represents all rugby and related issues regarding the Maulers. In the absence of the President, the Vice President of Rugby and Business Operations shall have all responsibilities and powers of and be subject to all the restrictions of the President. The Vice President of Rugby and Business Operations assumes the responsibilities of the President if the President should not be able to perform the duties of the office.

- Additional duties that will be addressed by the Vice President of Business Operations/Treasurer will include but not limited to:
 - Finance committees;
 - Concessions,
 - Spirit Wear.
 - Invoicing, bill payment, reimbursement, and budget,
 - Payments to referees,
 - Insurance maintenance,
 - Maintain relationship with NW Rugby Trust,
 - Tax preparation and filing
 - Overseeing the coaching committee;
 - Background checks,
 - Coaching certification and badges.
 - League representative,
 - Track team roster information,

Section 5.3 The Executive Director of Communications shall record all minutes of the regular meetings of the Board of Directors. He/she shall see that all notices are given in accordance with the provisions in these bylaws or as required by law. He/she will be responsible for requesting and managing the current season player and coaching registration. He/she shall be the custodian of all Google Drive documentation. He/she

shall keep an updated roster of all Board members. He/she will keep the members updated with timely info and notices via the website and email. He/she shall perform all duties incident to the office of Director and other such duties that from time to time may be assigned to him/her by the President or the Board of Directors.

- Additional duties that will be addressed by the Director of Communication will include but not limited to:
 - Registration tracking for the Rookie Rugby, U13, U15 and HS, registration for Coaches, registration for special events and clinics,
 - Monitor conditioning hours,
 - Track handout information,
 - Take notes during monthly Board meetings,
 - Assist in the maintenance of the Maulers website and social media campaign in conjunction with the President.

Section 5.4 The Executive Director of Competition will be responsible for all issues relating to the rugby league that the Maulers are a member of. The following is a sample list of the issues that fall under this area: ethics, rule changes, league liaison, birth certificate control, player and coaches' rosters, evaluation, and recommendation of affiliated league.

- Additional duties that will be addressed by the Director of Competition will include but not limited to:
 - League representative,
 - Including the maintenance and compliance with league rules and recommendations
 - Track residency information,
 - Birth Certificate control and validation,
 - Assist in Try Rugby and offseason camp organization,
 - Assist with tracking tackle team roster information.

Article VI Standing Committees

Section 6.1 Every year, prior to the January Board meeting, the Executive Board will meet to review the effectiveness of all committees that were used in the prior year. The Executive Board will determine the committees that will be used in the current year and set their general goals and direction. The Executive Board will present the committees at the January Board meeting.

Section 6.2 Standing Committees are the Board of Directors, parents or others interested in volunteering on the committee. Committees will vote from time to time on issues at committee meetings and bring their recommendations to the Board of Directors. All committees will be chaired by a member of the Board of Directors. Only Board members

have Board voting rights on these committees, however, all persons on the committee have input on issues.

Section 6.3 Chairpersons of each committee are to be approved by the Board of Directors, will serve a term of one year and will provide monthly updates to the Board.

Section 6.4 Following are the committees and teams that will be used on an annual basis including description on who will be responsible for leading each committee. Each of the Executive Board members except for the President will lead its respective committee as described below. The remaining committee leads will be filled via normal Board nominations and elections. If additional committees or changes to the committees are needed in the future then it should be brought to a vote to change these bylaws.

1. Committees/Teams (Leads)

- a. Rugby Committees under the direction of the President and VP of Rugby and Business Operations;
 - i. Touch Committee
 - ii. Tackle Committee
 - iii. Coaching Committee
 - iv. Game Day Operations Committee
- b. Competition Committees under the direction of the VP of Rugby and Business Operations and the Director of Competition;
 - i. Safety Committee
 - ii. Fields Committee
- c. Communication Committees under the direction of the President and the Director of Communications;
 - i. Volunteer Committee
 - ii. PR and Social Media Committee
- d. Finance Committees under the direction of the VP of Rugby and Business Operations;
 - i. Sponsorship Committee
 - ii. Concessions Committee
 - iii. Spirit Wear Committee
- e. Recognition Committees under the direction of the President and the VP of Rugby and Business Operations;
 - i. Celebration/Recognition Committee
 - ii. Community Committee

Section 6.5 Explanation of Committees

Each committee will have an Executive Board lead that may or may not serve on the committee at their own discretion. Each committee will have at least one Board member serving on the committee. Responsibilities can be delegated out to individual Board members if the Executive Board member deems it necessary and forgo their

committees. This decision must be discussed with the general Board. Committees may have as little as one member and up to as many the Executive Board member deems necessary.

- a. Rugby Committees under the direction of the President and VP of Rugby and Business Operations;
 - i. Touch Committee
 - ii. Tackle Committee
 - iii. Coaching Committee
- 1. Rugby Committees under the direction of the President and VP of Rugby and Business Operations
 - a. Touch Committee
 - i. Recruit and register Maulers players and coaches.
 - ii. Solicit Volunteers from the Board to assist in Game Day operations during Maulers games/events.
 - iii. Train touch coaches.
 - iv. Handout uniforms/apparel, order awards for the end of season celebration.
 - v. Provide the communications teams with pertinent updates pertaining to the Maulers touch rugby program.
 - vi. Other responsibilities regarding the touch general game day and practice season.
 - b. Tackle Committee
 - i. Recruit and register Maulers players and coaches.
 - ii. Solicit Volunteers from the Board to assist in Game Day operations during Maulers games/events.
 - iii. Train touch coaches.
 - iv. Handout uniforms/apparel, order awards for the end of season celebration.
 - v. Provide the communications teams with pertinent updates pertaining to the Maulers tackle rugby programs.
 - vi. Other responsibilities regarding the tackle general game day and practice season.
 - c. Tackle Coaching Committee
 - i. Interview and assign coaches for the tackle rugby season.
 - ii. Ensure coaches have completed background checks adhering to Illinois Rugby guidelines.

- iii. Ensure all coaches have completed necessary certifications in compliance with Illinois Rugby guidelines.
- iv. Assist in the filing of any reports necessary with Illinois Rugby.
- v. Conduct a meeting with the coaches before the season begins to discuss policies and procedures as well as conduct for the season to share with players and families.
- vi. Other responsibilities regarding the tackle season.

2. Competition Committees under the direction of the VP of Rugby and Business Operations and the Director of Competition.

a. Safety Committee

- i. Create EAP plans for each practice field and ensure they are visible for all teams.
- ii. Ensure a complete first-aid kit is available at each practice field.
- iii. Submit reports to Illinois Rugby for injuries that occur on the practice or playing field (as required by Illinois Rugby guidelines).
- iv. Schedule Athletic Trainers for each home game.
- v. Provide the communications team with Safety information updates for the Maulers website when necessary.
- vi. Other responsibilities regarding the safety of players during the practice and game season.

b. Fields Committee

- i. Order and inventory paint and ensure that the practice and game day fields have proper markings for safe and proper play.
- ii. Arrange for portapotty delivery and maintenance, as required.
- iii. Maintain/cleanup storage unit(s) or trailer(s) as necessary.
- iv. Other responsibilities regarding the fields before, during, and after the touch and tackle season.

c. Game Day Operations Committee

- i. Maintain the general flow of game day for home games.
- ii. Ensure Field Marshals and equipment are at the field and inspected/ready for use.
- iii. Set up utilize video equipment at games (as needed).
- iv. Set up sponsor signs, music/speakers for each home game.

- v. Ensure that all game day equipment is ready for the first home team of the day to set up including but not limited to flags, touch flags, goal post pads, garbage bags, and striping equipment.
- vi. Ensure that there is proper communication and checklists for the game day volunteers.
- vii. Other responsibilities regarding the game day operations during the rugby season.

3. Communication Committees under the direction of the President and the Director of Communications

a. Volunteer Committee/Coordinator

- i. Recruit, train, and coordinate Team Manager volunteers for touch and tackle teams.
- ii. Host meetings and any necessary training for Team Managers before, during, and after the season.
- iii. Ensure volunteers are in place for each home game to assist in game day operations.
- iv. Work with the Celebration Committee to invite volunteers and coaches to the end of the year celebration.
- v. Track any necessary volunteer hours or maintenance.
- vi. Other responsibilities regarding volunteer communications throughout the rugby season.

b. Public Relations and Social Media

- i. Work with Team Managers to collect photos from practices/games to use for promotional social media posts.
- ii. Assist in the communication of Maulers information including but not limited to registration, clinics, celebrations, games, competitions, results, and special events.
- iii. Be aware of the success of current and former Maulers athletes to promote the program.
- iv. Assist in the maintenance of the Maulers website.
- v. Other responsibilities regarding general Public Relations and social media throughout the year.
- vi. Set up the picture day schedule for all teams.

4. Finance Committees under the direction of the VP of Business Operations

a. Sponsorship Committee

- i. Recruit and communicate with current and prospective sponsors.
- ii. Create and communicate the level of sponsorship for the community.

- iii. Maintain a current list of sponsors and sponsor level.
 - iv. Manage the signs to be displayed on game day.
 - v. Track sponsor payments and contracts yearly.
 - vi. Ensure communications team has up-to-date information of sponsors for the website.
 - vii. Work with the Social Media lead for correct links to sponsors business/pages when posting on social media.
 - viii. Other responsibilities regarding the maintenance and recruitment of Maulers sponsors throughout the year.
- b. Game Day and Socials Committee
 - i. Coordinate inventory including propane, staffing, and schedules of socials for all home games.
 - ii. Work with Volunteer lead to assist in schedules of concessions.
 - iii. Create and maintain a procedure for set up and tear down of socials.
 - iv. Work with the Game Day committee under the Director of Competition to ensure that Game Day needs are met.
- c. Spirit Wear Committee
 - i. Manage online spirit wear store throughout the year.
 - ii. Order any additional items for giveaways or clinics/gifts throughout the year.
 - iii. Order shirts for Board members and Coaches prior to the beginning of the season.
 - iv. Create and maintain any necessary mini-shops for spirit wear/accessories throughout the year.
 - v. Other responsibilities regarding spirit wear before, during, and after the rugby season.

5. Recognition Committees under the direction of the President

- a. Celebration Committee
 - i. Coordinate and plan Battle of the Beasts or any other Special Events.
 - ii. Work with the Director of Communications and Social Media Lead to ensure timely communication of special events.
 - iii. Coordinate and plan the end of the season celebration.
 - iv. Be aware of community events and work with the Board regarding Maulers participation.
 - 1. Events including but not limited to Alpine Fest, Unplugged Fest, Parades, PTO Fundraisers, etc.

- v. Update the Maulers website with necessary Celebration information.
 - vi. Other responsibilities regarding formal celebrations before, during, and after the rugby season.
- b. Recognition Committee
 - i. Work with Celebration Lead and Social Media Lead to communicate and celebrate any necessary recognition.
 - ii. Senior Celebration
 - 1. Organize and communicate the celebration of the Senior athletes.
 - 2. Work with coaches to ensure all are included.
 - 3. Coordinate with Public Relations and Social Media, Picture Day, and Spirit Wear Committees for necessary communication, services, and goods.
 - 4. Other responsibilities regarding the Senior Celebration during the rugby season.
 - iii. Other responsibilities regarding recognition of past and current Maulers athletes before, during, and after the rugby season.
- c. Community Outreach Committee
 - i. Work with various PTO organizations within the community including public and private schools, for any donation needs.
 - ii. Work with various community organizations and businesses for opportunities to promote the Maulers Organization.
 - iii. Work with the Celebration Committee to ensure that community needs are being met and attended.
 - iv. Other responsibilities regarding community engagement throughout the year.

Article VII Coaching Staff

Section 7.1 The Maulers shall establish and maintain a coaching staff for each division of its athletic activities.

Section 7.2 All head coaches are nominated by the coaching committee and furthermore, approved by the Board of Directors.

Section 7.3 Any coach may be removed by the Board of Directors when in their judgment it serves the best interest of the Organization. The removal of a coach requires a 51% vote of the Board of Directors.

Section 7.4 Selection of Maulers head coaches:

(a) Individuals who wish to become a head coach of Maulers team must first complete

World Rugby Level 1 Coaching Course. The Committee will interview all head coaching candidates as seen fit and will be selected based on positive attitude, communication skills, leadership qualities, technical knowledge, and support of Maulers objectives.

(b) No walk-on personnel shall be permitted on the practice or game field without proper registration, a background check, and game credentials.

(c) There will be no rule precluding a coach from switching to a new or different level in any given season, nor will any coach be deemed as having tenure in any position, regardless of right of first refusal.

(d) Assignment of head coaches shall be made at the sole discretion of the Coaching Committee and confirmed by the Executive Board of Directors based on the recommendations made by the Committee. The Committee must consider a prospective coach's overall support of the organization, leadership of his team and staff, interaction with his player's parents, his technical competence, and dedication to the program and its goals.

(e) All coaches and board members must submit to a background check as established by the Maulers prior to the first day of practice. Any coaches background check that is flagged by the third party company used by the Maulers will require a vote by the current Executive Board and a unanimous vote by said Executive Board to be allowed to coach in the program.

(f) All Head coaches must have a daily or weekly practice plan schedule and must be prepared to present a copy of that plan to a coaching committee member upon request.

(g) Coaches who receive parental complaints, verbal or otherwise, must report said complaints to the Coaching Committee within 24 hours of the receipt of said complaint. This report must be sent via e-mail and followed up with a telephone call to the coach.

(h) All coaches shall be required to sign a Maulers Coaches Code of Conduct and adhere to all directives and responsibilities as outlined and indicated in the Maulers Youth Rugby Official Coaches' Handbook (Appendix B).

Article VIII Code of Conduct

Section 8.1 All Lake Zurich Maulers Board Members are held to a Code of Conduct and Confidentiality. Due to the sensitive nature of our organization, i.e. we are responsible for the guidance and instruction of children, it will be a violation of this code if a Board Member disseminate any written, spoken, video, or audio information gathered, discussed or transmitted within the Lake Zurich Maulers Board, or its committees without the express written consent of an Executive Board Officer. Any and all surveys, polls, votes, or discussions created for the betterment of our children, families, and coaches that may be deemed sensitive in nature is not to be shared with anyone that is not a Board

Member or used in any way for personal gain. Any violation of this Code of Conduct and Confidentiality will require the individual to appear before the entire Lake Zurich Maulers Board of Directors to explain their actions with the resolution to be determined by the Board of Directors.

Section 8.2 All players must have a parent or guardian sign the Maulers Official Code of Conduct (Appendix A) prior to the end of the conditioning week of practice. Failure to do so may result in suspension or removal from the team.

Section 8.3 All parents, coaches, Maulers volunteers, and Board of Directors must sign and return the Code of Conduct.

Section 8.4 Allegations or evident violations of the Code of Conduct shall be reported to the Executive Board for review.

Article IX Policies and Procedures

Section 9.1 No Maulers Board of Directors member or Executive Officer shall affect policy or procedural changes, rule alterations, offer edicts or mandates, or otherwise deviate from the general context of the management of the Organization without it first being discussed at a regular Board meeting unless said policy or procedure change is deemed an emergency.

Section 9.2 Only pre-approved volunteers may be on the game fields at any time, for any reason; permitted, preapproved ancillary personnel shall include but not be limited to: EMTs, law enforcement officials, essential game day volunteers (excluding weigh-in representatives), League representatives, Maulers President, credentialed members of the media, yardage and down marker volunteers, gate and concessions volunteers, official team manager, cheerleaders, and coaches.

Section 9.3 No parents or unaffiliated personnel or persons may enter the playing field or practice field, cheer mats/performance surface regardless of prior involvement with the program, at any time, for any reason other than to attend to an injured player said parent or guardian is directly related to.

Section 9.4 Any person who wishes to serve the Organization in any capacity who has not submitted a background check for the current season shall not be permitted on the playing or practice field with the sole exception being a parent attending to an injured child. Board Members shall be responsible for ensuring that no personnel enters the playing or practice fields or facilities who has not yet filled out and passed review of the background information sheet and Code of Conduct. Any volunteer who fails to fill out, turn in, and pass a review of his/her background check may be subject to immediate removal from the facilities or fields.

Section 9.5 All affiliates, members, coaches, officers, or volunteers of the Organization must be of good character and high moral standing. Any violations of the Code of Conduct or Bylaws may result in immediate dismissal by the Board of Directors or its designees.

Section 9.6 Maulers Rugby is a private, non-profit charitable organization and reserves the right to reject or admit any application of any volunteer or player for any reason and may dismiss either, with cause, at its own discretion; however, the Maulers will never discriminate against any volunteer, officer, coach, player or affiliate based on gender, age, creed, race, or sexual orientation.

Article X Finances

Section 10.1 Business Checking Account has been established at US Bank in Palatine, IL and is the only designated depository of the organization. The President and Vice President of Rugby and Business Operations shall serve as sole signatories of the Checking Account.

Section 10.2 The Board of Directors will always try and maintain an operating balance between \$500 and \$1,000 in our bank account. At the end of the calendar year, all funds in excess of these ranges will be (a) used to fund field and equipment expense reserve accounts, or (b) used to reduce the following year registration fees, or, (c) donated to a charitable organization, or (d) used in some other useful manner. The Board will motion and conduct a vote as to what to do with the excess funds.

Section 10.3 All contracts are to be entered into and signed by the President or Vice President of Business Operations.

Section 10.4 All checks, drafts, or other orders for the payment of money, notes, or other evidences or indebtedness issued in the name of the Maulers shall be signed by the President or Vice President of Business Operations. Any unbudgeted expenditures in excess of \$500.00 require prior approval of the Board of Directors.

Section 10.5 Any unbudgeted or proposed capital expenditure over \$3,000.00 shall require a minimum of three (3) bids presented to the Board of Directors (e-mail is acceptable) prior to expense approval.

Section 10.6 The Board of Directors may accept, on behalf of the Maulers, any contribution, gift, bequest or devise for the general or special purposes of the Maulers.

Section 10.7 The individual teams within the Maulers organization will not initiate or require fundraising for any reason. If as a program would like to fundraise as a program, it will be discussed as a Board and decided if it is necessary. Fundraising will only be permitted to offset necessary costs for the program such as uniforms or entry fees.

Article XI Fiscal Year

The fiscal year of the Corporation shall commence on the first day of January and expire on the thirty-first day of December of each year.

Article XII Waiver of Notice

Whenever any notice is required to be given pursuant to the provisions of the General Not-for-Profit Act of Illinois or pursuant to the provisions of this Constitution or the Articles

of Incorporation of this Corporation, a Waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time started therein, shall be deemed equivalent of giving such notice.

Article XIII Amendments to the Bylaws

The power to adopt, alter, amend, or repeal the Bylaws is vested in the Board of Directors. Bylaws may be amended at any meeting that meets the Quorum standard. All Board of Directors members must be given a minimum of 24 hours notice to attend a Special Meeting. Said Special Meetings convened specifically to amend the Bylaws must be designated clearly as such in all pre-meeting notifications to board members. The Executive Board shall appoint a standing Bylaws committee that will review all Bylaws amendment proposals. Amendment proposals must be reviewed by the Bylaws committee prior to consideration at an annual or special meeting and two readings at a regular board meeting must precede a vote to effect alteration or amendment. Bylaws readings may take place at regular board meetings.

Article XIV League Membership and Affiliation

Section 14.1 The Maulers are not required to be a member in, affiliated with or participate in any one specific playing league or organization.

Section 14.2 At the end of every season, the Executive Board shall review and critique the season and the league. The Competition committee will recommend to the Board of Directors to continue the Maulers association with that league or conduct a review of other leagues to consider for the following season.

Section 14.3 At the conclusion of each season and/or at the November board meeting, the Board of Directors will evaluate participation in our current league and if any changes should occur. All decisions require a two-thirds (2/3) majority vote of the Board of Directors, which will take place at the January board meeting.

Article XV Indemnification

Section 15.1 The Corporation shall have the power to indemnify any person who was or is a party or is threatened to make a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative (other than action by or in the right of the Corporation) by reason of the fact that he/she is or was a Director, Officer, Volunteer, or Coach of the Corporation, against expenses (including attorney fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Corporation. With respect to any criminal action or proceeding, he/she had no reasonable cause to believe his/her conduct was unlawful. The termination of any action, suit, or proceeding by judgment or settlement, conviction

or upon a plea of nolo contendere or its equivalent, shall not of itself, create a presumption that the person did not act in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Corporation. With respect to any criminal action or proceeding, had reasonable cause to believe that his/her conduct was unlawful.

Section 15.2 The Corporation shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of the fact that he/she is or was a Director, Officer, Volunteer, or Coaching staff of the Corporation (including attorney fees) actually and reasonably incurred by him/her in connection with the defense or settlement of such action or suit if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Corporation. No indemnification shall be made in respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the performance of his/her duty to the Corporation unless and only to the extent that the court in which such action or suit was brought shall determine upon application that despite the adjudication of liability, but in view of all the circumstance of the case, such person is fairly and reasonably entitled to indemnify for such expenses which the court deem proper.

Section 15.3 To the extent that a Director, Officer, Volunteer, or Coaching staff of the Corporation has been successful on the merits or otherwise in defense of such action, suit, or proceeding referred to in Section 1 and Section 2, or in the defense of any claim, issue, or matter therein, he/she shall be indemnified against expenses (including attorney fees) actually and reasonably incurred by him/her in connection therewith.

Section 15.4 Any indemnification in Section 13.1 and Section 13.2 (unless ordered by the court) shall be made by the Corporation only as an authorized in the specific case upon a determination that indemnification of the Director, Officer, Volunteer, or Coaching staff is proper in the circumstances because he/she met the applicable standard of conduct set forth in Section 13.1 and Section 13.2. Such determination shall be made (a) by the Board of Directors by a majority vote of a quorum consisting of Directors who were not parties to such action, suit, or proceeding, or (b) if such quorum is not obtainable, or if obtainable, a quorum of disinterested Directors so directs, by independent legal counsel in writing opinion, or (c) by the members of this Corporation.

Section 15.5 The indemnification provided by this Article shall not be deemed exclusive of any other rights to which those indemnified may be entitled under any contract, agreement, vote of members or disinterested Directors, or otherwise, both as to action in his/her official capacity while holding office, and shall continue as to a person who has ceased to be a Director, Officer, Volunteer, or Coaching staff, and shall incur to the benefit of the heir, executors, administrators, and legal representatives of such person.

Section 15.6 The Corporation shall have the power to purchase and maintain insurance

on behalf of any person who is or was a Director, Officer, Volunteer, or Coaching staff of the Corporation, against any liability asserted against him/her or incurred by him/her in any such power to indemnify him/her against liability under the provisions of this Article.

Article XVI Miscellaneous

Robert's Rules of Order, as revised, shall govern the Lake Zurich Maulers.

Article XVIII Dissolution of Funds

In the event that the Lake Zurich Maulers shall dissolve, all existing funds, less outstanding expenses and debts, shall be distributed at the discretion of the Maulers board.

ADOPTION AND RATIFICATION The foregoing Bylaws of the Lake Zurich Maulers, Articles 1 through 15 are hereby adopted and ratified as amended and are made part of the permanent organization's records of the Lake Zurich Maulers.

Appendix A:

Parents Code of Conduct

- I hereby pledge to provide positive support, care, and encouragement for my child participating in Lake Zurich Maulers.
- I will refrain from yelling instructions or coaching from the sidelines in any practice or game. I will place the emotional and physical well-being of my child ahead of any personal desire to win.
- I will positively encourage my child to practice good sportsmanship and respect all opponents as well as listen to all coaches and officials.
- I will treat all players on all teams, coaches, and officials with dignity and respect at all times. I will refrain from making negative comments before, after, or during any practice or game. I will do my best to create a positive environment and an enjoyable experience for everyone involved with practices and games.
- I will communicate any concerns or issues directly with the head coach, coordinator, or level liaison to ensure an open and honest environment.
- I will ensure that my child is properly equipped, nourished, and hydrated for all practices and games. I will provide them transportation to all team events and ensure they are on time and ready to participate.
- I will help my child enjoy their experience by being a respectful fan and assisting his/her team when appropriate.

Terms & Conditions

1. Registration payments must be made through the USA Rugby's designated digital platform (currently Rugby Xplorer). All other contributions/donations can be made in person to any Lake Zurich Maulers Board Member or committee member via personal check if desired, or through the Maulers' Zelle account. Optionally, payment can be mailed postmarked by the due dates above to Lake Zurich Maulers, 440 Old Rand Road, Lake Zurich, IL 60047.
2. The parent/guardian assumes responsibility for all equipment distributed to the minor and that this equipment will be returned to the Maulers in original clean and undamaged condition and that the parent/guardian will reimburse the Maulers for all damaged, lost, or dirty equipment.
3. Parent/guardian understands that the playing time of the Participant will be at the discretion of the Maulers and the head coach of the team of which the Participant is on.
4. REFUNDS ARE IN CONJUNCTION WITH RUGBY ILLINOIS AND USA RUGBY GUIDELINES AND ARE AS FOLLOWS:
 - You **ARE** eligible for a refund if: The request is within 7 days of the transaction and you have NOT played in any match (scrimmage, friendly, competitive, tournament etc.)

- You are **NOT** eligible for a refund if: You have played in any match, tournament, or organized play or the transaction date is more than 7 days ago
- By refunding/cancelling your membership, you understand that: You are NOT eligible to utilize USA Rugby's Accident Insurance Policy, you are NOT eligible to practice, compete or participate in USA Rugby activities and you are being refunded **only** the USA Rugby membership fees, NOT any regional fees, nor processing fees. Regional fees will need to be refunded from the region/union/SRO directly.

Waiver and Photo Release: I understand that my minor child/ward has been registered for participation in the Lake Zurich Maulers program ("program"), I am waiving and releasing all claims for injuries my child/ward might sustain arising out of participation in the program. I recognize and acknowledge that there are certain risks of physical injuries to participants in the program and I shall agree to assume the full risk of any such injuries, damages, or loss regardless of severity which I or my child/ward may sustain as a result of participating in this program. I hereby fully release and discharge the program and its Officers, Agents, coaches, and Volunteers from any and all claims resulting from injuries, damages, and losses sustained by me or my child/ward, and arising out, connected with, or in any way associated with the activities of the program.

I consent that my minor child/ward's image, likeness, and voice as shown in video, photographs, film, or electronic images may be used by the program, its assignees, and successors in whatever way they see fit in any media sponsored by the Lake Zurich Maulers including but not limited to television, motion picture, website, e-mail, official publications, and social media such as Facebook, Instagram. I consent that such images, recordings, and materials produced with such images and recordings are the sole property of the program and they shall have the right to sell, duplicate, reproduce, and make other uses of such images and recording free and clear of any claim whatsoever on my part.

Appendix B:

Coaches Code of Conduct

1. I will remember that the game is for youth, not adults.
2. I will place the emotional and physical well-being of all players ahead of personal desire to win.
3. I will not allow my interest or personal goals to undermine the fundamental principles of the Lake Zurich Maulers.
4. I will practice good sportsmanship and maintain a proper perspective for youth sports.
5. I will provide positive support to all players, fellow coaches, parents, and officials in order to provide a positive sports environment.
6. I will strive to educate myself as to the applicable rules/policies of the Lake Zurich Maulers and abide by them.
7. I will accept my responsibility as a role model and will strive to project an admirable image towards players and their parents.
8. I will do everything in my power to maximize a safe and positive experience in youth rugby .
9. I will not use any tobacco, vaping products, or alcohol on the game or practice field and will not be under the influence of alcohol or drugs.
10. I will not condone the use of any weight reduction or performance-enhancing drug or substance of any kind to any player.
11. I will not criticize, demean, or use profane language in an inappropriate fashion towards any players, coaches, referees, or parents.

Signing this Document will act as an agreement to the terms above. Violation of any of the above will result in immediate review by the Coaches Committee and the Lake Zurich Maulers Board. Possible suspension and/or expulsion may be the outcome

Coach's Signature

Date

Coach's Name (Please Print)

Current Year Playing Level

Appendix C:

Player Code of Conduct

The Lake Zurich Mauler program has continually advanced year-over-year. We are all very proud of the program and the work that has been done to continue this growth. To continually advance the program, and provide our athletes with an opportunity to perform at their highest levels, we ask that all participants including Coaches, athletes, and parents follow our core expectations.

Behavior

- I will play safe.
- I will report any and all injuries to my coach honestly as soon as they occur.
- It is my responsibility to inspect and confirm that all of my equipment and gear fits properly and is in good working condition. If I have a question I will ask my coach before walking onto the field.
- I will be a role model by setting a positive example whether in or out of my uniform. I understand that when I wear a Maulers jersey, I represent my team and the organization as a whole.
- I will not use profanity, and will demonstrate respect to all those around me.
- I will maintain control over my emotions, even in the most challenging situations.
- I will demonstrate safe behaviors towards my teammates, coaches, competitors, referees, and all personnel—on and off the field, during games or practices.
- I understand that any situation that involves a player putting themselves or another player in a potentially dangerous situation may result in disciplinary actions, including but not limited to suspension.
- I will respect all of my coaches and their decisions, whether I agree or not. I understand that my coaches are there for me and have my best interest at heart.
- Unsportsmanlike behavior, bullying, taunting, “showboating”, unkindness, disrespect, and “attitude”, or disrespect to my teammates, Coach, opponents, and/or official is inappropriate and will not be tolerated.
- I will treat everyone with respect and dignity. I will refrain from making negative comments before, after, or during any practice or game. I will do my best to create a positive environment and an enjoyable experience for everyone involved with practices and games.
- Any aggression or violence shown towards another player, teammate, opponent, referee, parent, fan or other personnel will not be tolerated and may result in disciplinary actions.
- I will put the team ahead of myself.
- I will never criticize or blame my teammates.
- I understand that it is the team as a whole that succeeds or fails together.

Attendance

- I understand the time commitment necessary to be part of Lake Zurich Maulers Rugby.
- I understand that I am an important part of a team and that my teammates rely on me to do my best.
- I agree to be on time, every time.
- I understand that being on time means being 100% dressed, hydrated and ready to give my all.
- I understand that practice is not optional, my attendance is required if I want to play in a game.
- I agree to attend all scheduled practices prepared with all required gear, equipment and water. I will have a parent or guardian notify the Coaches of all expected absences at least 1 day prior to my absence or sooner if I am aware.
- If I am sick and cannot make practice, I will have a parent or guardian notify Coaches by 3:00pm that day.
- I will keep my Coach informed of any injuries I have that could prevent me from participating in a practice or game.
- I know an injury that prevents me from practicing does not excuse me from attending practice. I can still learn from being there and I may be able to contribute in our success in other ways
- I understand that missing practice or a game may affect playing time and/or position.

Practice

- I will be prepared for practice.
- I will remain safe and keep my teammates safe during practice, including but not limited to appropriate drill safety, warm ups, and scrimmages.
- I will be on time to practice and ready to participate at the scheduled time.
- I will bring water to practice.
- I will not use my cell phone during practice.
- I will not allow anyone (friends and family included) to distract me during practice, and in return I will not distract anyone else.
- I know Lake Zurich Maulers Rugby is a serious commitment. I will participate fully and put in 100% of my effort and attention.

Games

- I will respect my teammates, coaches, officials, opponents, parents and fans.
- I will be on time and understand that if I am not, I could forfeit my ability to play.
- I will not speak to an official, I will ask my coach if I have a question.

Rugby Player Commitment

I have read, understand and agree to all of the points listed in the Lake Zurich Maulers Code of Conduct. I understand that if I break any of these codes I could lose my right to participate in Lake Zurich Maulers and will not be entitled to any refunds.

Player Signature _____

Print Name _____

Team _____

Date _____

Parent Commitment

I have read, understand and agree to all of the points listed in the Lake Zurich Maulers Code of Conduct. I have made sure that my athlete understands the information presented in the above Code of Conduct. I understand that if I break any of these my athlete could lose their right to participate in Lake Zurich Maulers and will not be entitled to any refunds.

Parent Signature _____

Print Name _____

Team _____

Date _____