

BYLAWS

of the DC Jr. Cougars, Inc.

ARTICLE I – Name and Purpose

Section 1.01 – Name

This Corporation shall be known as **DC Jr. Cougars, Inc.** (hereafter referred to as "DCJC").

Section 1.02 – Purpose

DCJC is organized exclusively for charitable and educational purposes under Section 501(c)(3) of the Internal Revenue Code.

The purposes of this Corporation are:

- (a) To instill in the youth of our community the ideals of good sportsmanship, honesty, integrity, character, loyalty, self-discipline, and respect for self, peers, and authority;
- (b) To provide organized, safe, and supervised programs of tackle football and cheerleading in which winning is secondary to learning and development;
- (c) To prepare participants for advancement into Del Campo High School athletics; and
- (d) To operate as a nonprofit entity in which no part of net earnings shall inure to the benefit of any individual.

Section 1.03 – Activities

All activities of DCJC shall be conducted in accordance with the rules and regulations of the league with which DCJC is affiliated.

ARTICLE II – Principal Office

The principal office of DCJC shall be in Sacramento County, California, at such address as the Board of Directors may designate.

ARTICLE III – Membership

Section 3.01 – Classes of Members

DCJC shall have the following classes of members:

1. **Executive Board Members** – Duly elected or appointed officers serving on the Executive Board of Directors.
2. **Committee Board Members** – Members appointed or elected to assist the Executive Board, collectively referred to as “The Board.”
3. **Player/Cheerleader Members** – Youth participants who meet league eligibility requirements.
4. **Parent/Guardian, Family Members, and Family Guests** – Parents, guardians, or family members of participants.
5. **Coaching Members** – Head Coaches, Assistant Coaches, or Instructors approved by DCJC and the league.

Section 3.02 – Voting Rights

Only Executive and Committee Board Members shall have voting rights. Player, Parent/Guardian, and Coaching Members shall not have executive voting rights.

Section 3.03 – Termination of Membership

(a) Membership may be suspended or terminated by a two-thirds (2/3) vote of the Executive Board for:

- Violation of the Bylaws or Codes of Conduct,
- Behavior deemed detrimental to the mission of DCJC or the welfare of participants, or
- Failure to remain in good standing with league rules.

(b) Parents/guardians, coaches, or family members subject to termination shall receive notice and request an opportunity to be heard before the Board. In the case of a Player/Cheerleader, the Parent/Guardian and Head Coach may appear with the participant before the Board.

Section 3.04 – Resignation

Any member may resign by submitting written notice to the Secretary. Resignation does not relieve the member of any outstanding financial obligations.

Section 3.05 – Refunds

- Registration fees are **non-refundable after August 1** of each year, except in cases of medical disqualification as determined by the Executive Board.
 - Refunds requested prior to August 1 may be issued, less any costs already incurred by DCJC.
 - Deposits are refundable only if all required volunteer hours are completed and all issued equipment is returned in good condition.
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ARTICLE IV – Board of Directors

Section 4.01 – Authority

The Board of Directors is the policy-making body of DCJC and may exercise all powers of the Corporation as permitted by law and these Bylaws.

Section 4.02 – Composition and Term

- (a) The Board shall consist of no fewer than three (3) directors.
- (b) Each director shall serve a term of one (1) year and may be reelected for unlimited successive terms.
- (c) Vacancies shall be filled by majority vote of the remaining Board members.

Section 4.03 – Meetings

- (a) The Executive Board shall meet at least once per month.
- (b) The full Board, including Committee Members, shall meet at least once per month following the Executive meeting.
- (c) Special meetings may be called by the President or by two (2) directors with at least 48 hours' notice.
- (d) A majority of the Board shall constitute a quorum.

Section 4.04 – Participation

Meetings may be held in person, by telephone, or video conference, provided all participants can hear one another.

Section 4.05 – Action Without Meeting

Board action may be taken without a meeting if all directors consent in writing.

Section 4.06 – Committees

The Executive Board may establish committees as needed. Committees may include non-Board members but shall report to the Executive Board.

Section 4.07 – Governance

Meetings shall follow Robert's Rules of Order except where inconsistent with these Bylaws or California law.

Section 4.08 – Compensation and Reimbursement

Board members shall serve without compensation. Reasonable expenses incurred on behalf of the Corporation may be reimbursed with prior Executive Board approval.

ARTICLE V – Officers

Section 5.01 – Executive Officers

The officers of the Corporation shall be:

- President
- Vice President
- Secretary
- Treasurer
- Athletic Director
- Cheer Director

Section 5.02 – Election and Eligibility

(a) Officers shall be elected annually by vote of the DCJC membership. Each registered athlete's account holder shall be entitled to one vote. Account holders whose athletes are no longer eligible to participate in the program (e.g., families of graduating or aging-out athletes) shall not be eligible to vote in elections for the upcoming season.

(b) Candidates for President, Vice President, and Treasurer must be current Board Members who have served for a minimum of one term.

(c) Officers shall assume office preferably in January but no later than March 1 following elections and may serve unlimited successive terms.

Section 5.03 – Duties

- **President** – Presides over meetings, represents DCJC publicly, and provides leadership subject to Board oversight.
- **Vice President** – Assists the President, presides in the President's absence, cosigns on bank accounts, and oversees committees.
- **Secretary** – Maintains meeting minutes, corporate records, and member communications.
- **Treasurer** – Manages finances, prepares reports, ensures proper deposits, maintains tax filings, and oversees audits.
- **Athletic Director** – Oversees all football operations, supervises football coaching staff, and represents DCJC in league football matters.
- **Cheer Director** – Oversees all cheer operations, supervises cheer coaching staff, and represents DCJC in league cheer matters.

Section 5.04 – Removal

Board officers may be removed by a two-thirds (2/3) vote of the Executive Board whenever, in its judgment, removal serves the best interests of DCJC.

ARTICLE VI – Indemnification

To the fullest extent permitted by California law, DCJC shall indemnify its directors, officers, employees, and volunteers against expenses and liabilities reasonably incurred in connection with their service, provided they acted in good faith and not in willful misconduct.

ARTICLE VII – Financial Administration

Section 7.01 – Fiscal Year

The fiscal year shall run from March 1 through February 28.

Section 7.02 – Expenditures

All expenses over \$100 must have prior Executive Board approval.

Section 7.03 – Deposits and Accounts

Funds shall be deposited into accounts approved by the Board and allocated among Administrative, Football, and Cheer programs.

Section 7.04 – Fundraisers

Proceeds from fundraisers shall be allocated according to Board-approved percentages and documented prior to the event.

Section 7.05 – Audit

An internal audit shall be conducted annually by a committee appointed by the Executive Board no later than February 28.

ARTICLE VIII – Coaches and Instructors

Section 8.01 – Selection

Head and Assistant Coaches and Instructors shall be approved by the Athletic Director (football) or Cheer Director (cheer) with Executive Board participation.

Section 8.02 – Requirements

- Head Coaches must be at least 21 years old.
 - Assistant Coaches must be at least 18 years old.
 - Instructors must be at least 15 years old and at least two (2) years older than the oldest participant they supervise.
 - All coaches and instructors must meet DCJC and league certification and background check requirements.
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ARTICLE IX – Rules and Conduct

Section 9.01 – Rules

DCJC shall comply with the official rules and regulations of its affiliated league.

Section 9.02 – Codes of Conduct

All members, coaches, players, parents, and volunteers shall comply with the DCJC Codes of Conduct, which expressly prohibit threats, harassment, violence, and unsportsmanlike behavior. Violations may result in suspension or termination of membership under Article III.

Section 9.03 – Policy Concerns

Any policy concerns must be submitted in writing to the Secretary, who will present them to the Executive Board for review.

ARTICLE X – Records

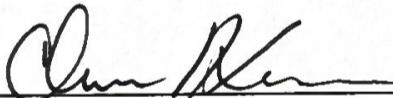
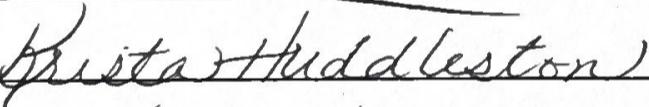
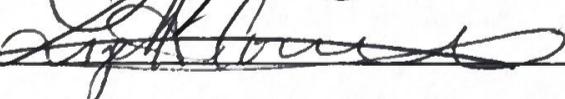
DCJC shall maintain correct and complete books and records, including Articles of Incorporation, Bylaws, meeting minutes, and financial reports, at its principal office.

ARTICLE XI – Amendments

These Bylaws may be amended by a majority vote of the Executive Board, provided proper notice is given. Amendments shall take effect immediately unless otherwise specified.

Certification

These Bylaws were duly adopted by the Board of Directors of DC Jr. Cougars, Inc., a California nonprofit public benefit corporation, on [Date].

President:		Date: 3/16/2025
Vice President:		Date: 3/16/2025
Treasurer:		Date: 3/16/2025
Athletic Director:	Vacant	Date: 3/16/2025
Cheer Director:		Date: 3/16/2025
Secretary:		Date: 3/16/2025