

BYLAWS OF
ENTERPRISE JUNIOR HORNETS FOOTBALL AND CHEERLEADING.
A Nonprofit Public Benefit Corporation

MISSION

- a. To instill firmly in the youth of the community citizenship, sportsmanship, and academic excellence.
- b. To introduce athletes to the fundamentals of youth football and cheerleading. To provide an equal opportunity to participate in an organized, safety-oriented program.
- c. To be a community organization that fully supports Enterprise High school and their Varsity Football and Cheerleading programs.

To achieve the above stated objectives, the association will provide a supervised program under the rules and regulations of the League(s) in which we participate. All Directors and Members will bear in mind that athletic excellence is secondary to the prime goal of molding excellent citizens.

Enterprise Jr. Hornets membership is voluntary and a privilege, not a right.

Enterprise Jr. Hornets reserve the right to refuse participation to anyone without comment.

ARTICLE I. LOCATION/AFFILIATION

Section 1.1

The principal office of Enterprise Junior Hornets Football and Cheerleading. ("EJH") for the transaction of business is located at 3404 Bechelli Ln. Redding, CA 96002. The Board of Directors ("the Board") may change the principal office from one location to another. Any change of the location of the principal office shall be noted by the secretary.

Section 1.2

Enterprise Junior Hornets (EJH) is an affiliate nonprofit under American Youth Football. EJH is organized exclusively as a non-profit educational organization, providing a supervised program of youth sports activities. In accordance with Section 501(c)(3) of the Internal Revenue Code (or the corresponding section of any future United States internal revenue law).

Section 1.3

The Enterprise Jr. Hornets are expressed in the Enterprise High School Public attendance districts, or portions thereof. Enterprise Junior Hornets are an affiliate of Enterprise High School and their Varsity Football Program. EJH institutes the mission and values of the Head Varsity Coach and the administration of Enterprise High School.

ARTICLE II. INSURANCE

EJH will obtain and carry Bodily Injury Liability, Property Damage Liability and Accident-Medical Insurance Coverage. The minimum Accidental- Medical must:

- A. Cover injuries sustained while engaging in the play of football and cheer during a scheduled game or practice or in the participation of other SYF activities and while traveling directly to or from a scheduled game or practice or other SYF activity.
- B. Cover all candidate players, otherwise known as players, cheerleaders, coaches, scouts, managers, trainers and duly authorized volunteer workers, all officially connected with the insured team. The minimum amount of insurance carried will be twenty-five thousand dollars (\$25,000) medical, and one million dollars (\$1,000,000) liability.

ARTICLE III. MEMBERS

Section 3.1.

Any person sincerely interested in actively participating in the objectives of EJH and in good standing with the association may become a member.

1. EJH shall have the following classes of members.
2.
 - a. PLAYER MEMBER: any player meeting EJH and SYF requirements regarding age/weight and player code of conduct shall be eligible to participate, but have no rights, or obligations in the management of the property of EJH.
 - b. PARENT MEMBER: those persons having one or more athletes participating in EJH who are in good standing and have dated and signed parent code of conduct on file annually. Membership privileges are extended to matters that are placed before the general membership for consideration. Membership also includes adults with or without participating athletes who are granted membership privileges under policies established by EJH. Membership privileges are extended to matters that are placed before the membership for consideration. Membership does not include voting rights.

Section 3.2

All rights of a member in EJH shall cease on resignation, suspension or termination. Leaving or being removed shall not relieve the member from any obligation for charges incurred, services or benefits actually rendered, dues, or fees, or arising from contract or otherwise. EJH shall retain the right to enforce any such obligation or obtain damages. Badged members must reimburse the association any current badging fees incurred, when not completing the current year of service.

Section 3.3.

The membership and all rights of membership shall automatically be altered due to disciplinary action and or terminate on the occurrence of any of the following causes:

1. DISCIPLINARY ACTIONS:
 - a. Written Warning: Issued to advise of action that are becoming detrimental to the mission of the EJH Program
 - b. 2 Week Suspension: Issued for a second violation of the code of conduct policy and or action detrimental to the EJH Program
 - c. Termination: Issued for a 3rd violation to the EJH mission and code of conduct.
2. RESIGNATION: the voluntary resignation of a member.
3. SUSPENSION, OR TERMINATION: board of directors shall have the authority to suspend, or terminate the membership of any member whose conduct is considered detrimental to the objectives of EJH.
4. TERMINATION OF PRESIDENT, EXECUTIVE BOARD, OR MANAGERS: A vote of 2/3 of the association board is required to terminate a President, Executive Director, or a manager of the association.

In the event of suspension, or termination, the member in question shall be notified of the date and time of the meeting. Members shall be notified of the general nature of the suspect conduct. Members shall be provided the opportunity to present their defense during the meeting. The president shall determine the outcome of suspension, or termination with board approval.

ARTICLE IV. MEETINGS OF MEMBERS

Section 4.1.

The general membership shall meet annually for the purpose of:

- a. Informing the membership of financial status
- b. Informing the membership of league status
- c. Provide membership opportunities
- d. Membership discussion for the betterment of the association

Section 4.2.

Regular meetings of the Board of directors will be held on a monthly basis if applicable. All regularly scheduled meetings will be open to the membership at large. The president may call unscheduled, special, open, or closed meetings at any time without notice.

Section 4.3.

Notice of annual Membership meeting shall be given by the Secretary at least 7 days in advance. All other meetings will be notified in person or by phone at least twenty-four hours in advance.

Section 4.4.

Any Director that misses three (3) meetings or events that are scheduled by the Board of Directors with proper notice, will be Removed from the Board of Directors effective Immediately.

Section 4.5.

A majority of the Board of Directors shall constitute a quorum and a quorum shall be necessary to conduct any business of the association.

Section 4.6.

The American Youth Football League (AYF) rules, Sacramento Youth Football League (SYF) rules, California Interscholastic Federation (CIF) rules and National Federation of State High School Associations (NFHS) rules shall guide the membership and participating rules of EJH. Robert's Rules of Order shall guide the proceedings of all meetings except where such rules conflict with the constitution and by-laws of the association.

ARTICLE V. DIRECTORS

Section 5.1.

The management of the property and the affairs of EJH shall be vested in the President.

- A. The Executive Board of Directors will consist of the office of the President, Vice President of Football, Vice President of Cheer, Secretary, and Treasurer
- B. The Administrative Board of Directors will consist of Concessions Manager, Co-Concessions Manager, Marketing Manager, Equipment Manager, Membership Manager, IT Manager

Section 5.2.

The Directors/Officers of EJH shall be residents of the State of California, preferably reside in Shasta County, in good standing within the association, able to complete a Live Scan Background screening, and commit the time to the schedule of the association.

Section 5.3

Each Director/Officer shall hold office until:

1. Director/Officer willingly resigns from their seat on the Board
2. Director/Officer is terminated under Section 3.3 of these Bylaws
3. Such Director/Officer's successor is elected and qualifies under Section 5.2 of these Bylaws.

Section 5.4

Any person qualified to be a Director under Section 5.2 of these Bylaws, wishing to run for an open EJH Board of Directors seat, shall be done by interest form submitted during the last two (2) weeks of the regular season.

Section 5.5

All interested persons who are in good standing with EJH and any other association in which the individual has participated in and have submitted an interest form within the proper time frame, will be interviewed by the current Board of Directors. Vacancies on the Board of Directors will be filled by the President, with the recommendation of the Directors. EJH is an affiliate of Non Profit Corp, under American Youth Football, our national governing body.

Section 5.6

In order to fill a vacant seat after the Interview meeting, the current board may appoint a general member who qualifies under section 5.2 of these by-laws. The appointed member shall hold a seat until that year's final Board of Directors meeting. The seat will then be open and the appointed member must reapply.

If the president is removed or resigns, the V.P. of Football will become President for the remainder of the current season and assume all duties and powers effective immediately. The newly acting President will appoint a V.P. of Football within 7 days of removal or resignation of the President. If a viable member who qualifies under section 5.2 of these bylaws, cannot be appointed, then the V.P. of Cheer will assume the role of both V.P. of Football and V.P. of Cheer for the remainder of the current season or until a V.P. of Football is appointed.

Article VI. RESPONSIBILITIES OF DIRECTORS

Section 6.1

All matters concerning the policies and operations of EJJ shall be decided by the President and in his/her absence the Vice President of Football and Vice President of Cheer shall assume all responsibilities. In the absence of the president, no motion shall be carried out without a majority vote of those present at a duly constituted meeting. By definition, a duly constituted meeting may be scheduled or unscheduled. Each member of the Board of Directors shall be entitled to cast one vote on any business matter. In any case that a vote ends in a tie the President shall cast the deciding vote. The Vice President of Football shall cast the deciding vote in the absence of the President.

The duties of the Executive Board shall be as follows:

PRESIDENT:

1. The President shall be responsible for conducting the affairs of EJJ and executing policies established by the Board of Directors. He/She shall preside at all meetings of the members and at all meetings of the Board. He/She shall represent the association at meetings and perform all other duties as customarily pertains to the office of the President to include Board appointments.

VICE PRESIDENT OF FOOTBALL & VICE PRESIDENT OF CHEER

1. In the absence or disability of the President, the Vice Presidents shall Co-perform all the duties of the President and when so acting, shall have all the powers of, and be subject to all the restrictions upon the President.
 - a. The Vice Presidents shall oversee all practice and game day facilities, and maintain the policies established by the Board of Directors.
 - b. Will assist the President in responsibility for athlete and parent safety and the integrity of the program during all athletic activities. Responsible for the camps, clinics, and the supervision of all fundraising events.
 - c. Responsible for all uniform and apparel items for athletes including but not limited to special causes and events.

SECRETARY: The Secretary shall be cosigner on all associations bank accounts, checks and attend to the following:

1. Book of Minutes.
 - a. The Secretary shall keep or cause to be kept, at EJJ's office, or such other place as the Board may direct, a Book of Minutes of all meetings and actions of directors, committees of directors, and members, with the time and place of holding, whether regular or special, and, if special, how authorized, the notice given, the names of those present at such meetings, the number of members present or represented at members' meetings, and the proceedings of such meetings.

2. Membership Records.
 - a. The Secretary shall keep, or cause to be kept, at EJH's office, a record of the members, showing the names of all members, their addresses and telephone numbers.
 - b. Responsible for ensuring that all coaches meet league certification requirements.
3. Notices, Seal and Other Duties.
 - a. The Secretary shall give, or cause to be given, notice of all meetings of the members of the Board required by the bylaws to be given. He/she shall keep the corporate seal, and the original copy of the Articles of Incorporation and bylaws, both as amended, in safe custody. He/she shall have such other powers and perform such other duties as may be prescribed by the President, the Board or these bylaws.

TREASURER: The Treasurer shall be cosigner on all associations bank accounts, checks and attend to the following:

1. Books of Account.
 - a. The Treasurer shall keep and maintain correct books and records of accounts of the properties and business transactions of EJH, including all dues, donations and fees.
2. Deposit and Disbursement of Money and Valuables.
 - a. The treasurer shall deposit all money and other valuables in the name and to the credit of EJH, with such depositories as may be designated by the Board; shall render to the President and directors, at a minimum of monthly and whenever they request it, an account of all of his/ her transactions as Treasurer, and of the financial condition of EJH.
 - b. The money, funds, checks and drafts of the corporation shall be deposited in a common treasury account at such banks or trust companies as the Board of Directors shall designate. Funds earned for specific benefit shall be maintained for that specific activity. The association shall have two (2) Debit Cards associated with said account. All written checks of the association will have two(2) signatures. The Board of Directors may retain certified public accountants to audit the books and records of the Corporation and to make such reports and statements from time to time as the Board of Directors shall require.

The duties of the Administrative Board shall be as follows:

1. **Equipment Manager**
 - a. Will assist the President and Vice Presidents in maintaining the athlete safety and training equipment of EJH.
 - b. Will be responsible for maintaining all Snack Bar equipment and ensuring good storage and working order of such items.
 - c. Will maintain the Conex box and the office storage of all EJH equipment.
 - d. Will maintain a first aid master box and coaches med kits.
 - e. Will be responsible for preparing coaches bags and training items of the coaches

2. Membership Manager

- a. Will collect all athlete necessary paperwork pertaining to meet league certification requirements. Shall create player books per SYF guidelines and present player books to SYF for certification. After certification of player books, he/she will retain and present the books at all events for check in purposes.
- b. Shall be responsible for maintaining a volunteer signup and completion record for all necessary events to ensure parent participation is met.
- c. Shall coordinate and oversee the Spirit Committee. The Spirit Committee will be responsible for but not limited to: donations for team dinners and banquet planning.
- d. Shall be responsible for maintaining Minimum Play records for all EJH contests.
- e. Membership Communication Chat Line
 - i. Will create and maintain the association GroupMe platform

3. Concessions Manager

- a. Shall maintain the EJH Practice Snack Bar and the Game day Snack Bar.
- b. Shall be responsible to create menus for both locations, do the shopping and keep necessary levels of product in each as needed.
- c. Shall be responsible for maintaining inventory of all concession related items, including but not limited to: Food items, Cutlery, and equipment.
- d. Will assist in all events that require food or concession needs.

4. Co Concessions Manager

- a. Will assist the Concession Manager in all duties pertaining to the Concession Manager position.
- b. In the absence or disability of the Concessions Manager, the Co Concessions Manager shall perform all the duties of the Concessions Manager and when so acting, shall have all the powers of, and be subject to all the restrictions upon the position.

5. Marketing Manager

- a. Responsible for obtaining and maintaining sponsorships and donations from the communities that we serve.
- b. Responsible for maintaining EJH social media and website with up to date information.
- c. Assisting with all EJH events for promotion and distribution of information
- d. Responsible for yearly association apparel.

6. IT Manager

- a. Shall manage EJH domain and the Teamlinkt Platform.
- b. Help to manage and maintain relevant information technology service and equipment

ARTICLE VII. INDEMNIFICATION

Section 7.1

The Corporation is authorized to indemnify the Directors to the fullest extent possible under California Law.

ARTICLE VIII CORPORATE RECORDS/ANNUAL REPORTS

Section 8.1 ANNUAL REPORT

Prior to the December monthly meeting the President, Vice President and Secretary will complete the audit of the financial records. At completion of the audit the financial records will be presented at the monthly meeting and voted in to record for submission to the IRS. The Board will prepare a fiscal budget for the new year and or hire a CPA. The Board shall present an annual report to be made available at the General Membership meeting. The report shall contain all the information required by Corporations Code Section 6321(a).

ARTICLE VIII. AMENDMENT OR REPEAL OF BYLAWS

Section 8.1. Amendment by Members

New bylaws may be suggested by the members via paper submission at the scheduled General membership meeting.

Section 8.2 Amendment by Directors

Subject to the rights of members as set forth in these bylaws, and the limitations set forth below, the Board may adopt, amend or repeal bylaws. Such power is subject to the following limitations:

- (1) Items required by California or Federal Law.
- (2) Items required by safety issues as directed by the liability insurance company.

Section 8.3 Usage of EJH Trademark

The Enterprise Junior Hornets Name, "H" Logo, Bee, Scripted Logo, or any other Logo affiliated with association are not to be used outside of the organization and or for the purposes not fitting the mission and statements of the association. Any use of the logos or association name not approved by the Board of Directors will cause for immediate cease and desist orders.

CERTIFICATE OF SECRETARY OF
ENTERPRISE JUNIOR HORNETS FOOTBALL AND CHEERLEADING,
a California Nonprofit Public Benefit Corporation

I hereby certify that I am the duly elected and acting Secretary of ENTERPRISE JUNIOR HORNETS FOOTBALL AND CHEERLEADING and that the foregoing Bylaws, comprising _____ pages, constitute the Bylaws of ENTERPRISE JUNIOR HORNETS FOOTBALL AND CHEERLEADING. These Bylaws duly adopted at a meeting of the Board of Directors thereof held at _____.

Secretary

Dated: _____

President

Dated: _____

Vice President

Dated: _____