

North Warren Midget Football League (NWMFL)

By-Laws



Revised: March 2026

ARTICLE I – MEMBERSHIP

The North Warren Midget Football League (NWMFL) shall be composed solely of parents of children registered in the North Warren Midget Football program, in addition to participants such as officers, coaches, assistant coaches, and equipment managers. All such individuals are referred to as members.

ARTICLE II – OBJECTIVES

The objective of the NWMFL shall be to operate a youth football program as a member of the Warren County Midget Football League (WCMFL). NWMFL will follow all bylaws under WCMFL. WCMFL bylaws will supersede NWMFL bylaws.

ARTICLE III – GOVERNMENT

The government of the NWMFL shall be under the direction and control of a Board of Officers.

Board of Officers

- President
- Vice President
- Treasurer
- Secretary
- Field Manager
- Equipment Manager

Officer Elections

Nominations will be called by the President and held at the Annual Meeting in January. A majority of officers (four or more) must be present to conduct elections.

Voting is limited to members of the NWMFL.

Only one person per family may be a board officer.

Eligibility for Officer Positions

- Must attend at least two meetings during the year.
- Must have been involved in some capacity with the NWMFL.
- Must submit written notice of intent to run by December 1.

Terms of Office

The season runs from mid-January of the current year until mid-January of the following year. Officers begin their term following the January meeting.

Conflict of Interest

The President may not serve as a NWMFL head coach while holding the office of President. Board members who are coaches must abstain from voting where conflicts of interest exist.

Duties of Officers

President: Calls meetings, appoints committees, signs checks and contracts, and casts deciding votes in ties.

Vice President: Presides in the absence of the President and assists with administrative duties.

Treasurer: Maintains custody of all funds and financial records and co-signs checks.

Secretary: Maintains meeting minutes and official records. Responsible for website duties.

Uploading home game scoring sheets to WCMFL.

Equipment Manager: Maintains equipment inventory and condition.

Field Manager: Maintains practice and game field safety and preparation.

- Bank account for the WCMFL must have both President and Treasurer.
- Treasurer will be responsible for NWMFL end of year tax filing which must be done with a tax professional.
- All deposits must be made to bank account within 5 business days of receiving funds whether it be concession, fundraisers etc.
- Treasurer will be responsible for keeping 501c3 status active.
- All scoring sheets must be submitted within 24 hours to the WCMFL site by secretary.
- Secretary will be responsible for uploading meeting minutes to website after approved by board.
- One liaison is required to communicate to NWRHS programs.
- President must work beside North Warren Youth Cheer President to ensure a good relationship and activities throughout the season.
- President will be representative for WCMFL meetings. If unable to participate in a meeting, a representative will be appointed to fill in when needed.
- Concession duties will be responsibility of the President.

Voting

Only members who have attended at least two meetings in the previous year may vote. Each family or volunteer group is allowed one vote.

ARTICLE IV – SUSPENSIONS

Officers or coaches may be suspended or expelled by a majority vote of the Board.

ARTICLE V – VACANCIES

Board vacancies may be filled through nominations and a vote of the Board.

All positions with the exception of President may stay vacant with the agreement of the current board.

Any vacancy can be filled throughout the year by board vote after a nomination brought forward by a board member.

ARTICLE VI – MEETINGS

Meeting dates, times, and locations will be publicized via email, website postings, school newsletters, or other approved methods.

There must be at least four meetings per year.

Board reserves the right to hold executive sessions.

Annual Meeting

The January meeting shall be considered the Annual Meeting and will include officer elections and the closing of financial books.

ARTICLE VII – COMPLAINTS

All players, parents, siblings and any person attending any organized activity by NWMFL or WCMFL are expected to follow the code of conduct. All parties attending or participating in an organized activity by NWMFL or WCMFL will be held to the code of conduct agreement.

All concerns, questions, or complaints regarding games, practices, or team-related events must be directed to the appropriate head coach first. A mandatory 24-hour waiting period is required before initiating contact. This means that no communication regarding an issue may occur until at least 24 hours after the conclusion of the event in question.

This policy is intended to allow time for emotions to settle and to ensure that all discussions are conducted in a respectful and constructive manner. All communication must remain appropriate and focused on resolution..

If a resolution cannot be reached complaints must be submitted in writing to a Board officer. All involved parties may be required to appear before the Board so that issues may be heard and resolved.

ARTICLE VIII – COACHES

Each team (Flag, Pee Wee, JV, and Varsity) will have a Head Coach selected by the Board.

Assistant coaches must be approved by the Board.

Coaches must be certified through organizations such as USA Football or another organization approved by WCMFL and pass required background checks.

Coaches must follow the Coach Code of Conduct under WCMFL.

The head coach of Flag, Pee Wee and JV must submit dedicated rosters with coach's name that is responsible for tracking plays before the first game. Coach must track the same roster for the season. Play count number must follow WCMFL requirement by roster size. If play count is not met, coach must submit reasoning and board will review. Failure to track or submit document showing play count or reasoning for lack there of will result in disciplinary action decided by the board.

Coaches are expected to maintain a positive attitude and act in the best interest of all players and NWMFL.

Head coaches are expected to represent their level at no less than three board meetings. If head coach is unavailable, a representative can be sent in their place.

ARTICLE IX – REGISTRATION

Registrations will occur prior to May 1 or before the school year ends.

The registration cutoff date is July 30 unless outlined in WCMFL bylaws.

Members must submit a \$300 equipment deposit check and a \$250 concession obligation deposit check. Checks will be deposited only if equipment is not returned in good condition or if volunteer duties are not fulfilled.

ARTICLE X – FUNDRAISERS

Fundraisers will be organized to cover league expenses and will be supervised by the President and Treasurer.

ARTICLE XI – Code of Conduct, Confidentiality, and Communication Policy

All Board Members and Coaches of the organization are expected to conduct themselves with the highest standards of integrity, professionalism, and ethical behavior at all times.

Any communications, whether verbal or written—including but not limited to text messages, emails, or other electronic correspondence—regarding organizational matters, player issues, parent concerns, or internal discussions, shall be treated as confidential and considered part of an executive session.

Information discussed within this scope shall not be disclosed, shared, or relayed to any individual who is not directly involved in the matter. This includes, but is not limited to, players, parents, other coaches, or third parties not formally participating in the issue at hand.

All concerns or disputes involving parents, coaches, or Board Members must be handled discreetly and only discussed with those who have a direct role in resolving the matter. Unauthorized disclosure or breach of confidentiality may result in disciplinary action, up to and including removal from position, to be decided by the Board by vote.

ARTICLE XII – AMENDMENTS

The ByLaws may only be amended at a meeting open to all members with at least 30 days notice. Amendments must be unanimously approved by the Board of Officers.

11.1 Upon dissolution of the NWMFL after paying or making provision for the payment of all the liabilities of NWMFL, the Board shall dispose of the remaining assets of the organization exclusively for one or more exempt purposes, with the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future federal tax code), or shall distribute the same to the federal government, or to a state or local government for a public purpose. In this event of the dissolution of the North Warren Midget Football League, all remaining monies shall be transferred to the Blairstown Hose Company #1 in accordance with the Internal Revenue Code of 1954.

ARTICLE XIII – DISCLAIMERS

12.1 NWMFL will not partake in any political propaganda, or otherwise attempt to influence

Legislation in any way. Furthermore, NWMFL does not intervene in any political campaign on behalf of any candidate for public office, including publishing or distributing statements.

12.2 No part of net earnings of NWMFL shall inure to the benefit of any private shareholders or individual.

All current Board Members of the North Warren Midget Football League hereby acknowledge that they have read, understand, and agree to abide by the by-laws set forth by the League. This acknowledgment affirms each Board Member's commitment to uphold the principles, rules, and regulations governing the League's operations and conduct.

Date: 3/25/2026

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