Owasso Rams HS Lacrosse Club

Bylaws

**An IRS designated Non-profit organization (88-3996006)
Organized September 1, 2022 under the laws of the State of Oklahoma. UPDATED November 4, 2024\***

**Article I – Name**

The organization shall be known as the Owasso HS Lacrosse Club and may be referred to hereafter as the “Program” or ORLC. The registered agent address is 19007 E. Queensborough Ct. Owasso, Oklahoma 74055 in Rogers County. The ORLC is organized as a non-profit corporation under the laws of the State of Oklahoma. The existence of the ORLC is perpetual.

**Article II – Purpose**

1. ORLC shall provide organized High School lacrosse teams to participate in leagues in which ORLC is in good standing, programs offered by ORLC; and in other organized lacrosse activities as it may determine from time to time by:
	1. Setting registration and other participation requirements and costs;
	2. Adhering to safety standards and rules of play as set forth by US Lacrosse, league rules or ORLC, Oklahoma Lacrosse Association (OLA) and ~~Heartland Lacrosse League (HLL)~~ Route 66 Girls Lacrosse League Operating Rules;
	3. Providing qualified coaches; and assisting the coaching staff as they build team skills, develop leadership abilities, and promote good sportsmanship and citizenship in student athletes;
	4. Resolving disputes between or among coaches, parents/guardians, players;
	5. Applying discipline within the guidelines of these by-laws and code of conduct;
	6. Serving as a clearing house for lacrosse-related information for the members;
	7. Perform other activities as needed or requested which support the development or ongoing play of youth lacrosse within Owasso and surrounding areas;
	8. Organize, support and promote ORLC and the sport of lacrosse as it impacts student and athletes of Owasso and the surrounding communities.
	9. Promote access to the game for all players in the Owasso area, regardless of financial means, by striving to maintain player registration fee as low as possible. The Board may develop grants and other means of financial assistance to help reduce financial barriers to ORLC participation.
	10. The ORLC shall not discriminate on the basis of age, race, color, creed, religion, gender, national origin, disability, veteran status, sexual orientation or political affiliation.

**Article III – Board of Directors**

*General Powers:*The affairs of the ORLC shall be managed by its Board whom shall have control of and be responsible for the management of the affairs and property of the program.  The Board establishes organization-wide policies, guidelines and procedures and monitors their implementation and effectiveness from an organizational perspective. The Board shall be responsible for and have the final authority, except as otherwise provided, for the following:

1. Enforcing and interpreting the bylaws
2. Adopting and publishing the operating rules.
3. Establishing and maintaining the strategic plan.
4. Managing Program finances.
5. Conducting the day-to-day affairs.

*Makeup & Tenure:*Hereinafter, “Directors” shall mean the members of the ORLC Board as defined in the list below.  Only Directors shall be entitled to vote on matters pertaining to the organization or operation of ORLC. Directors shall determine ORLC philosophy, goals and objectives; conduct the normal business of ORLC, and otherwise; make all decisions concerning the operation of ORLC.  Only parents, legal guardians, coaches or active volunteers are eligible to be board members. Each member of the board will be entitled to one vote per motion presented, *with the exception of the Program Director who shall vote only in the event of a tie*.

Owasso Rams HS Lacrosse Club Board shall include, at a minimum:

* Program Director
* Rams Head Coach
* Lady Rams Head Coach
* President
* Vice President
* Boy’s Team Director
* Girl’s Team Director
* Treasurer
* Secretary
* Board Member at Large

Directors shall be elected as necessary to hold multiple positions BUT will only be allowed a single vote on any issue. Rams Head Coach and Lady Rams Head Coach shall abstain from voting on items directly relating to coaching of the team (such as contracts, compensation, etc) even if they hold multiple positions. Each Director shall be elected to a one-year term starting in ~~July~~ October of each year.  If the current Director wishes to continue in the position a one-year extension will be granted with board approval, the position will then be opened when the extension expires.  The Board shall collect statements from each nominated candidate and hold a Board election at the first meeting after the end of the Spring season and before the start of the new season in October of each year. The President position should be sourced from a current board member if possible.  In the event of a vacancy, the board shall hold the sole ability to appoint a replacement for the remainder of the term.

**Article IV – Duties**

1. Program Director – Primary Responsibilities
	1. Responsible for the general management of the program.
	2. Oversees all aspects of the program.
	3. Functions as the primary liaison and point of contact for the program.
	4. Addresses complaints regarding coaches/players/parents.
	5. Develops coaches’ contracts and all coaching education.
2. Rams/Lady Rams Head Coach – Primary Responsibilities
	1. Follows and maintains knowledge of all policies and procedures.
	2. Instructs and demonstrates skill sets and techniques necessary for individual and team achievement in the sport.
	3. Enforces Code of Conduct and disciplinary policies while emphasizing sportsmanship.
	4. Maintains a safe environment and facilities for athletes.
	5. Develops appropriate practice plans and schedules.
	6. Works with the Team Director to set game schedule.
	7. Acts as liaison between parents/athletes, officials, and coaching staff.
	8. Professionally represents the team at all athletic functions and in interactions with parents, community, and other coaching staff.
3. President – Primary Responsibilities:
	1. Presides over all meetings of the board and general membership.
	2. In conjunction with the Treasurer, administers the funds of the organization.
	3. Facilitates and manages open agenda items and task reminders.
	4. Provides program updates at board meetings covering highlights, challenges and opportunities.
4. Vice President – Primary Responsibilities:
	1. In the absence of the President, shall perform the duties of that office and other duties as may pertain to the office.
	2. Present any communications/reports necessary to the board.
5. Secretary – Primary Responsibilities:
	1. Keeps accurate records and minutes of board meetings and distributes them in a timely manner.
	2. Documents action items and follows up with action owners to ensure that each action is completed in a timely manner.
	3. Maintains accurate board and team personnel contact information.
	4. Maintains and updates organization by-laws.
	5. Presents any communications/reports necessary to the board.
6. Treasurer – Primary Responsibilities:
	1. Collect and record funds.
	2. Provide reconciliation (audit file) of all program receipts & expenditures.
	3. Issue receipts and checks for payments as needed.
	4. Give a report of the account at each meeting.
	5. Provide proof of insurance for program when requested.
	6. File necessary annual paperwork for ORLC Program:
		1. Renew annual certificate with Secretary of State
		2. File IRS 990 postcard
7. Boys Team Director – Primary Responsibilities:
	1. Shall be the point of contact for all issues related to the representation of the organization to the Oklahoma Lacrosse Association (OLA), or any such league that the ORLC organization participates as part of and any other such duties as required by the Board of Directors.
	2. Act as a general representative of the board to club members.
8. Girls Team Director – Primary Responsibilities:
	1. Shall be the point of contact for all issues related to the representation of the organization to the ~~Heartland Lacrosse League (HLL)~~ Route 66 Girls Lacrosse League, or any such league that the ORLC organization participates as part of and any other such duties as required by the Board of Directors.
	2. Act as a general representative of the board to club members.
9. Board Member at Large – Primary Responsibilities
	1. Assist any and all Board Members with any tasks or responsibilities as needed.
	2. Act as a general representative as required by the Board of Directors.

**Article V – Meetings**

*General Membership Meetings:*Board meetings shall be conducted monthly in conjunction with the Owasso Lacrosse Booster Club monthly meetings, with announcements posted via the ORLC website, Instateam and all other services used to distribute messaging to members. Meeting schedule shall be determined, coordinated, and announced by the President.  Agenda items for each meeting should be submitted to the President at least seventy-two (72) hours prior to that meeting.

The purpose of the general membership meeting is to report to the general membership on financial and operational status and to obtain comments and feedback from the general membership on operations, policies, and procedures.

*Specials Meetings:*Special meetings of the Board may be called by or at the request of the President or any two members of the Board.  The person or persons authorized to call special meetings of the Board may fix any location, as the place for holding any special meeting of the Board called by them.

*Resignation:*Any member of the Board may resign by delivering his or her written resignation to the President. Such resignation shall be effective upon receipt (unless specified to be effective at some other date) and acceptance thereof shall not be necessary to make it effective unless it so states.

*Vacancies:*Whenever any vacancy occurs in the Board it shall be filled without undue delay by a majority vote of the remaining members of the Board. Vacancies may be created and filled according to specific methods approved by the Board.

*Confidentiality:*Directors shall not discuss or disclose information about the Program or its activities to any person or entity unless such information is already a matter of public knowledge or such person or entity has a need to know.  Directors shall use discretion and good business judgment in discussing the affairs of the Program with third parties.

 **Article VI – Amendments**

1. The motion to amend the bylaws can be brought by a motion from a member of the board.
2. Amendments to the bylaws shall be voted on by the Board. A majority vote prevails.

\*Bylaws updated November 4, 2024 by Gina Johnson ONLY to updated Heartland Lacrosse League (HLL) replacement Route 66 Girls Lacrosse League.

Addendum A

2023-2024 Board Members elected at Meeting held on October 18, 2023

Program Director – Dalton Bunch

Boys Head Coach – Dalton Bunch (2 year term)
Girls Head Coach – Tiffani Hull (2 year term)
President – Gina Johnson
Vice President – Mary Clarke

Treasurer – Mary Susan Cobb

Secretary – Donnie Young
At Large – Neil Kessler

Boys Program Commissioner – Jason Green
Girls Program Commissioner – Annie Green