

LAKELAND JR. CHIEFS
FOOTBALL ASSOCIATION, INC.

BY-LAWS

(Updated as of Tuesday, July 29, 2008)

PREAMBLE

We, citizens of the Commonwealth of Pennsylvania, associate ourselves for the purpose of:

1. Offering the help and support necessary to uphold the principals of good sportsmanship.
2. Promoting public interest in the proper administration of sporting events for children entering Kindergarten or 6 (which ever comes first) to 13 years of age, provided it adheres to the rules of the All County Conference Junior Football.
3. Fostering a cooperative and understanding relationship between the general public, the children participating in sporting events, the parents, the general membership the officers and coaches, sporting facilities, equipment, and events inferior to none.
4. Inviting any civic organization, and/or any citizen in the above communities to offer the help and support necessary to accomplish our goals.
5. No child shall be refused membership into the organization as long as *child and/or family remain members in good standing(as defined in the organization's conduct letter) within the Lakeland Junior Chiefs Organization*, registration is paid and equipment and supplies are available.

Article I. Name

Section 1

This association shall be named, known, and styled as:

LAKELAND JUNIOR CHIEFS FOOTBALL ASSOCIATION, INC.

Article II. Membership

Section 1

Any person who is at least eighteen (18) years of age *and is a member in good standing with the Lakeland Junior Chiefs Organization* shall be eligible for membership, regardless of race, color, or national origin.

Article III. Location

Section 1

The principle office or headquarters of this association shall be in the Lakeland Area, Lackawanna County, Pennsylvania, and a post office box or the residence of the Secretary shall be the mailing address, with the exception of all financial statements, which shall be the address of the Treasurer.

Article IV. Meetings

Section 1

The general membership meetings and By-Law meetings shall be held on the last Thursday of every month at a time and place designated by the President. In the event that the last Thursday in any month is a Holiday, or concerns occur, an alternate time and place shall be designated by the President,. The fiscal year being May to April.

Section 2

The Governing Body shall meet at such times and places as the President may direct. The President will advise all members of the day, time and place of each meeting. The annual meeting at which officers shall be elected will be held on the Second Tuesday in February every second year. The place and time of the said meeting is to be designated by the President. The nominations for officers will take place in January.

Section 3

By-Law meetings will be held every 2 years coinciding with the election of officers.

Section 4

Notice of all meetings, regular or special, shall be publicized by posting on the Lakeland Junior Chiefs website.

Section 5

The President may call a special meeting. The President may override voting rights in exigent circumstances.

Section 6

There is to be at least one coaching representative per squad (A, B, C, D team) at each monthly meeting.

Article V. Officers

Section 1

The Executive Committee are the only elected officers of this association, and consists of the President, Vice-president, Secretary and Treasurer. The officers each hold a term of two years.

Section 2

The Appointed Officers of this association shall be one (1) Equipment Manager, one (1) Assistant Equipment Manager, one (1) Conference Representative, and two (2) Alternate Conference Representatives and (1) Cheerleading Coordinator with a committee consisting of (6) persons.

Section 3

The Standing Committee of this association shall be three (4) Head Football Coaches, three (4) Senior Cheerleading Advisors, one (1) Cheerleading Coordinator, one (1) Refreshment Chairperson, one (1) Fundraising Chairperson, and Assistant Coaches.

Section 4

All Officer members and members of the Standing Committee will be members of the Governing Body.

Section 5

Any Officer absenting themselves from three (3) consecutive General Membership Meetings, including By-Law meetings, of this association shall be deprived of their office except because of sickness, bereavement, or because his/her employment prevents him/her from attending meetings.

Article VI. Duties of Officers

Section 1

The President shall be the Chief Executive Officer of this association. He shall preside at all meetings of the members and Governing Body. He shall give general and active management of the business of this association. He shall see that all orders and resolutions of the Governing Body are carried out. He shall submit a report of the operations of this association for the fiscal year to the Governing Body and members at their annual meeting, and from time to time he shall report to the Governing Body all matters within his knowledge that may affect this association. He shall be an ex-officio member of all Standing Committees and shall have the powers and duties and management usually vested in the office of President in a corporation. He shall appoint all of the appointed officers of this association as provided in Article V, Section 2 and as approved by the Executive Committee. He shall appoint all of the Standing Committees as provided in Article V, Section 3. He shall appoint all committee chairmen except as here in otherwise provided with the approval of the Executive Committee, as provided in Article V Section 1.

Section 2

The Vice President shall be vested with all the powers and shall perform all the duties of the President during the absence of the latter and shall have such other duties as may, from time to time, be determined by the Governing Body. He will appoint all Fund Raising Committee.

Section 3

The Secretary shall attend all sessions of the Governing Body and all meetings of the members and sit as a clerk there of, and shall record all voted and minutes of all proceedings in a book to be kept for that purpose. He/she shall keep record of all children on all teams and their years of participation. He/she shall be the custodian of all books and records of this association, except as otherwise provided.

Section 4

The Treasurer, under the direction of the Governing Body, shall have charge of the funds of this association and shall deposit the same in the name of this association. He/she shall pay all the vouchers or orders properly attested by the President and Secretary, and shall make a complete and accurate report of the finances of this association at each annual meeting of the members, or at any other time upon request of the Governing Body. All checks signed by the Treasurer shall have 2 or 3 appointed authorized signatures in effect at the bank of this association.

Section 5

The Equipment Manager shall have charge of all equipment and make recommendations to the organization. He shall have charge of all athletic equipment and make all recommendations to the Executive Committee for the purchase of athletic equipment. He shall also keep an accurate inventory record to be read at the last meeting in January. He shall submit a list of unreturned equipment.

Section 6

The President or Vice President or alternate will attend all Conference meetings. They will give the Governing Body a written or verbal report of all conference meetings.

Section 7

The Cheerleading Committee shall have charge of all activities of the cheerleaders. They will make recommendations to the Executive Committee for the purchase of uniforms and equipment. They will also keep an accurate inventory record to be read at the last meeting in January. They shall submit a list of unreturned uniforms. The president shall appoint a competent individual who in turn shall choose two (2) assistant committee members.

Section 8

The Refreshment Stand Chairperson shall have complete charge of the refreshment stand as prescribed by the Executive Committee under whose supervision they shall be.

Article VII. Governing Body

Section 1

The Governing Body shall consist of all the officers of this association as set forth in Article V, Section 1, 2, and 3.

Article VIII. Duties and Powers of the Governing Body

Section 1

The property and business of this association shall be managed by the Governing Body. In the event the Lakeland Jr. Chiefs Football Association disbands for any unforeseen reason, all properties, money and equipment of the organization shall be donated to a charity, charities or your association in the Lakeland area. This selection shall be made by the majority of the Governing Body. This action shall be performed within a time period not to exceed 1 year of disbanding.

Section 2

They will act on all recommendations made at the general membership meetings, and report their decisions back to the general membership meeting.

Section 3

The President or a quorum of the Governing Body shall have the power to adjourn in the event of any unnecessary disturbance.

Section 4

The decisions of the Governing Body will be final.

Section 5

All positions stated under Article V have voting rights after six (6) General Membership meetings.

Article IX. Coaches

Section 1

The coaching staff for all athletic activities will be appointed by the President in accordance with Article VI, Section 1.

Section 2

Any person interested in coaching may present themselves to the Executive Committee for appointment to the coaching staff. They must also submit to a mandatory background check for criminal and child abuse which will be kept confidential. The background check will be paid for by the organization. The Executive Committee will have the final review.

Section 3

The general membership may submit any recommendations for coaches.

Section 4

The coaches selected will work under the direction of the Executive Committee.

Section 5

The Executive Committee has the power to suspend or dismiss any coach for disciplinary action or penalized during the game for unsportsmanlike conduct.

Article X. Conference Membership

Section 1

Membership in any conference will be determined by the Governing Body.

Section 2

No Articles in these By-Laws are intended to invalidate the By-Laws and rules of any conference we may obtain membership in.

Section 3

All Rules of any conference we have obtained membership in will become binding. Our only requirement is that all rules of the conference be in writing.

Article XI. Nominations, Elections and Terms of Officers

Section 1

Elections shall be held every 2 years.

Section 2

The general membership shall elect the officers set forth in Article V, Section 1. Any member in good standing can be nominated. Refer to Article XIV, Section 3.

Section 3

The term of office of all officers and members of the Executive Committee shall be for two (2) years.

Section 4

In the event that the office of any official or member of the Executive Committee shall become vacant, the remaining members of the Executive Committee shall vote to fill such vacancy for the remainder of the term.

Section 5

A simple majority vote of the members present and voting shall be required to elect the officers of the association.

Section 6

The ballot for the election of officers of this associations shall be by a closed, written ballot.

Section 7

Any member in good standing shall be eligible to hold office in this association, either as an officer or as a member of the Governing Body. Refer to Article V Section 5, and Article XIV Section 3.

Article XII. Quorum

Section 1

A quorum for the purpose of holding any general membership meeting shall be seven (7) members.

Section 2

A quorum for the purpose of holding any meeting of the Governing Body shall be seven (7) members of the said Governing Body.

Article XIII. Majority Vote

Section 1

A simple majority shall be required to pass any motion at any meeting of the Governing Body.

Section 2

A simple majority shall be required to pass any motion at any meeting of the general membership of this association.

Article XIV. Rights and Obligations of Members

Section 1

Every member in good standing shall have the right to vote at the general membership meeting and to hold office [as long as a member attends six \(6\) general membership meetings during the current year. \(Fiscal year\)](#)

Section 2

Any member not in good standing shall not have the right to vote or hold office.

Section 3

To be a member in good standing,)

Section 4

The books, accounts, and records of this association shall be opened for inspection to any member of the Governing Body at any time. Members of this association may, in the discretion of the Governing Body, inspect such books, accounts and records of this association at such reasonable time as the Governing Body may designate. The books, accounts and records of this association shall be audited by an appointed committee at the end of the football season. No one will use the name of the Lakeland Jr. Chiefs Football Association with out the approval of the Governing Body.

Article XV. Committees

Section 1

There shall be such committees that form from time to time that will be determined by the President of this association, who shall also have power to appoint special committees.

Article XVI. Jackets

Section 1

Only those who participated 100% in organization activities for each registered year are eligible for jackets. This includes any and all fund raising events, [including concession stand volunteer work](#), as well as games.

Section 2

Members must be active for four (4) years in the organization in order to be eligible to receive a free graduating jacket. The last year of participation must be the graduate year. The only exceptions will be in cases where weight is a factor or in the case of a true freshman. In case the player is not eligible due to injury, the player may pay the registration fee and participate in, at least one (1) fundraiser and/or other organizational capacity. (See Section 4.) [The executive committee will determine whether the participant participated 100% for 4 years. For any incomplete year 25% will be covered by the participant.](#)

Section 3

Only jackets bought by the organization will be given at the awards banquet.

Section 4

The organization will pay one quarter (1/4) of the cost of jackets for every year of participation example four (4) years equals 100%.

Section 5

Jackets are to be given for graduation only.

Article XVII. Awards

Section 1

Only those who participate 100% in the organization and fund raising for each registered year are eligible for an award.

Section 2

Only awards bought by the organization will be awarded at the banquet, such as Football Championship or First Place Cheerleading competition for those participating, or division championship. In no case shall two (2) awards be given for any of the above.

Section 3

Awards will be on a team basis. No individual awards will be presented. Each team honored will be on a team achievement, i.e., C – team football championship or C – team Cheerleading competition.

Section 4

Financial status of the organization will determine the percent of the award.

Section 5

Jackets are to be given at graduation only.

Article XVIII. **Dinner**

Section 1

Only children who participate 100% in the organization and fund raising and who have returned complete uniforms by deadline date for each registered year are eligible for free dinner tickets and any applicable award.

Section 2

Other free dinners include a Guest speaker and spouse, a clergy and/or others selected by the Governing Body.

Section 3

The banquet will be held only in places that support the organization on a regular basis.

Article XIX. **Amendments**

Section 1

If amendments to the By-Laws are necessary, you must present proposed changes in writing at the By –Laws meeting which will be the regular monthly meeting in February. Proposed changes will be discussed at the By-Law meetings and voted upon. Then the changes will be available at the next meeting.

Section 2

All changes will be available to registrants at the time of registration.

Section 3

Any amendments to the By-Laws may be adopted by 2/3 majority vote of the active membership eligible to vote at the By-Laws meeting, provided there is a sufficient number of members present to constitute a quorum.

Section 4

Final adoption of this amendment here by sets that the next By-Laws meeting to be held will be the regular meeting in April.