

Bylaws of Ware Youth Football (WYF)

Article I: Name and Purpose

Section 1.01: Name. The name of this organization shall be Ware Youth Football (WYF).

Section 1.02: Purpose. WYF is organized exclusively for charitable and educational purposes under Section 501(c)(3) of the Internal Revenue Code. Our mission is to provide the youth of Ware, MA, with a safe, supervised environment to learn the fundamentals of football and cheerleading, emphasizing sportsmanship, teamwork, and physical fitness.

Article II: Membership and Affiliation

Section 2.01: Affiliation. WYF shall be a member of the Suburban Amateur Football League (SAFL) and shall adhere to the safety standards set forth by USA Football.

Section 2.02: Membership. "Members" include all registered players, cheerleaders, and their legal guardians.

Section 2.03: Voting Rights. Management of the organization is vested solely in the Board of Directors. General members do not have voting rights on corporate matters but may attend open meetings as designated by the Board.

Article III: Board of Directors

Section 3.01: Role and Size. The Board of Directors shall consist of five (5) voting members: President, Vice-President, Treasurer, Secretary, and Registrar.

Section 3.02: Terms. Directors shall serve a term of one (1) year. Elections shall be held annually.

Section 3.03: Quorum. A simple majority (50% plus one) of the voting Board members must be present to constitute a quorum for the transaction of business.

Section 3.04: Non-Board Coordinators. The Board shall appoint "Coordinators" (Fundraising, Player Safety, Equipment, Cheer, and PR). These are vital leadership roles but do not hold a vote on the Board of Directors.

Section 3.05: Duties of the Registrar. The Registrar shall be responsible for the management of all player and cheerleader registration records. This includes, but is not limited to:

- Verifying age and residency eligibility in accordance with SAFL and USA Football requirements.
- Maintaining custody of birth certificates, medical releases, and physical exam forms.
- Certifying official team rosters for league play.
- Acting as the primary point of contact for the SAFL regarding player/cheerleader eligibility.

Article IV: Meetings

Section 4.01: Frequency. The Board shall meet twice per month from January through August, and once per month from September through December.

Section 4.02: Special Meetings. The President or any two Board members may call a special meeting with 48 hours' notice.

Article V: Financial Management

Section 5.01: Fiscal Year. The fiscal year shall begin on January 1 and end on December 31.

Section 5.02: Authority. The Treasurer and the President shall have signing authority on the organization's bank accounts.

Section 5.03: Approval and Budgeting. Annual Budget: Prior to the start of each season, the Board shall approve a comprehensive operating budget. Once the budget is approved, Coordinators (e.g., Equipment, Fundraising) may spend up to their budgeted amounts without further Board votes.

- Unbudgeted Expenses: Any expense not included in the approved annual budget that exceeds \$100.00 requires a majority vote of the Board.
- Emergency Repairs: The President and Treasurer may jointly authorize emergency expenditures up to \$500.00 for safety or equipment issues that cannot wait for a scheduled meeting, provided the Board is notified within 24 hours.

Section 5.04: Records. The Treasurer shall provide a financial report at every Board meeting.

Article VI: Committees and Discipline

Section 6.01: Disciplinary Committee. The Board shall appoint a Disciplinary Committee as needed to review violations of the Code of Conduct. This committee will provide recommendations for action (suspension/removal) to the Board for a final vote.

Article VII: Conflict of Interest

Section 7.01: Policy. Any Board member who has a financial interest in a contract or transaction presented to the Board must disclose that interest and abstain from the vote regarding that transaction.

Article VIII: Dissolution

Section 8.01: Assets. Upon the dissolution of WYF, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.