



Indiana Girls' Lacrosse Association  
Bylaws

### **Article 1 – Name**

The name of this organization shall be the Indiana Girls' Lacrosse Association (INGLA).

### **Article 2 – Purpose**

The purpose of this organization is to promote and develop the sport of girls' lacrosse in Indiana. It is for educational, training, and charitable purposes. The INGLA also exists to ensure that high school girls have a fair opportunity to play lacrosse in Indiana. Participation of transgender students is defined in the INGLA Gender Policy. The INGLA also prohibits and will not tolerate acts of harassment, discrimination, and bullying. Information regarding harassment and subsequent corrective action plans for incidents of harassment can be found in the USA Lacrosse Anti-Harassment and Discrimination Policy.

### **Article 3 – Membership and Dues**

The INGLA shall have the following levels of membership:

- Varsity High School – a program that is not combined with another school nor contains any players from another school.
- Junior Varsity High School – a program that is not combined with another school nor contains any players from another school.
- Club Varsity High School – a varsity-level program that contains players from more than one (1) school.
- Club Junior Varsity High School – a junior varsity-level program that contains players from more than one (1) school.

High School Teams – The Varsity Head Coach or designee is a voting member of the Board of Directors of the INGLA. High School teams will have either Varsity or Junior Varsity status within the INGLA. In the absence of a Varsity team, the Junior Varsity Head Coach will have voting rights. Teams may compete with any team within the INGLA in accordance with the Competition Rules.

- Membership dues for each Varsity team will be determined on a yearly basis
- Membership dues for each Junior Varsity team will be determined on a yearly basis
- Varsity High School and Junior Varsity High School teams will herein be referred to as “Varsity” or “JV” respectively.
- The INGLA will follow the IHSAA rule #12-4, #12-5, #12-6 on enrollment eligibility as it pertains to alternative schools.

Club High School Teams – The Club Varsity Head Coach or designee is a voting member of the Board of Directors of the INGLA. High School teams will have either Club Varsity or Club Junior Varsity status within the INGLA. In the absence of a Club Varsity team, the Club Junior Varsity Head Coach will have voting rights. Club Teams may compete with any team within the INGLA in accordance with the Competition Rules.

- Membership dues for each Club Varsity team will be determined on a yearly basis

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- Membership dues for each Club Junior Varsity team will be determined on a yearly basis
- Club Varsity High School and Club Junior Varsity High School teams will herein be referred to as “Club Varsity” or “Club JV” respectively.

Membership will entitle Varsity and Club Varsity teams to receive all communications, participate in the state tournament, other competitions, and special events hosted by the INGLA. Membership will entitle JV and Club JV teams to receive all communications and participate in competitions and special events hosted by the INGLA. All Head Coaches, or designees, are required to attend the Fall Coaches’ Meeting and Spring Coaches’ Meeting hosted by the INGLA. These meetings occur each season on dates determined by the executive committee.

Teams Without a Coach – If a team does not have a coach, the team must send a designee to the INGLA Coaches’ Meetings. The designee is a voting member of the Board of Directors of the INGLA. The team will receive communications and invitations to special events hosted by the INGLA. Membership dues for these teams will be determined on a yearly basis.

Teams are eligible to apply for Varsity or Club Varsity status upon meeting all listed requirements to advance to Varsity or Club Varsity status. These requirements include:

1. Completion of at least one (1) full season as JV or Club JV
2. Completion of application for Varsity or Club Varsity status
3. Approval by the majority of current Board of Directors

Definition of Team Affiliation – Each team in the INGLA must be affiliated with a public or private high school. There will be at most one (1) Varsity or Club Varsity team from each high school. A student athlete must participate on the team affiliated with the high school she attends. Students meeting requirements for graduation in less than four (4) years, in a high school with a regular four-year course, shall be eligible to participate as a student athlete in the INGLA during the fourth year, provided they are enrolled in and attend full credit classes for the entirety of the semester(s) or trimester(s) in which the lacrosse season occurs.

Membership Eligibility – In order for a Varsity or Club Varsity team to have voting rights on the Board of Directors, to have a member sit on the Executive Board of Directors, or to participate in the state tournament, the following conditions must be met:

- The team must be a member of the INGLA in good standing with membership fees paid in full.
- The Head Coach must be registered as a Coach in the USA Lacrosse registration system.
- The team must abide by the rules set forth regarding the scheduling of games as defined in the Competition Rules.

All yearly membership dues must be paid by December 15 unless otherwise communicated by the INGLA Executive Committee. The penalty for non-payment of dues includes ineligibility for Varsity and Club Varsity teams to participate in the state tournament for the current season and the following season. All payments will be made as directed by the INGLA Treasurer. Any teams with outstanding membership dues during the season will forfeit all games played until payment is made in full.

### **Article 4 – Board of Directors/Executive Committee/Officers**

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The activities of the INGLA shall be directed by the Board of Directors under the leadership of an Executive Committee comprised of an elected President, Vice President, Secretary, Director of Tournaments, Director of Development, Treasurer, and Officials Representative. A Director of Awards and the Past President will serve as non-voting members on the Executive Committee.

The elected positions of the Executive Committee shall serve for a term consisting of two (2) years. The term will begin and end at the Fall Coaches' meeting. No officer shall hold more than one (1) office at a time. The Past President of the INGLA shall serve as a consulting member of the Executive Committee.

Vacancies occurring in an elected office after the Fall Coaches' Meeting shall be filled by appointment by the Executive Committee. In the event the Office of President shall become vacant, the Vice President shall serve as President for the remainder of the term.

Elections for officers shall occur for the position of President and Secretary on the even years and for Vice President, Treasurer, Director of Development, and Director of Tournaments on the odd years. If multiple vacancies occur outside of assigned election years, the Executive Committee may decide to extend the term of one (1) or more officers.

### **Article 5 – Duties of Officers**

The President is a voting member of the Executive Committee and shall preside at all meetings of the INGLA and will act as its official representative.

The Vice President is a voting member of the Executive Committee and shall preside at all meetings of the INGLA and will act as an administrative assistant. In the absence of the President, the Vice President shall act as the INGLA official representative.

The Past President is a non-voting member of the Executive Committee and shall:

- Perform duties as delegated by the President

The Treasurer is a voting member of the Executive Committee and shall:

- Open and maintain a savings and checking account at a reputable bank under the name "Indiana Girls' Lacrosse Association," authorizing the President and the Treasurer to sign checks for dispersal. In the event the President position is vacant, or the President is incapacitated in some manner, the Vice President is authorized to sign checks with the Treasurer. In the event the Treasurer's position is vacant or the Treasurer is incapacitated in some manner, the Secretary is authorized to maintain the savings and checking accounts and to sign checks with the President and Vice President for dispersal. The President, Vice President, and Treasurer are the only individuals authorized to open an INGLA account.
- Maintain the official address of the INGLA.
- Provide financial reports to the Board of Directors and the Executive Committee at all meetings and as necessary.
- Keep a detailed account of all receipts and disbursements, collect and record all dues from each team, and make such disbursements as approved by the Executive Committee.

The Secretary is a voting member of the Executive Committee and shall:

- Record the minutes of all meetings and keep all official records of the INGLA.

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- Be responsible for sending minute notices of all meetings to the Board of Directors.
- Be the custodian of all important documents belonging to the INGLA.
- Manage the website and all other forms of communication and marketing materials.
- Be responsible for training each member program on how to maintain their respective team page.
- Assist other Directors with maintaining their respective pages on the website.

The Director of Development is a voting member of the Executive Committee and shall:

- Manage the growth and development of new high school programs throughout the state.
- Manage the application of new teams to become Varsity or Club Varsity programs.
- Help develop new programs by providing them with assistance and/or managing volunteers.

The Director of Tournaments shall:

- Oversee the planning of the annual playoffs and state tournament as outlined in the approved playoff system and Competition Rules.
- Delegate tasks of operating the state tournament to committee members.
- Be responsible for choosing Semi-State and State Finals facilities.

The Director of Awards is a non-voting member of the Executive Committee and shall:

- Be appointed by the Executive Committee.
- Be responsible for recommending the state awards for the INGLA.
- Be responsible for managing the awards process.
- Be responsible for purchasing annual awards on behalf of the INGLA and assisting with award distribution.

The Officials Representative is a voting member of the Executive Committee and shall:

- Be appointed by the Executive Committee.
- Provide annual rules interpretation meeting for all officials and coaches.
- Manage assigning of all high school games.

### **Article 6 – Meetings and Voting**

The Executive Committee will meet quarterly or more often as deemed necessary by the Executive Committee.

General board membership will have two meetings per year: a Fall Coaches' Meeting in the fall and a Spring Coaches' Meeting in the spring. Dates, times, and locations of these meetings will be specified by the Executive Committee.

The Fall Coaches' Meeting of the INGLA shall be held in the fall of each year. The objectives of this meeting are as follows:

- Elect Executive Committee Officers for the upcoming season.
- Review rules and guidelines for the upcoming season.
- Executive Committee Officers shall give reports pertinent to their duties.
- Other topics may be discussed as is deemed necessary by the Executive Committee.

The Spring Coaches' Meeting of the INGLA shall be held in the spring of each year. The objectives of this meeting are as follows:

- Review Competition Rules for the upcoming season.
- Head coaches or designees as described in **Article 3 – Membership and Dues** for each member program shall review, acknowledge, and sign their acceptance of the Competition Rules.
- Other topics may be discussed as is deemed necessary by the Executive Committee.

Decisions at meetings will be decided by a majority vote of eligible voting members. To have a binding vote, a quorum must be present and will consist of two-thirds of the eligible members. The Executive Committee may call for a vote outside of the designated Coaches' Meetings. In this event, decisions must also be decided by a majority vote of eligible voting members.

## **Article 7 – Committee**

The following is a non-exhaustive list of committees that can be established by the Executive Committee. The Executive Committee will decide which committees are needed on an annual basis. The chairman of each committee will be appointed by members of the committee. If they cannot come to a consensus, the Executive Committee will appoint a chairman.

### **1. Nominating Committee**

- a. Responsibilities
  - i. Develop a slate of officers to be voted on at the Fall Coaches' Meeting.
  - ii. Meet as needed prior to the slating of officers.
- b. Committee Members: The committee will be comprised of President, Treasurer, and Past President.

### **2. Development Committee**

- a. Responsibilities
  - i. Develop the mentorship program to assist interested schools in creating new girls' high school lacrosse teams.
  - ii. Develop and maintain requirements for membership in the INGLA.
  - iii. Connect new programs with established programs that can assist with skill development, understanding of rules, and organizational structure.

### **3. Competition Rules Committee**

- a. Responsibilities
  - i. Communicate new rules and regulations to the membership.
  - ii. Provide the Executive Committee with suggestions for additions, changes, or deletions to the Competition Rules.
  - iii. Collaborate with the officials' association to ensure there are enough officials available for games.

### **4. Bylaws Committee**

- a. Responsibilities
  - i. Develop new bylaws and amendments as needed for the INGLA.
  - ii. Present proposed bylaws and amendments to the membership to receive feedback.

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- iii. Conduct a vote with the membership to approve the proposed bylaws and amendments.

### **5. Communications Committee**

- a. Responsibilities
  - i. Maintain and update the INGLA website and media relations.
  - ii. Ensure game results and player statistics are regularly entered by teams eligible to play in the state tournament.

### **6. State Tournament Committee**

- a. Responsibilities
  - i. Coordinate all aspects of the state tournament event in accordance with the approved playoff system and the INGLA Competition Rules.
  - ii. Delegate tasks of operating the state tournament to members of the INGLA Board of Directors.
  - iii. Be responsible for choosing Semi-State and State Finals facilities.

### **7. Awards Committee**

- a. Responsibilities
  - i. Select appropriate awards for the various events hosted by the INGLA and USA Lacrosse.

### **8. Scheduling Committee**

- a. Responsibilities
  - i. Collaborate with coaches and officials to ensure schedule is balanced with availability of officials.
  - ii. Provide membership with guidelines for scheduling, taking into consideration regular season and playoff schedule in accordance with the Competition Rules.

## **Article 8 – Budget**

Funds collected through membership dues to the INGLA, donations, sponsorships, and grants will be used by the association to:

1. Host the yearly state tournament for High School Girls' Lacrosse.
2. Provide the All-State and All-Tournament Awards.
3. Sponsor clinics for development of skills for players, coaches, and officials.
4. Provide communications for all members (newsletters, mailings, and website).
5. Pay administrative costs (e.g., insurance, website maintenance, taxes)

## **Article 9 – Rules**

Rules for the INGLA will be governed annually by the INGLA Competition Rules as acknowledged each season by the Head Coach of every member program. When there arises a situation for which the INGLA does not have an established rule in the Bylaws or Competition Rules documents, the Executive Committee will vote on the matter.

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The Executive Committee may update the Competition Rules prior to the beginning of the season with a majority vote of the voting Executive Committee members. This vote does not require a quorum of eligible members. The Executive Committee should provide a summarized list of changes to the membership at the Spring Coaches' Meeting, if applicable.

### **Article 10 – Bylaw Adoption**

Any changes to the INGLA Bylaws must be voted on by a quorum of eligible members and pass with a majority.

The Bylaws for the INGLA have been approved by the members on September 12, 2015. Definitions have been approved by all members on September 12, 2015. Amendments to the INGLA Bylaws were approved by the members on February 4, 2017. Amendments to the INGLA Bylaws were approved by the members on February 2, 2019. Amendments to the INGLA Bylaws were approved by the members on February 1, 2020. Amendments to the INGLA Bylaws were approved by the members on February 6, 2021. Amendments to the INGLA Bylaws were approved by the members on February 5, 2022.