

CHUGACH EAGLES WRESTLING CLUB BY-LAWS

ARTICLE I: NAME

Section 1 - The organization shall be known as (Chugach Eagles Wrestling Club) located in the city of (Eagle River) in the State of (Alaska).

ARTICLE II: PURPOSE, MISSION, AND OBJECTIVES

Section 1 - To promote interest in the sport of wrestling among parents and the youth of Eagle River/Chugiak area.

Section 2 - To supervise, sponsor, and financially assist as required, a disciplined and competitive program of wrestling.

Section 3 - To develop in members, the ideals of good sportsmanship, honesty and respect for authority.

Section 4 - To stress the concept of parents and children working and playing together in all club activities so that the family may be strengthened in the process.

ARTICLE III: MEMBERSHIP

Section 1 - A youth desiring active membership will be registered at the first club activity that he/she attends and reviewed at the next meeting of the club officers. This is typically during initial registration for the freestyle season during February.

Section 2 - If one or more youths in a family are members, the parents in that family are considered members of the club and shall have voting privileges. Each parent may cast a vote.

Section 3 - Membership period shall be from initial registration through August 31st. For subsequent or continued involvement with the club membership shall be considered for an annual period, September 1st through August 31st to coincide with USA Wrestling membership period.

ARTICLE IV: OFFICERS

The officers shall be voting members of the club in good standing and shall be the governing body of the club.

Section 1 - The officers shall be: President, Vice President, Secretary, Treasurer, and Public Relations director.

Section 2 - Officers shall be elected annually by the voting members at the annual General membership meeting. The President, Treasurer, and Public Relations positions will be elected for two years and the Vice President and Secretary for one year.

Section 3 - Term of office shall be two (2) years with the elections of the President, Treasurer and Public Relations; Vice President and Secretary staggered yearly.

Section 4 - Officers shall hold office until: (a) the successor is duly elected, (b) death or disability, (c) resignation or (d) removed from office by a 3/5 majority of the officers of the club.

Section 5 - A vacancy for any reason shall be filled by appointment of the remaining officers until the next general (May) meeting.

ARTICLE V DUTIES OF BOARD OF DIRECTORS

Section 1 - The President shall supervise all the business affairs and enforce all of the rules of the club. He/she shall preside at all business meetings and assure that an orderly and complete meeting is conducted. He/she will attend all Alaska USA Wrestling general membership meetings as well as represent the club at the Alaska USA Wrestling tournament scheduling meeting. The President will be responsible for setting up/contracting for a practice location, coordinate and sign rental agreements, ensure facility access, cleaning, and security. He or she will get approval from the board to purchase any/all club related equipment. The President will be responsible for storing the club's trailer and mats during the off season. He/she is also responsible for acquiring/borrowing mats so the club has two complete sets of mats during the season. If the club hosts a tournament the President is responsible for assigning a tournament director. He/she will support and train new President. The president will conduct a new to wrestling parent meeting annually at the start of the season. The President may be a signer on all checks issued on behalf of the club.

Section 2 - The Vice President shall assist the President in the performance of his/her duties. **In the absence of the President, the Vice President shall perform the duties of the President.** The Vice President shall also perform other duties as assigned by the President to include representing the club as the lead pairing official, ensuring the club has an adult mat official, conduct satellite weigh-ins, and be a signer on the satellite weigh-in tournament entry forms. The Vice President may be a signer on all checks issued on behalf of the club.

Section 3 – The Secretary will record the minutes of all meetings and prepare a copy of such minutes for the permanent record before the next meeting or club publication. The Secretary is responsible for membership lists, updating records, and correspondence of the club as well as ensuring there is a first aid kit at all practices, and annually register the club with AUSAW. The secretary will assist during the member's annual registration and assist with team apparel orders. The secretary is also responsible for submitting the biennial report to the State of Alaska, Division of Corporations, Business and Professional Licensing, Corporations Section, for the club to remain compliant in accordance with its Domestic Nonprofit Status.

Section 4 - The Treasurer will maintain the financial records of the club and prepare checks as directed by the board or President. The Treasurer shall make deposits and give a current financial report at each meeting. Recommends registration fees each year, based on analysis of insurance cost, tournament fees, equipment expenditures, and facility rental fee, which will be approved by the board. The treasurer will ensure checks are written for each tournament registration fee and equipment is purchased as needed. The Treasurer will lead the member's annual registration and purchase the team apparel. The Treasurer should be a signer on all checks issued on behalf of the club.

Section 5 – The Public Relations Director shall maintain the teams' website, online registration, and team Facebook page. The PR director also creates, updates, and maintains the Welcome packet. They are also responsible for team advertising, heading any fundraising events and the team newsletter.

Section 6 – The Coaching director will be chosen by the board of directors. He/she is responsible, with approval from the board, for recruiting a head coach, and assigning assistant coach duties and responsibilities, scheduling coaches for practice and tournaments for both younger and older groups, designing a season long training regimen for the team, setting team goals and milestones, ensuring coaches have all of their qualifications (coaching card, Bronze or Copper certification and concussion certification training), be committed to work toward a consistent winning program, be a signer on the satellite weigh-in tournament entry forms, and conduct a coaches clinic at the beginning of the season outlining guidelines and expectations.

Section 7 – The Member at Large will be the voice of the club membership at board meetings addressing any concerns or observations.

Section 8 - The Board of Directors shall consist of the Officers of the Organization (President, Vice President, Secretary, Treasurer, and the PR director), the Coaching Director and one Member at Large. The Coaching Director and the Member at Large, although not officers of the club, are part of the Board of Directors. They each have board voting privileges and shall each be elected annually at the general membership meeting.

ARTICLE VI: MEETINGS

Section 1 - The board shall meet before and after the freestyle season, typically January and May respectively, or as necessary to conduct the orderly business of the club. A general membership meeting will be held annually in May, after the annual "end of season" picnic. The January meeting will also be when the board of directors chooses the clubs team apparel, singlets, shirts, spirit wear, and coaches' shirts.

Section 2 - Upon notification by the President, the Secretary shall notify all board members ~~***Edited 1/26/2020*** by phone or mail of the time and the place of all meetings other than those regularly scheduled.~~ **of any unscheduled meetings. ***end of edit**

Section 3 - All meetings shall be run in an orderly manner. No member may have the floor for discussion unless recognized by the Chairperson. Roberts Rules of Order should be followed as close as possible.

Section 4 - Note: As a non-profit organization our meetings are subject to the "Open Meetings Act" of Alaska.

***Edited 1/26/2020**

Section 5- Members of the board of directors or any committee designated thereby may participate in a meeting of the board or committee by means of electronic transmission such as a conference telephone or similar communications equipment by means of which all persons participating in the meeting can communicate concurrently/simultaneously and participation by the means shall constitute presence in person at a meeting.

* "electronic transmission" means any form of communication, not necessarily directly involving the physical transmission of paper.

* In the event that a meeting is held electronically the secretary shall create a record of said meeting that may be retained, retrieved, and reviewed by all board members of the communication and that may be directly reproduced in paper form by a recipient through an automated process.

* any voting response needs to be completed within 48 hours of an electronic meeting.

End of Edit

ARTICLE VII: QUORUM

Section 1 - A quorum shall consist of approximately 50% (5 out of 9) of the board members present to conduct ordinary business. A 2/3 majority vote by the board of directors is necessary to amend, add, or replace any article in these by laws.

ARTICLE VIII: ELECTIONS

Section 1 - Elections for new officers will be held in (May) of every year, after the end of season picnic.

Section 2 - A nominating committee, appointed by the President, shall meet prior to the election meeting to prepare a slate of candidates for offices. Upon email notification from the club to the members notifying them of an upcoming election, potential candidates must submit their request to be considered for a board position via email or in person to the club secretary. If any members on the slate of candidates are unable to attend the board meeting, it will not prohibit them from being a candidate. If there are open positions that do not have any candidates, nominations may also be taken from the floor by any general voting members present. ***All nominees must be present for nomination, unless they have previously declared themselves a candidate via email or in person to the nominating committee.***

Section 3 - An election will be held for each contested office with the President and Secretary responsible for the counting of the votes.

ARTICLE IX: FINANCES

Section 1 - Contracts – Only the Officers of the club may authorize contracts on the part of the organization.

Section 2 - Loans – No loans may be contracted on behalf of the Club and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Officers. Such authority may be general or confined to specific instances.

Section 3 - Checks – ~~***Edited 1/26/2020***All checks will be signed by the Treasurer, President, and/or Vice President. All checks over \$500 require two signatures. All checks will be signed by the Treasurer, President (or Vice-President if the President is absent or unable to do the duties of the President). All Checks over \$500 require two signatures. The only exception to this rule is Tournament checks which will be signed by either the Coaching Director or Head Coach regardless of cost. ***End of Edit***~~

Section 4 - Deposits – All funds of the Club not otherwise employed for its purpose shall be deposited from time to time to the credit of the Club in such banks or other depositories as the Board of Directors may select.

Section 5 - Financial Audit – The Officers will appoint a qualified member or agent to conduct an annual audit, to be performed in May following the freestyle season, of the income and expenses of the organization.

ARTICLE X: DISCIPLINE

Section 1 - Method of Procedure: Any member or members having a complaint against another member for the infraction of any provision of these Bylaws or club rules, as for conduct injurious to the welfare of the Club, may report the same in writing to the Officers of the club. Such complaint shall set forth the facts of the case, together with the names of the witnesses, if any. After receiving such complaint, a meeting of the Board of Directors shall be held as soon as practicable to investigate it. The complainant or complainants, and the member complained of, shall receive at least seven (7) days' notice, of such meeting, and may be heard with their witnesses. The statements and evidence shall be reduced to writing and filed with the Secretary, and they shall mail copies thereof to the complainant or complainants, and to the member complained of. An appeal from the decision of the Board of Directors may be taken to the Club general membership within seven (7) days thereafter, by serving upon the Secretary a written notice of such appeal. A special meeting shall thereupon be called for the consideration of the case, and a 2/3 vote shall be necessary to reverse the decision of the board of Directors.

(Chugach Eagles Wrestling Club) MISSION
STATEMENT

To promote interest in the sport of wrestling among parents and the youth of (Eagle River/Chugiak) and to supervise, sponsor and financially assist a disciplined and competitive program of wrestling. We will endeavor to develop in the member's the ideals of good sportsmanship, honesty and respect for authority and to stress the concept of parents and children working and playing together in all club activities so that the family will be strengthened in the process.

Signed: James Inguagiato Date: 01/26/20
Position: President

Signed: Roger Zeiler Date: 01/26/20
Position: Vice President

Signed: Jennifer Inguagiato Date:
01/26/20 Position: Secretary