

# ROMULUS ATHLETIC CLUB BY-LAWS

## BY-LAWS

### ROMULUS ATHLETIC CLUB

A NON-PROFIT CORPORATION ORGANIZED UNDER THE LAWS OF THE  
STATE OF MICHIGAN

#### ARTICLE I - NAME

The name by which this club shall be known is the Romulus Athletic Club

#### ARTICLE II - OFFICE

The registered office shall be located at the residence of the president of the club. The mailing address will be P.O. Box 575, Romulus, MI 48174

#### ARTICLE III - PURPOSE

To promote citizenship, sportsmanship, fellowship, and physical development among the youth of the city of Romulus. To sponsor and promote organized sports events for these children. This includes football teams eligible to play in the Downriver Junior Football League, or any similar football league, which may be formed. Players to be selected on a first come first serve basis with preference to the previous years' participants who will be given the option of pre-registration. To purchase and own athletic equipment and facilities necessary to the sponsorship of this sport.

To promote the physical, mental and moral development and well being of youth, without regard to race, creed, color, or religion by providing the means through which the individual shall receive education and instruction in sports programs: and the purpose of setting up such a program will be to develop a sense of fair play, honesty, fair competition and true sportsmanship: Further that the protection of the emotional health and welfare shall be attained by emphasis upon equal competitive standard scientifically determined, rather than upon the winning of games or any other adult competitive standard.

To assist members with publicity in fund raising promotions, upon their request; to establish uniform playing rules for all members; to schedule participation of members on a equitable basis; to promote the growth of this type of activity amongst more and more youth of the community.

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## ARTICLE IV - MEMBERSHIP

Any person sincerely interested in active participation to affect the objective of the organization may apply to become members.

Any person who is a mother, father or legal guardian of children who are eligible to participate in the program of the Romulus Athletic Club, or any interested participant therein of authorized neighboring communities, all of good moral character and conduct, shall be eligible for membership in this organization and shall become a member in good standing thereof by paying the annual dues as hereafter provided. Such dues when paid shall entitle the member to one (1) vote at every regular and special meeting of the members.

The dues shall be a maximum of \$3.00 due and payable annually between September 1 and August 31 of each calendar year. The Board of Directors shall determine the amount.

Written notice shall be sent to all members who have failed to pay their annual dues at least one month before the annual meeting. The membership, and voting privileges, of any member who shall fail to pay the annual dues on or before the anniversary date indicated on his or her membership card shall automatically cease and terminate without further action.

The secretary shall compile and maintain a roster of members in good standing together with their addresses. This roster shall be available for examination by any member in good standing upon two (2) days written notice to the secretary.

## ARTICLE V - ANNUAL MEETING OF MEMBERS

The annual meeting of members shall be held on the Monday prior to the last football game of the season, and the new officers will take over on January 1 at such place and time within the limits of the City of Romulus as the Board of Directors may direct. The major portion of business at that meeting being the election of the Board of Directors for the forth-coming year.

Notice of the date and place of the annual meeting shall be published in the local daily or weekly paper, at least one (1) week prior to the date set for the meeting and in addition written notice shall be mailed to each member in good standing at least one (1) week prior to the date set for the meeting. Said notice to be mailed to the addresses of the members as it appears on the books of the club.

The affirmative of a majority of those members present shall be required to carry any motion or resolution.

The order of business at the annual meeting shall be as follows:

- 1. Roll Call**
- 2. Proof of notice**
- 3. Reading of minutes of last meeting**

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4. **Report of: President**  
    **Vice President**  
    **Treasurer**  
    **Secretary**  
    **Others**
5. **Election of Directors**
6. **Transactions of other business**
7. **Adjournment**

However, provided that the presiding officer may vary the order of business at his discretion, in the absence of any objection.

A copy of the minutes of the annual or any special membership meeting plus a copy of any amendments, deletions, additions or other changes to the by-laws shall be read at the following general meeting.

## **ARTICLE VI - SPECIAL MEETING OF MEMBERS**

A special meeting of members may be called at any time by the president. A majority of the Board of Directors, or upon written petition of at least 10% of the members in Good standing. Said meeting shall be called only upon notice given in accordance with the requirements of Article V.

## **ARTICLE VII - ELECTION OF BOARD OF DIRECTORS**

The Board of Directors shall be elected by the membership at the annual meeting of members. The Board shall consist of at least 11 elected members.

Upon written petition of at least ten (10) percent of the members in good standing received by the secretary at least two (2) weeks prior to the annual meeting of members, additional members in good standing may be made nominees to the Board of Directors for the ensuing year.

The secretary shall cause the names of all nominees to the Board of Directors to be placed upon a ballot, and only that ballot, shall be available for use in the election.

1. At the close of the balloting, the President shall appoint three (3) members as judges of the election who shall count the ballots and inform the President of the results of the election, and the President in turn shall announce the results to the membership assembled.
2. In case of the casting of an equal number of votes leaves undetermined one or more places on the Board of Directors, the determination of who shall serve will be made by hand vote of the general membership.
3. At least five (5) of each Board of Directors of the Directors elected must be a member of the retiring board. Those five (5) members of the retiring Board who receive the greater number of votes shall be automatically elected. Of the remaining candidates,

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the six (6) who have the greatest number of votes shall be elected. In addition to this, the Rotary Club and Jaycees affiliated with the RAC will be allowed to send two (2) representatives to serve on the Board of Directors. The only stipulation being, these representatives must serve the entire year and be subject to the same powers and limitations as other Board members, even though they are not elected by membership.

## **ARTICLE VIII - THE BOARD OF DIRECTORS**

The Board of Directors and officers thereafter elected shall manage the business, property and all affairs of this club.

Vacancies in the Board of Directors shall be filled by appointment made by the remaining Directors, which appointee shall remain a director until he or she or a successor is elected and qualified at the next annual meeting of members.

The Board of Directors shall have the power to appoint such other officers or agents as the Board shall deem necessary for the proper transaction of business of the club. And any officer or agent so appointed may be removed by a majority vote of the Board. Whenever it is the sole judgment of the Board, it is to the best interest of the club.

The Board of Directors at the second meeting shall remove any Director absent two (2) consecutive regularly scheduled meetings as a Director upon approval. This is to be the last item of business at the meeting.

A Director may have himself relieved from the Board by submitting his request in writing to the Board and a majority acceptance vote of the Board.

A Director may be removed from the Board upon proof of just cause and a unanimous vote of all the remaining members of the Board when it is deemed to be the best interest of the organization.

## **ARTICLE IX - MEETING OF THE BOARD OF DIRECTORS**

The Board of Directors shall meet upon written notice at least quarterly. At such time and place as the Board of Directors shall determine.

Within thirty (30) days of the annual meeting of member, the Board of Director elect at said meeting shall convene at an organizational meeting at such time and place as the Board shall determine, at least one purpose of the said meeting being the election of officers.

The presence in person of a majority of elected directors shall be necessary to constitute a quorum for the transaction of business at any meeting of the Board of Directors, whether regular or special. The affirmative vote of a majority of the directors present in person shall be required to carry any motion or resolution except as provided below.

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The Directors may collectively or severally consent to, or ratify in writing any action taken by the club and when such action has been consented to, or ratified, such action shall be a valid club action, as though it had been authorized at a meeting of the Board of Directors.

Notice of the time, place of, and purpose of any meeting of the Board of Directors may be waived by any director in writing prior to or following any meeting and such written waiver shall constitute a ratification of any action taken at such meeting.

A copy of the minutes of each Director meeting shall be distributed to each Director.

## **ARTICLE X - SPECIAL MEETING OF THE BOARD OF DIRECTORS**

A special meeting of the Board of Directors may be called by the President or at least three (3) Directors upon written notice stating the time, place and purpose of said meeting, which notice shall be given at least one (1) week prior to the date established for the meeting, unless said notice is waived as herein above provide.

## **ARTICLE XI - OFFICERS**

The officers of the club shall be President, Vice-President, Secretary and Treasurer, elected by the Board of Directors at their organizational meeting and such other officers, as the Board may deem necessary.

### **President**

The President shall be the chief executive officer for this club and shall preside at all meetings of the Board of Directors and members. The President shall have general supervision over all business activities of this club and shall be responsible for the effectuation of all policies stated by the Board, and all orders and resolutions pursuant thereto. The President shall appoint the members of all committees and shall be and Ex-officio member thereof.

### **Vice-President**

The Vice-President shall assist the President whenever possible and take over the Presidents Duties in his absence.

### **Secretary**

The Secretary shall preserve in the books of this club the true minutes of the proceedings of all the meetings of the Board of Directors and all meetings of members. The Secretary shall give all notices required by these by-laws, resolutions or statues of the State of Michigan. The Secretary shall maintain a complete roster of all Members in good standing together with their addresses and telephone numbers.

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## **Treasurer**

The Treasurer shall have custody of all club funds and shall keep full and accurate accounts of all receipts and disbursements of the club in books belonging to the club and shall deposit all moneys in the name of the club in such depositories as may be designated for that purpose by the Board of Directors. The Treasurer shall disburse the funds of the club as authorized by the Board taking the proper vouchers for the same and shall render to the Board at their regular meeting and whenever requested by them, an account of all his transactions and of the financial conditions of the club.

## **OTHER OFFICERS**

Other officers appointed by the Board from time to time, shall have such duties as the Board may designate at the time of their appointment.

The officers shall be elected at the organizational meeting of the Board in accordance with procedures established by the Board, and shall serve for a period of one (1) year or until their successor have been elected. Any eligible officer may be re-elected.

If a vacancy occurs in any office, The Board shall fill the vacancy at the next regular meeting of the Board or at a special meeting called for that purpose.

The officers of this club shall constitute the executive committee along with the chairman of all standing committees.

## **ARTICLE XII - REMUNERATION**

No Director, Officer, Chairman, Committee member or members shall receive remuneration, monetary or otherwise for service rendered to the club.

## **ARTICLE XIII - EXECUTION OF INSTRUMENTS**

### **Orders to Pay**

All checks, drafts, money orders and all other orders to pay shall be signed by the treasurer in the name of the club and shall be countersigned by such other officers or agents as the Board of Directors shall from time to time designate for that purpose.

### **Instruments**

Any contracts, conveyance or other instruments authorized by the Board of directors may be executed by the President and Treasurer in the name of the club, unless the Board shall specifically designate other officers or agents to execute and instrument in behalf of the club. The Board shall have the authority to execute any instrument in behalf of the club.

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## ARTICLE XIV - AMENDMENTS

These by-laws may be amended, added to or repealed by the affirmative vote of a majority of the members at any regular or special meeting of members provided that notice of said meeting shall include a specification of the proposed amendment thereof, addition thereto or repeal thereof in suitable form.

## ARTICLE XV - DISBANDMENT

In the event the Romulus Athletic Club should for any reason disband, all funds and equipment are to be turned over to the local school system for uses as they see fit (preferable in youth programs).

## ARTICLE XVI – BACKGROUND CHECKS

As a requirement for membership in the Downriver Junior Football League it is required that all Agents, Board of Directors, and Coaches of the Romulus Athletic Club be subjected to a Criminal History Background Check.

- If the Criminal History Background Check reveals conviction in the past seven years involving a violent offense

Or

- If the Criminal History Background Check reveals a conviction occurring at anytime involving a sexual offense
- The individual will not be eligible to participate in any activities associated with the Romulus Athletic Club that would bring them into close contact with a child that participates with activities sponsored by the organization.
- This will specifically exclude the individual from participating in:
  - Board of Directors
  - Coaching Activities
  - Cheerleading Director
  - Announcer
  - Clock Operator
  - Or any other activity that the Romulus Athletic Club Board of Directors decides.

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## **ARTICLE XVII - RULES FOR CONDUCTING BOARD MEETINGS.**

The current edition of Robert's Rules of order will be used for Parliamentary procedure unless the club has otherwise stated procedure in these by-laws or elsewhere.