



**AMENDED AND RESTATED BYLAWS  
OF  
RECREATION COUNCIL OF EVESHAM TOWNSHIP, INC.**

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**1. MRC Name**

- 1.1. The name of the corporation shall be “RECREATION COUNCIL OF EVESHAM TOWNSHIP, INC.” The corporation may operate under the name “MARLTON RECREATION COUNCIL,” which may be abbreviated to “MARLTON REC COUNCIL” or “MRC.”

**2. Preamble and Corporate Purposes**

- 2.1. The Marlton Recreation Council is organized as a nonprofit MRC exclusively for charitable, educational, and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or the corresponding provision of any future United States internal revenue law (the “Code”). The Marlton Recreation Council is not organized and will not be operated for and does not contemplate pecuniary gain or profit, incidental or otherwise.
- 2.2. The Marlton Recreation Council is not a union or affiliated either directly or indirectly with any labor union, nor affiliated with any organizations, and is not an extension of any executive, legislative or judicial branch of local, state, or federal governmental bodies. The Marlton Recreation Council endeavors to recognize the recreational aspects inuring to the children of Evesham Township; striving to cultivate sportsmanship, fair play and desiring to foster and encourage interest and participation while maintaining the highest degree of discipline, honesty and integrity among all participants.
- 2.3. The purposes of the Marlton Recreation Council shall be to:
- 2.3.1. establish, operate, and maintain recreational activities in the Township of Evesham, including, but not limited to, design and improvement of existing and new areas and facilities and such activities which relate to those areas and facilities.
- 2.3.2. provide and instruct athletic, sporting, and recreational events to boys and girls residing in Evesham Township, within the scope of the Marlton Recreation Council’s financial means, physical requirements, and availability of playing fields, gymnasiums, or other arenas of competition.
- 2.3.3. maintain supervision and guidance at all levels of instructive and competitive events.
- 2.3.4. promote the spirit of fair play, teamwork, and sportsmanship.
- 2.3.5. cooperate with other organizations with like interests.
- 2.4. Unless otherwise provided in the Certificate of Incorporation of the MRC or in these Bylaws, the Marlton Recreation Council will have all of the powers conferred by the laws of the State of New Jersey upon the MRC, to be exercised solely in furtherance of its charitable purposes.

**3. Membership in the General Body of the MRC**

- 3.1. Membership in the general body of the MRC (the “General Body”) shall be comprised of all individuals meeting the following eligibility requirements.
- 3.1.1. All individuals participating in any of the MRC’s programs, in any fashion, manner or method, regardless of effort required, time involved, or duration of this participation. Such participation includes, without limitation, being a parent or guardian of a child participating in one of the MRC’s programs, being a volunteer coach, manager, or assistant in one of the MRC’s programs or being a Trustee of the MRC.
- 3.1.2. Membership shall be restricted to individuals eighteen (18) years of age or older.



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3.2. Term of Membership

3.2.1. Membership shall have no fixed expiration date and individuals shall remain members for as long as they meet all eligibility requirements.

3.3. Membership

3.3.1. Voting Members shall comprise those members who have attended a minimum of six (6) regularly scheduled meetings of the MRC during the one-year period immediately preceding the date upon which membership status is being established.

3.3.2. Only those members who qualify as Voting Members may cast a vote, initiate a motion on the floor, second a motion made by another Voting Member or be nominated for a position on the Executive Board.

3.3.3. Current Executive Board members and Trustees shall be considered Voting Members. Executive Board members and Trustees, including those who have served prior to April 2022, shall be considered Voting Members in perpetuity upon completion of their elected term.

3.3.4. Each sport shall be granted two voting member positions: The Sport Commissioner and Sport Treasurer shall be considered a Voting Member for as long as they serve in their respective roles. If the Sport Commissioner and Sport Treasurer are already Voting Members under another bylaw provision, these positions cannot be afforded to another sport member.

3.3.5. All Hall of Fame Inductees shall be deemed Voting Members in perpetuity.

3.3.6. No Voting Member shall have the authority to cast more than one vote.

3.3.7. All Voting Members must be members in good standing. Member in good standing means a member who has not had their membership suspended or been expelled from the organization.

3.3.7.1. Any Executive Board member, Sports Commissioner, Sports Board member or Coach that have been removed from their position for cause by the Trustees or Executive Board shall not be considered in good standing for a period of 365 days since they were removed from their position, and they are ineligible to vote for that period. Voting rights can be earned again in accordance with 3.3.1

3.4. Only Voting Members are eligible to do the following:

3.4.1. Nominate Executive Board Officers or Trustees to a slate for pending elections.

3.4.2. Cast vote for election of Executive Board Officers and Trustees.

3.4.3. Propose or second any motions or amendments.

3.4.4. Cast vote for or against any motion or amendment.

3.4.5. Cast vote for approval or rejection of any Executive Board Decision or action

3.4.6. Propose to adopt or to second Secretary's minutes of the General Meeting, the Executive Board, and the Treasurer's report.

3.4.7. Become a nominee for Executive Board Officer.



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3.4.8. If eligible, may cast his/her vote one General Body meeting earlier or before the next regularly scheduled MRC meeting during his/her absence. Such vote is to be in writing bearing his/her signature and presented to the Secretary.

3.4.9. Should a Voting Member be on MRC business at the same time as the regularly scheduled meeting and cannot attend the regular meeting because of such MRC business, the Secretary will sign the member as present for that meeting, after the Chair notifies the General Body that the Voting Member could not be present due to other MRC business.

**3.5. Meetings of the General Body**

3.5.1. The MRC will hold regular monthly meetings.

3.5.2. The President or Executive Board may call special meetings of the General Body at any time.

3.5.3. Whenever a General Body meeting date is changed, appropriate notice shall be given by email and/or posted on the MRC's website and appropriate social media.

**4. Trustees**

4.1. Except as otherwise provided by law, by the articles of incorporation, or by these Bylaws, the Trustees shall have and exercise full power and authority to do all things necessary and expedient in the governance, management, and control of the business and affairs of the MRC.

4.2. There shall be five (5) trustees. In the event there is an even number of trustees and a decision ends in a deadlocked vote, the President of the MRC will cast the tiebreaking vote.

4.3. The General Body shall elect individuals to serve as the Trustees of the MRC. Trustees are selected by the General Body based upon their dedication to the MRC and its purposes and their ability to serve the needs of the MRC effectively.

4.4. Voting Members may nominate individuals to serve as Trustees and the Voting Members shall elect or re-elect Trustees during the annual election for any Trustees whose terms are expiring.

4.5. There will be no limit to the number of nominees.

4.6. Nominees do not have to be past or present members of the MRC, however, no Trustee can serve as an Executive Board Officer, Sport Commissioner or Sport Treasurer during their term as a Trustee.

4.7. In the event of a resignation of Trustee, the Executive Board will nominate a replacement and a vote of the General Membership will occur at the next General Meeting. A simple majority vote in the affirmative will appoint that person as Trustee to serve the remainder of the vacated term.

4.8. The Trustees shall have the right to remove a Trustee for cause by majority vote of the Trustees.

4.9. The General Body shall have the right to remove a Trustee for cause by a vote of seventy-five percent (75%) of the Voting Members at any duly called meeting of the General Body.

4.10. The Trustees shall hold meetings at such times and places as designated by the Trustees, but no less than quarterly. Special meetings of the Trustees may be called at any time by the President of the MRC, or upon the written request of twenty-five percent or more of the Trustees delivered to the Secretary.

4.11. Notice of every meeting shall be given to each Trustee by means of written, telephonic, or similar communications equipment prior to the meeting.



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- 4.12. At all meetings of the Trustees, a majority of the Trustees in office shall be necessary to constitute a quorum for the transaction of business. The acts of a majority of the Trustees present at a meeting at which a quorum is present shall be the acts of the Trustees as a body.
- 4.13. Trustees may appoint one of their own members to be Chairperson of the Trustees.
- 4.14. Trustees shall have the authority to cause an auditing on the banks, books and all other contracts, documents, ledgers, and papers pertaining to the business and property of the MRC. Should such an audit be conducted, the Trustees shall report the findings of such audit at the next regularly scheduled meeting of the General Body. The Trustees may be asked by the President to conduct individual committee audits as needed; however, the Trustees will report those findings to the General Body only and not to the President or the Executive Committee separately.
- 4.15. In the event of dissolution of the MRC, the Trustees shall be responsible for the transfer of all funds, equipment, supplies, and property for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or to the Township of Evesham for their continuance of recreational programs substantially similar to those recreational programs of the MRC.

**5. Officers**

- 5.1. The officers and order of officers of the MRC shall be:
- 5.1.1. President
  - 5.1.2. Vice-President
  - 5.1.3. Treasurer
  - 5.1.4. Recording Secretary
  - 5.1.5. Director of Athletics
  - 5.1.6. Director of Safety
  - 5.1.7. Director Public Relations
- 5.2. The above positions shall be termed the Executive Board.
- 5.3. Removal of Officers
- 5.3.1. The Trustees have the sole power to remove any officer of the Executive Board for cause.
  - 5.3.2. The Executive Board, through a simple majority vote, will name a replacement to the Executive Board to fill the unexpired term of any officer so removed.
  - 5.3.3. If the President is removed from office, the Vice-President will assume the role of President of the MRC and will fill the unexpired term of the Vice-President in accordance with the rules set forth in these Bylaws.
  - 5.3.4. If an officer is removed from office, they will not be eligible to serve as an officer at any time in the future.



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**6. Nomination and Election of Executive Board and Trustees**

- 6.1. Nominations for the Executive Board and Trustees shall be solicited from the Voting Members at the General Meeting in January under New Business and again in February under Old Business.
  - 6.1.1. Nominated members need not be present to accept the nomination. An acceptance of the nomination shall be provided to the Recording Secretary 14 days in advance of the March meeting. If no correspondence is received by the Recording Secretary, it is assumed the nomination has been declined.
  - 6.1.2. All nominees must be eligible Voting Members.
    - 6.1.2.1. Any Executive Board member, Sports Commissioner, Sports Board member or Coach that have been previously removed from their position for cause by the Trustees or Executive Board shall not be eligible to hold office and their nomination shall be void.
- 6.2. After the February General Meeting, the Secretary will verify nominee eligibility and publish the list of nominees on the MRC website 14 days in advance of the March General Meeting date.
- 6.3. With the last order of New Business at the March General Meeting, elections will be conducted. The Recording Secretary will issue ballots to the Voting Members and count the returned ballots for the election process in the year where he/she is not up for election; the Vice President will issue and count the ballots for the election process in the year where he/she is not up for election.
- 6.4. The Executive Board Officers and Trustees shall be elected to each position by the Voting Members by a simple majority vote of ballots cast by those present at the March meeting and by any absentee ballots as prescribed in 6.4.1
  - 6.4.1. Any eligible Voting Member may request an absentee ballot from the Recording Secretary in advance of the March General Meeting. The completed absentee ballot must be returned to the Recording Secretary in advance of the March General Meeting.
- 6.5. The term of the newly elected Executive Board members and Trustees will begin upon the conclusion of the March General Meeting.
- 6.6. The term of the Executive Board officers shall be for two (2) years staggered to expire at the March General Meeting, and upon conclusion of the elections.
  - 6.6.1. The President, Vice-President and Director of Public Relations will be elected in one year. The Treasurer, Secretary, Director of Athletics and Director of Safety will be elected in the opposite year.
  - 6.6.2. Beginning with the March 2023 election, the term of President, Vice-President and Director of Public Relations will be for one year, with the Treasurer, Secretary, Director of Athletics and Director of Safety for two years, expiring March 2025, as to stagger the election terms for two-year terms.
- 6.7. If an Executive Board vacancy arises at any time, the Executive Board may elect to fill the vacated position with a qualified candidate by a simple majority vote of the Executive Board. The vacated position would then be filled at the next scheduled March election, and the term of the position will be that which is necessary to match the staggered terms noted in 6.6.2.
- 6.8. There is no term limit for Trustees or Executive Board members.
- 6.9. 3/5th of the Trustees elected in 2023 shall serve for a term of one (1) year. All other Trustees elected in 2023 shall serve for a term of two (2) years. Thereafter, each Trustee shall serve for a term of two (2) years or until his or her successor is elected.



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**7. Duties of Officers**

7.1. President

- 7.1.1. Preside over all meetings of the General Body and the Executive Board.
- 7.1.2. Shall assume responsibility for and serve as Chairperson of the Executive Board and shall be a member ex-officio of all committees.
- 7.1.3. Shall enforce and maintain strict compliance with these Bylaws and such policies, rules and regulations as may be adopted, at all functions and activities of the MRC.
- 7.1.4. The President shall nominate all standing and special committees and / or chairpersons as necessary for the administration of the MRC and its programs. This responsibility may be delegated to those members of the Executive Board whose jurisdiction overrides that of the standing or special committee. The Executive Board will confirm the nomination with a simple majority vote. Likewise, removal of a chairperson shall be in the same manner, with confirmation of removal through a simple majority vote of the Executive Board.
- 7.1.5. May be the deciding vote by abstaining, casting, or recasting his/her vote either for the passage or defeat of motions duly approved and seconded or for the election of officers or Trustees during the General Body meeting in September. The President's vote is still counted only once in the final vote tally.
- 7.1.6. May call special meetings when deemed necessary by the Executive Board and/or the Active Voting Members, after arranging for and posting notice of such meeting on the website, via social media and email 24 hours prior to such a meeting.
- 7.1.7. Shall be responsible for all standing committees and special committees and shall be responsible for insuring committee meetings are held and their recommendations are forwarded to the Executive Board or General Body.
- 7.1.8. Shall maintain all information pertaining to this office in an electronic or hardcopy format belonging to the MRC.
- 7.1.9. At the expiration of the term in office, the President shall deliver to his/her successor, all information in his/her possession that pertains to the Office of President and the operation and administration of the MRC.

7.2. Vice-President

- 7.2.1. Preside at all meetings of the MRC and the Executive Board in the absence of the President.
- 7.2.2. To carry out delegated duties assigned by the President.
- 7.2.3. Shall be responsible for all standing committees and special committees under the direct jurisdiction of this office and shall be responsible for insuring committee meetings are held and their recommendations are forwarded to the Executive Board or General Body.
- 7.2.4. Shall be responsible for all insurance requirements of the MRC.
- 7.2.5. Shall be responsible for the Recreation Council's building and property within, with the exception of the athletic equipment and Kessler Field.
- 7.2.6. Shall allow or disallow the use of the building by committees or groups within the Marlton Recreation Council or outside the Marlton Recreation Council.



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7.2.7. Shall be responsible for all security of the building and grounds known as the “Kessler” Complex.

7.2.8. At the expiration of the term of office, the Vice-President shall assist the new Vice President with transition, as needed.

7.3. Treasurer

7.3.1. Shall preside at meetings of the General Body or Executive Board in the absence of both the President and Vice-President.

7.3.2. Shall sign checks for payments, after verifying proper documentation, in hard copy or electronic form, and adequate funds in accounts from which payment is drawn.

7.3.3. Shall monitor General and Administrative spend and report on variances from the annual budget on a monthly basis.

7.3.4. Shall present a report of the financial condition of the MRC, to all members present, at each regularly scheduled meeting of the General Body.

7.3.5. Shall be responsible for ensuring adequate financial controls, processes and separation of duties are in place that will adequately identify fraud or other financial irregularities.

7.3.6. Shall, where necessary, coordinate resources to investigate cases of fraud and present an action plan to the Board

7.3.7. Shall develop relationship with the Bank and act as liaison between the Bank and the MRC.

7.3.8. Shall be responsible for the collection and review of annual budgets from the individual sports.

7.3.9. Shall be responsible for the preparation of a General and Administrative budget. Shall consolidate individual sports budgets, and present the consolidated budget to the General Body.

7.3.10. Shall cosign, along with the President, for mortgages or loans on which the MRC’s property is pledged as collateral, after approval by a simple majority of the Trustees.

7.3.11. Shall be responsible for all standing committees and special committees under the direct jurisdiction of this office and shall be responsible for ensuring committee meetings are held and their recommendations are forwarded to the Executive Board or General Body.

7.3.12. At the expiration of the term of office, the incumbent Treasurer shall facilitate a successful and complete transition of the duties of the office, including, but not limited to, documentation, contacts, account numbers, user account names and passwords, to the incoming Treasurer.

7.3.13. Shall be responsible for obtaining an unqualified audit opinion from an independent, Certified Public Accountant on an annual basis.

7.3.14. Liaise with any federal, state, county or other official agencies where applicable and assume responsibility for any audits, inquiries or assessments.

7.4. Secretary



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- 7.4.1. Shall have the general custody of the seal and all books, documents, papers, electronic media, and records of the MRC, not otherwise entrusted, temporarily, or permanently, to other officers of the Executive Board or to standing or special committees.
- 7.4.2. Shall take and transcribe “minutes” of all meetings of the General Body and of all meetings of the Executive Board and shall submit same for approval or amendment at the next regularly scheduled meeting of the General Body. Minutes shall contain a summary of the activities of the meeting and listing of each item discussed. In the case of Executive Board Executive Session minutes, same will be held and secured by the Secretary and notation will be made in the general minutes of the Executive Board Meeting that the Board went into Executive Session. No other comment is necessary to be announced at the next regularly scheduled meeting of the General Body.
- 7.4.3. Shall maintain a duplicate record for qualification of Voting Members in attendance at the meetings of the General Body and have posted within the building one of these records in a conspicuous location. This record should be current and to be for a minimum period of twelve (12) months.
- 7.4.4. Shall, with the President, attest and seal all duly authorized and approved contracts of the MRC and keep copies in a permanent file belonging to the MRC.
- 7.4.5. Shall file with the minutes of the meetings of the General Body, the Treasurer’s written report and a list of names of members in attendance at that meeting.
- 7.4.6. Shall file with the minutes of the meetings of the Executive Board, the names of officers present at the meeting.
- 7.4.7. Shall certify the eligibility of Voting Members for voting purposes.
- 7.4.8. May co-sign all disbursements of MRC funds in conjunction with the signature of the Treasurer or the President, when approved by the Executive Board or the General Body.
- 7.4.9. Shall be responsible for all standing committees and special committees under the direct jurisdiction of this office and shall be responsible for insuring committee meetings are held and their recommendations are forwarded to the Executive Board or General Body.
- 7.4.10. Must have current and maintain all records, documents, electronic media, and other papers and information pertaining to this office in a book belonging to the MRC.
- 7.4.11. At the expiration of the term of office, the Secretary shall deliver to his/her successor, all such books, papers, and electronic media in his/her possession that pertains to the office of Secretary and the operation and administration of the MRC.
- 7.5. Director of Athletics (Herein after referred to as AD)
- 7.5.1. To initiate, operate, and coordinate in conjunction with the Sport’s Committee Chairperson, all athletic, sporting, or other events requiring MRC registration. The AD shall be responsible for approving registration information price structures, dates to open and close registration and



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make the Executive Board aware of any major changes to programs or pricing of all programs in the MRC.

- 7.5.2. Shall be responsible for monitoring all sports programs registration numbers and working with commissioners on trends in registration.
- 7.5.3. Be responsible for all athletic and field equipment of the MRC.
- 7.5.4. Shall assume responsibility for all authorized purchases of athletic and field equipment by securing the necessary requirements from the individual sports committees and, where appropriate, securing competitive bids by authorized vendors of such athletic and field equipment. Nothing herein shall be deemed to require that all purchases be made by a competitive bidding process.
- 7.5.5. Shall outline and approve field schedules of individual sports for each season and work with the MRC's staff to fill in the game/practice schedule and secure the necessary fields for all programs.
- 7.5.6. At the expiration of the term of office, the AD shall assist the new AD with transition, as needed.
- 7.6. Director of Safety
  - 7.6.1. Develop and recommend programs and policies that relate to the "Coaches Law" of the State of New Jersey.
  - 7.6.2. Conduct regularly scheduled Coaches Safety Clinics.
  - 7.6.3. Maintain an up-to-date listing of all coaches, assistant coaches, managers, assistant managers, or any member in good standing that includes Coaches Safety Clinic certifications, completion of a "Background Check" through a MRC mandated agent or agency, completion of a "Head Injury or Concussion Training" course and any documented suspensions.
  - 7.6.4. Ensure that all coaches, assistant coaches, managers, assistant managers, or any member that has direct access to the players in a sport or a sport related activity, have attended either the Marlton Recreation Council's Coaches Safety Clinic or (or similar legal entity) and been issued a card or certificate of attendance.
  - 7.6.5. Ensure that all coaches, assistant coaches, managers, assistant managers, or any member that has direct access to the players in a sport or a sport related activity, have completed a "Background Check" through a MRC mandated agent or agency.
  - 7.6.6. Ensure that all coaches, assistant coaches, managers, assistant managers, or any member that has direct access to the players in a sport or a sport related activity that requires "Head Injury or Concussion Training" as mandated under league rules or New Jersey State Law, have completed a "Head Injury or Concussion Training" course through a MRC mandated agent or agency.
  - 7.6.7. Provide each sports commissioner and or Executive Board member with a listing of all coaches, assistant coaches, managers, assistant managers, or any member with an up-to-date status for Coaches Certification, Background Check, Head Injury or Concussion Training for review as potential candidates for a position within the MRC.
  - 7.6.8. Review and record in the coaches' listing all documented suspensions issued by MRC sports. Follow up with sport commissioners and or coaches to ensure that the sports' rules and MRC By-Laws were followed during the investigation and determination of the suspension. When appropriate report incidents to Executive Board if further action, beyond the sports issued



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penalty, is necessary. Be available for any grievance hearings regarding the suspension and counseling of the suspended parties.

- 7.6.9. Review Sports Commissioners' listing of coaching "candidates" two months prior to the start of each sport season. Screen the list for past violations within the MRC, current coaching certification and background check status and concussion training if applicable. Provide the screening results to the Sports Commissioner for comment and review.
- 7.6.10. Present the listings of the coaching "candidates" on behalf of the sport commissioner to the Executive Board for review and approval in an executive session. The presented listings shall include all notations and results from the screening process. Notify sports commissioner of approval or non-approval results without comment.
- 7.6.11. Review all MRC Accidents Reports, contact players parents regarding care of player at the time of injury and follow up care required. After review of Accident Reports provide any necessary corrective actions if applicable that need to occur to reduce risk of reoccurrence.
- 7.6.12. Represent the MRC on any Evesham Township, Evesham School Board or LRHSD School Board committees regarding safety related issues.
- 7.6.13. Recommend to the Executive Board and General Body application for membership in associations that contribute to sports safety and child development in sports and competitive activities.
- 7.6.14. At the expiration of the term of office, the Director of Safety shall assist the new Safety Director with transition, as needed.
- 7.7. Director of Public Relations (PR)
- 7.7.1. Shall develop and recommend public relations programs that will enhance the reputation of the MRC and its programs, including websites, registration systems and all electronic means of communication by the MRC and individual sports.
- 7.7.2. Shall implement policies regarding information protection of our members and performing quarterly audits of access to applicable systems.
- 7.7.3. Shall coordinate and manage all public relations programs. Director of PR shall be an administrator with full access rights on all electronic means of communication by individual sports.
- 7.7.4. Shall distribute electronically (print or published, as needed) all programs, promotions, athletic events, and other activities pertaining to the MRC.
- 7.7.5. Shall be responsible for all information given by the MRC to the news media, either print or electronic media.
- 7.7.6. Shall be the Press Secretary of the MRC.
- 7.7.7. Shall be responsible for all standing committees and special committees under the direct jurisdiction of this office and shall be responsible for insuring committee meetings are held and their recommendations are forwarded to the Executive Board or General Body.
- 7.7.8. Must have current and maintain all records, documents, electronic media, and other papers and information pertaining to this office in a book belonging to the MRC.
- 7.7.9. At the expiration of the term of office, the Director of PR shall assist the new Director of PR with transition, as needed.



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**8. Duties of the Executive Board**

- 8.1. The Executive Board shall conduct the business and affairs of the MRC between the regular monthly meetings of the General Body. The Executive Board shall establish rules and regulations in the form of written policy statements based upon the conditions of the Bylaws. The rules and regulations as set forth will be enforceable under the terms and conditions of the Bylaws. An electronic copy of all policy statements will be made available on the MRC website by the Director of PR. All new policy statements will be presented to the General Body at the next regularly scheduled meeting after the Executive Board meeting.
- 8.2. The Executive Board shall have the authority to decide on and approve or reject all matters that would otherwise require Voting Member approval to the extent that such matters require action to be taken before the next regularly scheduled meeting.
- 8.3. The President will convene monthly meetings of the Executive Board. The President may call special Executive Board meetings at any time.
- 8.4. A quorum of four (4) officers needs to be present to hold an Executive Board session. If there is not a quorum present, items may be presented and be read into the minutes, however, such items will not stand approved until a quorum of officer's vote on their acceptance.
- 8.5. Robert's "Rules of Order" and Parliamentary Procedure will govern the administration and order of the meeting of the Executive Board.
- 8.6. All meetings of the Executive Board, when not in Executive Session, will be open to the members. The Executive Board may enter Executive Session when discussing individual members, coaches, players, officers, or Trustees or any other matter in the view of any member of the Executive Board would cause undue harm if placed in the public record. Executive Session will be a closed meeting with the exception of invitees of the Executive Board. Minutes of executive session meetings will be taken and held by the Secretary, should the need later arise to make such items public.
- 8.7. The Executive Board shall review all grievances, complaints, or charges brought by any member or non-member against a member of the MRC that is presented to the Executive Board under the terms of these Bylaws, either directly or through an appropriate committee. The actions of the Executive Board will be in accordance with procedures as outlined herein.
- 8.8. As the members of the Executive Board may be called upon at any time to carry out the duties of another Executive Board officer, they shall be aware of all duties and responsibilities of all officers.
- 8.9. Use of Line of Credit
  - 8.9.1. Any Line of Credit or Note Payable can be used only for the improvement or construction of athletic fields of facilities.
  - 8.9.2. Funds from a Line of Credit or mortgage cannot be used as cash bond, or as collateral for any purpose.
  - 8.9.3. Funds from a Line of Credit or mortgage cannot be used for purchase of seasonal equipment, uniforms, or to subsidize the budget of any sport.
  - 8.9.4. Any proposal to utilize the Line of Credit or mortgage shall be presented to the Capital Campaign/Facilities Improvement Committee for evaluation. Validated proposals shall then be presented to the Executive Board for approval.
  - 8.9.5. Repayment of the Line of Credit and/or Note Payable shall come from donations, fundraising,



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and registrations, only if necessary.

**9. Immediate Past President Duties**

9.1. The immediate past president shall advise and assist the President or the Executive Board at the request of the President or Executive Board.

**10. Compensation**

10.1. The members of the General Body, officers and trustees are serving as volunteers in the provision of services to the MRC and as such, shall not be issued, remunerated, or paid any moneys, wages, salaries, bonuses, or gratuities, nor shall they at any time issue or sell any certificates of stock in the MRC.

10.2. No dividends shall be paid directly or indirectly to any member of the MRC, nor shall they be entitled directly or indirectly to any portion of the earnings of income of the MRC derived through increment value of its property or otherwise incidentally made.

10.3. Should the MRC seek to secure non-volunteer services from any individual (or company owned in whole or in part by such individual) who is a member of the MRC (“Compensable Services”), such arrangement must be approved in advance by the Executive Board or the Voting Members. If payment exceeds \$500.00 cash or value per annum, this payment must be approved by a simple majority of the Voting Members.

10.4. No member of the MRC will be prohibited from offering a bid to perform services or functions which have been placed in the public venue for competitive pricing. Should a member receive such a contract, the provisions of this section will not apply.

**11. Standing Committees**

11.1. The following will be considered standing committees

11.1.1. Bylaws

11.1.2. House and Grounds –facilities

11.1.3. Nominations and Elections

11.1.4. Equipment and Procurement

11.1.5. Fields

11.1.6. Insurance and Claims

11.1.7. Grievance Committee

11.1.8. Sports Committees

11.1.8.1. Baseball

11.1.8.2. Basketball (Boys and Girls)

11.1.8.3. Boys Lacrosse

11.1.8.4. Cheerleading



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- 11.1.8.5. Field Hockey
  - 11.1.8.6. Football
  - 11.1.8.7. Girls Lacrosse
  - 11.1.8.8. Golf
  - 11.1.8.9. Hockey (Street, Roller)
  - 11.1.8.10. Rugby
  - 11.1.8.11. Soccer
  - 11.1.8.12. Softball
  - 11.1.8.13. Sports Unity Programs
  - 11.1.8.14. Track / Cross Country
  - 11.1.8.15. Volleyball
  - 11.1.8.16. Wrestling
- 11.1.9. Any other sport authorized by the Executive Board.
- 11.1.10. Concessions
- 11.1.11. Referees / Officials
- 11.1.12. Capital Campaign / Facilities Improvement
- 11.2. The President is authorized but not required to fill chairs of the standing committees. The President may delegate the appointment of committee chairs to the officer under whose jurisdiction the committee resides.
- 11.3. Each committee, when appointed, will have at least one or more members.
- 11.4. The chair appointed by the President, shall fill all positions in that committee.
- 11.5. The President may disband any committee when the services of the committee are no longer needed, however, the President must report the dissolution of that committee at the next regularly scheduled Executive Board meeting and then present same to the General Body at its next regularly scheduled meeting.
- 11.6. All chairs and their respective committees are appointed for a term expiring at the same time as the term of the President. The President may remove and/or replace a chair at any time during the chair's tenure of office, however, the President must report the removal and/or replacement at the next regularly scheduled meeting of the Executive Board and then present same to the General Body at its next regularly scheduled meeting.
- 11.7. All committees without chairs appointed by the President will remain open or status quo until such time as the President can or will fill the positions.
- 11.8. All committees will be expected to assume the responsibility of adopting, incorporating, or performing the necessary functions of their own recommendations or proposals, those of the



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Executive Board, or those of the General Body when not in conflict with these Bylaws or policies, when approved by the President, Executive Board, or the General Body of the MRC.

11.9. No proposal for MRC action as it relates to one of the standing committees, shall come upon the floor for debate or vote until it has first been referred to and reported from an appropriate committee and reviewed by the Executive Board, unless the General Body agrees to immediate consideration thereof.

11.10. Every committee must report on all matters referred by the General Body or by the Executive Board to that committee for consideration, within one (1) month or by the next regularly scheduled General Body meeting, whichever is the longest in time, from the date of such reference, otherwise the committee will be deemed to have been discharged from further consideration.

11.11. The President may appoint special committees not outlined herein at his/her discretion to handle special matters or investigations or may be authorized to empower a committee by vote of the General Body, at which time the committee will be added to these Bylaws by inference as a standing committee and thus will be governed by the rules outlined herein.

## **12. Specific Duties of Committees**

12.1. The Bylaws Committee will adhere to the duties outlined in the applicable policy.

12.2. The House and Grounds – Facilities Committee will adhere to the duties outlined in the applicable policy.

12.3. The Nominations and Elections Committee will adhere to the duties outlined in the applicable policy.

12.4. The Insurance and Claims Committee will adhere to the duties outlined in the applicable policy.

12.5. The Grievance Committee will adhere to the duties outlined in the applicable policy.

12.6. Sports Committees will adhere to the duties outlined in the applicable policy. operate according to their specific rules and regulations, which must not conflict with the MRC Bylaws.

12.7. The Capital Campaign / Facilities Improvement Committee will adhere to the duties outlined in the applicable policy.

## **13. Administration**

13.1. Rules and Regulations – Sports

13.1.1. Each sport or sport related activity shall have an authorized set of rules and regulations as it relates to the individual sport or sport related activity (the “Individual Sport Rules”).

13.1.2. All Individual Sport Rules must be presented to the Executive Board for review and approval two (2) months prior to the start of the sport season.

13.1.3. Rules and Regulations of travel leagues, conferences, divisions, and tournaments (“Mandatory Sport Rules”) are hereby accepted and made part of the Individual Sport Rules to which they relate. With the exception of player eligibility rules, such Mandatory Sport Rules shall govern in the event of conflict with any provision of the Individual Sport Rules.

13.1.4. Rules and regulations for National or International Organizations which affect sanctioning of play in an individual sport or sports related activity as it pertains to the entire sports program are hereby adopted only as it relates to the sanctioning of play and league affiliation.



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**14. Player Eligibility**

14.1. Player Eligibility is outlined in individual sports' policies.

**15. Grievances**

15.1. The grievance process is outlined in a separate policy.

**16. Amendments to Bylaws**

16.1. Motion for amendment to the Bylaws may be made by request to the Secretary, or from the floor by an Voting Member at the regularly scheduled monthly meeting of the MRC.

16.2. No amendment may be considered by the Voting Members without recommendation from the Bylaws Committee.

16.3. Motions made from the floor by a Voting Member and duly seconded, with regard to amending the Bylaws, must be committed by the President to the Bylaws Committee which must have a recommendation to the General Body at the next regularly scheduled meeting of the MRC.

16.4. Motions made from the floor by a Voting Member and duly seconded which have been committed to the Bylaws Committee by the President, will be considered as the first reading of the amendment and therefore may acted upon at the next regularly scheduled meeting of the MRC.

16.5. Amendments received from a Voting Member, duly signed and seconded by another Voting Member, will be read at the next regularly scheduled meeting of the MRC. If the Bylaws committee has had at least ten (10) days from the date of receipt of the amendment in writing until the next regularly scheduled meeting of the MRC, the Bylaws Committee will make a recommendation to the General Body, however, the amendment will still be considered first reading and therefore no action may be taken on the amendment. If the Bylaws committee has less than ten (10) days from the date of receipt of the written amendment until the next regularly scheduled meeting of the MRC, the Bylaws committee will read the amendment at the next regularly scheduled meeting at which time the President will remand it back to the Bylaws Committee for recommendation at the next regular meeting of the MRC. The amendment, however, will be considered as first reading and may be acted upon at the next regularly scheduled meeting of the MRC.

16.6. On second reading of the amendment, the Voting Members of the MRC must vote on whether to affirm or reject the amendment. A vote of two-thirds (2/3) of the Voting Members present is required to amend the Bylaws.

16.7. At the second reading of the amendment, if a motion is made to amend the amendment, it will be treated as a new motion from the floor and will be handled in accordance with this Article. The original amendment must still be acted upon as provided herein.

**17. Suspension of the Bylaws**

17.1. Any portion of these Bylaws may be suspended for a named period of time provided that a motion is made from the floor by an Voting Member, duly seconded and voted in the affirmative by two-thirds (2/3) of the Voting Members present at a regularly scheduled meeting of the MRC.

17.2. A suspension of the Bylaws of a specific item for a named period of time will not be considered an amendment to these Bylaws.

17.3. The suspension of specific items in these Bylaws for a named period of time will cover only that specified period of time and cover that individual instance.



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17.4. Bylaws may be suspended for a period of not more than ten (10) days or the time frame of the related sport or activity, whichever is less.

17.5. No motion to re-instate the Bylaws is necessary.

17.6. Bylaws will remain in effect for all other activities and operations of the MRC.

**18. Federal, State or Local Laws or Ordinances**

18.1. Should any part of these Bylaws conflict with federal, state, or local laws or ordinances, such part of these Bylaws will be considered null and void.

18.2. Should there be a conflict, the Executive Board will forward a request to the Bylaws Committee for an amendment to the existing Bylaws to be presented at the next regularly scheduled MRC meeting for ratification.

18.3. The rules of first and second reading may be waived to conform to federal, state, or local laws and ordinances.

18.4. No part of these Bylaws is written or is meant to violate any federal, state, or local laws or ordinances.

**Amended by the Membership at the General Meeting and Effective April 7, 2022**