



Fernley Youth Cheer League

Bylaws

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**BYLAWS OF
FERNLEY YOUTH CHEER LEAGUE, INC.
Chartered by American Youth Football, Inc.**

REVISED Jan 31, 2019

**ARTICLE I
OFFICES AND CORPORATE SEAL**

1.1 Principal Office. The principal office of the corporation shall be its known place of business in, Fernley, Nevada. The mailing address shall be P.o. Box 2554 Fernley, Nevada, 89408.

1.2 Other Offices. The corporation also may maintain offices at such other place or places, either within or without the State of Nevada, as may be designated from time to time by the board of directors, and the business of the corporation may be transacted at such other offices with the same effect as that conducted at the principal office.

1.3 Corporate Seal. A corporate seal shall not be requisite to the validity of any instrument executed by or on behalf of the corporation, but one may be used if the officers or the board of directors so decide.

**ARTICLE II
PURPOSES**

2.1 Charitable Purpose. The purposes for which the corporation is formed are those set forth in its Articles of Incorporation, which are to promote and encourage youth cheer leading. To serve young people and their families by providing a safe and positive environment for individuals to maximize their potential. FYCL inspires our athletes to learn lifelong lessons in leadership, teamwork, loyalty, and helping others. We strive to provide opportunities for all participants to develop individual skills and abilities while being a contributing member of a team. It is important that we provide a way for our athletes to build lasting friendships, make great memories, and most importantly; to have fun! This corporation may also make grants, gifts, and donations to other organizations exempt from taxation under 501 (c) (3) of the Internal Revenue Code for similar educational and charitable purposes.

2.2 Dividends Prohibited. The corporation is not formed for pecuniary or financial gain, and no part of the assets, income, or profit of the corporation is distributable to, or will inure to the benefit of, its directors or officers or other private individuals; provided, however, that nothing contained herein shall be construed to prevent the payment of reasonable compensation for services actually rendered by employees, officers or directors of the corporation and reimbursement of expenses incurred in connection therewith.

ARTICLE III

CONDUCT OF ACTIVITIES

1.1 The activities and affairs of the corporation shall be conducted by the Board of Directors and such officers as it shall appoint.

ARTICLE IV BOARD OF DIRECTORS

4.1 The Executive Board of Directors shall include the Commissioner, Co-Commissioner (aka Vice Commissioner), Secretary, Treasurer, and Coach Coordinator. The Full Board of Directors shall also include a Member at Large.

4.2 The Full Board of Directors shall meet no less than once a year at a time and place determined by the Executive Board of Directors. Special meetings of either Board may be called by the Commissioner, or by the Secretary, upon written request of at least three members of the Full Board of Directors.

4.3 The Executive Board of Directors shall have the power to suspend, discharge or otherwise discipline any member, coach, player, League official, or other persons whose conduct is considered detrimental to the best interests of the organization.

4.4 The Executive Board of Directors shall select the Chairperson of each Standing Committee by majority vote of the entire Executive Board every year. In addition, the Full Board of Directors shall receive recommendations for placement of all head coaches from the Coaches Selection Committee. The Full Board of Directors shall approve the placement of all head coaches by majority vote of the Full Board of Directors every year.

4.5 Any board members that leave their position, either voluntarily or involuntarily, prior to the end of the term will no longer be eligible for any board positions within the Fernley Youth Cheer League.

ARTICLE V MEETINGS AND VOTING

5.1 Members eligible to vote include all officers, as set forth in the *Articles of Incorporation*, committee chairpersons in good standing, all committee members in good standing, and all head coaches in good standing. If a member holds two positions within the organization, the member is only allowed one single vote.

5.2 The membership of the organization shall hold an annual meeting at a time and place determined by the Board of Directors. Notice of the time and place of the annual meeting shall be known to the membership of the organization through publication or individual mailings not less than ten calendar days prior to the date of the meeting.

5.3 Special meetings of the organization's membership may be called by the Commissioner, or by majority vote of the Board of Directors, or upon written request to the Secretary by not less than five members of the organization. Notice of the time and place of special meetings of the membership shall be made known to the membership at least five calendar days prior to the date of the meeting.

5.4 At each annual or special meeting of the organization, all eligible members present shall be entitled to vote. There shall be no proxy voting. A majority of those present, and eligible to vote, shall be required for election and questions brought to vote.

5.5 The presence of not less than one-third members eligible to vote shall be required to constitute a legal quorum for the transaction of business at any special or annual meeting of the League.

ARTICLE VI ELECTION OF OFFICERS AND DIRECTORS

6.1 At the meeting prior to the annual meeting a Nominating Committee shall be appointed by the Executive Board, consisting of two members of the Board of Directors and two committee members of the organization, to nominate officers and directors for the following year.

6.2 The positions of Commissioner, Secretary and Treasurer shall be elected in even numbered of years, being 2 years, and the positions of Vice-Commissioner, Coach Coordinator, and Member at Large shall be elected in odd numbered years, being 1 year.

6.3 All other officers and directors shall be eligible for reelection every year. However, no person shall serve in the same office or position for more than three consecutive terms.

6.4 In the event that any officer or director, for any reason, is unable to perform the duties of office or position, the Executive Board of Directors, by majority vote of the entire Executive Board, shall be empowered to select a replacement who shall serve until the following annual meeting at which point they would be up be required to appear before the nominating committee and be elected by the majority of all eligible voting members during the annual meeting.

6.5 In the event that any officer or director is removed from their position mid-term either voluntarily or involuntarily, they will no longer be allowed to run for a position on the Executive Board or the full board of directors, included committee chair positions.

ARTICLE VII FINANCIAL POLICY

7.1 The Executive Board of Directors shall decide all matters pertaining to the financial operation of the organization and responsibility to conduct all the financial affairs of the organization in a sound, businesslike manner.

7.2 The Executive Board of Directors shall institute policies relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports. The Executive Board will also order an annual audit of the financial records of the organization.

**ARTICLE VIII
DUTIES OF OFFICERS AND DIRECTORS**

8.1 The Commissioner shall

- A. Preside at all meetings of this organization and perform all duties pertaining to this office.
- B. Conduct meetings no less than quarterly with all commissioners of other area leagues and shall coordinate all matters between the Board of Directors and those other area leagues.
- C. Serve as an ex-officio member of all Committees.
- D. Complete the game schedule annually in conjunction with the Coach Director.

8.2 The Vice-Commissioner shall

- A. In the absence of the Commissioner, this person shall perform the duties of the Commissioner and will preside at all meetings during such absence.
- B. Be responsible for coordinating matters with the Grievance committee.
- C. Serve as Resident Agent for the organization.

8.3 The Secretary shall

- A. Keep the minutes of all proceedings and record them.
- B. Have custody of the Articles of Incorporation and By-Laws of the organization.
- C. All documentation, including contracts and participant paperwork, shall be managed by the Secretary.
- D. Give notice of all meetings and notify all officers and directors of elections and handle correspondence for the organization.
- E. Be responsible for coordinating matters with the Registration committee.
- F. Be responsible for working with the league photographer.
- G. Be Responsible for performing background checks on all cheer coaches.

8.4 The Treasurer shall

- A. Receive and keep all funds of the organization and maintain an accurate record of all transaction.
- B. Obtain prior authorization from the Executive Board to disburse funds, with the exception of disbursements for recurring and necessary League expenses and funds held in league.
- C. Be responsible for making monthly and annual financial report of all receipts and disbursements.

8.5 The Coach Coordinator shall

- A. Oversee the organization of cheer squads, assist with registration of cheerleaders, and communicate with parents and coaches throughout the season.
- B. Oversee and coordinate the cheer coaches' clinic.
- C. Coordinate matters related to cheer with the Chairpersons of each Standing Committee.

- 8.6 The Member at Large shall
- A. Oversee the committees assigned to this position by the commissioner or board of directors.
 - B. Responsible for coordinating practice location assignment for all cheer teams.
 - C. Be responsible for coordinating purchase, preparation, and sales of concessions during home games.
 - D. Be responsible for spirit pack form creation / distribution and order collection / submission.
 - E. Perform said duties described by these bylaws, the Commissioner, or Board of Directors.

8.7 The Executive board members shall all be responsible for checks and balances within the organization in regards to financial policies and job duties assigned. The Executive Board members are all responsible for assisting in certifying all rosters and coaches' binders prior to the post-season games and cheer competition. If for any reason any board members are unable to perform their assigned duties, the remaining Executive Board members shall assist in completing those duties.

ARTICLE IX STANDING COMMITTEES and POSITIONS

9.1 Coaches Committee: The Coach Committee Chairperson and all members of this Committee shall, in cooperation with the Coach Coordinator, shall interview and review the qualifications and credentials of all head coach candidates and make its recommendation to the Executive Board for final approval. Assistant coaches must be approved by this Committee and the head coach of each team/squad.

9.2 Grievance Committee: This Committee shall consist of a Grievance Committee Chairperson, being Vice Commissioner, Coach Coordinator and three impartial members who organize and hold grievance hearings, as necessary, in accordance with the League's Grievance Procedures. The Grievance Committee Chairperson's shall act as the liaison between this Committee and the Executive Board.

9.3 No person shall serve as the Chairperson of more than one Standing Committee during the same term. In addition, no person shall serve on more than two Standing Committees in any capacity during the same term.

ARTICLE X ORDER OF BUSINESS

1. Call to order: By the presiding officer
2. Roll Call: By the Secretary
3. Closed Forum:
 - A. Review and approval of the minutes of the previous meeting
 - B. Treasurer's Report
 - C. Unfinished Business
 - D. New Business

4. Reports Of Active Committees And Officers
5. Open Forum Discussions
6. Adjournment

ARTICLE XI AMENDMENTS

11.1 These By-Laws may be amended by a majority vote of the organization's Executive Board at or a special meeting called for that purpose provided notice is given for a special meeting. At least ten days notice in advance should be given.

ARTICLE XII FISCAL YEAR

The fiscal year of the corporation shall be January 1 through December 31 of each year.

ARTICLE XIII INDEMNITY

The corporation shall indemnify any person against expenses, including without limitation, attorneys' fees, judgments, fines and amounts paid in settlement, actually and reasonably incurred by reason of the fact that he is or was a director, officer, employee or agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust, other enterprise, in all circumstances in which, and to the extent that, such indemnification is specifically permitted and provided for by the laws of the State of Nevada as then in effect. Any indemnification here under shall be made by the corporation only as authorized by the board of directors by a majority vote of the quorum consisting of directors who were not parties to the action, suit or proceeding, or if such quorum is not obtainable, as specifically permitted and provided for the laws of the State of Nevada as then in effect.

ARTICLE XIV GENERAL PROVISIONS

14.1 Checks and Other Instruments. All checks and other instruments made the corporation shall be signed by the Treasurer, officer or officers or such other person or persons as the board of directors may from time to time designate.

14.2 Contracts. The board of director may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and that authority may be general or confined to specific instances.

14.3 Dissolution. In the event Fernley Youth Cheer League shall dissolve due to lack of members, participation, interest or any other reason, funds will be disbursed to any like 501(3C) organization in the community.

**ARTICLE XV
CONFIDENTIALITY**

15.1 All board members are hereby required to exercise diligence in protecting against unauthorized disclosure or theft of proprietary information pertaining to the Fernley Youth Cheer League. Such information may not be disclosed to others. In addition, at the end of a term for any board member, all confidential information and/or property must be returned within 10 days of the separation from the organization.

The undersigned, Commissioner and Secretary of FERNLEY YOUTH CHEER LEAGUE., hereby certify that attached hereto is the *By-Laws* adopted by the Board of Directors of the Corporation based upon a majority vote of the organization’s membership on January 13, 2018, and is in full force and effect.

DATED this 31st Day of January. 2019

Commissioner, Rachel Soliman

Secretary, Kellie Alphin