

Hutchinson Junior Olympic Volleyball Association Bylaws

Adopted 10/2005, Updated 4/2015, Revised 9/2015, Revised 7/2019

ARTICLE I-NAME

SECTION 1. The name of this corporation shall be "Hutchinson Junior Olympic Volleyball, Inc." (Hutchinson JO VB). The Association is a Corporation that complies with the provision of the Minnesota Nonprofit Corporation Act, Chapter 317A of the laws of Minnesota, and all amendments hereto.

ARTICLE II-ARTICLES OF ORGANIZATION

SECTION 1. The Corporation exists as an Association of its Incorporators and Members. The Articles of Incorporation shall govern in the event there is any conflict between these bylaws.

ARTICLE III-DESCRIPTION AND MISSION STATEMENT

SECTION 1. Description-the Hutchinson JO VB Association is a volunteer organization supported by players and families that is devoted to the promotion of volleyball while supporting the creation of a competitive high school program. Hutchinson JO VB functions at the team level and is given expression through activities such as practice and development of volleyball skills and participation in North Country Region (NCR) volleyball tournaments.

SECTION 2. Mission Statement- The mission of the Hutchinson JO VB program is to promote volleyball within the Hutchinson area while supporting the development of more competitive high school volleyball players within the area. Hutchinson JO Volleyball does this by instilling strong work ethic, commitment, teamwork, sportsmanship, and a love of the game within our players.

ARTICLE IV-MEMBERSHIP

A. Membership

1. A member is a player who is currently registered and selected for a formal team and who will use practice time offered by Hutchinson JO VB to develop volleyball skills and participate in scheduled tournaments.
2. Membership in Hutchinson JO VB is open to all female players in grades 4-11.

B. Participation and Responsibility

1. A player shall be considered a member of Hutchinson JO VB upon submission of registration and membership fee. A player remains a member in good standing as long as their fiscal responsibilities are current and their actions are in good standing with the USA Volleyball Code of Conduct standards.
2. Maintaining membership in good standing entitles a player to participate in all club sponsored functions and activities, Hutchinson JO VB practice time, and to play as a representative of Hutchinson JO VB.
3. Responsibilities of those members who are less than eighteen (18) years of age shall be fulfilled by a parent or guardian.
4. Hutchinson JO VB membership assumes a commitment by players and families to support opportunities and functions of the club.
5. The membership fee is an assessment to be paid along with a player's initial registration fee to the association on or before the first day of Hutchinson JO VB tryouts or practice time. The fee is to cover costs related to administrative costs, uniforms, coach's fees, court rentals, and tournament registration fees.
6. The Board of Directors shall adopt such rules and policies as may be necessary to define the provisions and responsibilities of membership and to establish benefits to the membership and to the Hutchinson JO VB Mission Statement.

C. Discipline

1. Discipline of members should be at the sole discretion of the Board of Directors. The Board shall establish a Code of Conduct policy to help guide the Board when it comes to discipline.
2. For violations of the USA Volleyball Code of Conduct standards, the Board of Directors shall follow the disciplinary policy of USA Volleyball.

ARTICLE V-MEMBERSHIP MEETINGS

A. Annual Meeting-there shall be at least one (1) meeting of the general membership. The annual meeting shall be held for the purpose of hearing the President's report, reviewing the Treasurer's report, making a recommendation on the election of new board members, and for updating the membership on the affairs of the Association. The annual meeting will generally be held in May of each year.

B. Special Meetings-additional meetings of the membership may be called at the discretion of at least two (2) board members with notice being provided to all members at least three (3) business days in advance.

ARTICLE VI-GOVERNING BODY

A. Board of Directors

1. Hutchinson JO VB shall be governed by a Board of Directors ("The Board") composed of no less than five (5) and no more than nine (9) members; total number of members would be determined by the number of registered players. There shall be one and no more than 2 parent reps per age group. The Board shall be members from those parents and guardians of minor players who are in good standing and interested members. An "interested member" is any member who is interested in seeing the game of volleyball grow within the Hutchinson area and does not have a player within the program or an age-eligible player in another program. Interested members may make up no more than 40% of the Board of Directors. Terms for these positions are not limited, but each member must serve a minimum of one (1) year term, but prefer two (2) year term. The term of office shall commence at the August meeting.
2. The Board of Directors shall:
 - a. Transact necessary business in the interval between annual meetings to carry out the objective and mission statement of Hutchinson JO VB.
 - b. Consider recommendations of new members to the Board as voted on at the Annual Meeting. Recommended members shall be approved by a majority vote of the current Board of Directors.
 - c. Recruit new members to the Board when vacancies exist. New members shall be elected to the Board by a majority vote of the current Board of Directors.
 - d. Create standing committees. (See committees in Article VII, Section 3)
 - e. Approve the plans of work and budgets of standing committees.
 - f. Procure practice time, equipment, sponsors, and other needs of standing committees and Association.
 - g. Create and interpret policies of the organization. Amend policies when needed.
 - h. Establish team formation
 - i. Serve the terms indicated by each position.
3. The Board shall maintain authority in all financial matters.
4. The Board shall meet monthly and at other times it deems necessary. The monthly meeting day shall be decided at the first board meeting of the season (August). All Board meetings shall be open to the general membership.
5. A majority of the Board of Directors shall constitute a quorum at all meetings of the Board.
6. Officers and Board members shall attend a minimum of 75% of all meetings.

B. Members of the Board

Officers/Executive Committee of the Association shall consist of the President/Director, Vice President, Secretary, and Treasurer. To be eligible for an Officer/Executive Committee Position, a member shall have as a minimum of one (1) year

of experience on the Board of Directors. Officers/Executive Committee shall address grievances and approve/authorize purchases.

1. President/Director

- a. Shall preside at the meetings of the members or Board of Directors
- b. Have general active management of the affairs of the Association
- c. Be the chief executive officer of the Association and see that all orders and resolutions of the Board of Directors are implemented
- d. Perform all duties incident to the office of the President
- e. Be an ex-officio member of all standing committees
- f. Appoint members of the Board of Directors and other persons to advise the association on such matters as he/she deems necessary and appropriate
- g. Present a report of operation and condition of the Association at the biannual membership meetings
- h. Be authorized to sign or countersign all checks and drafts of the Association
- i. Perform additional duties as assigned by the Board of Directors
- j. Be liaison with the Coaching Director

2. Vice President

- a. Shall perform the duties of the President in the absence or disability of the latter
- b. Shall act as a liaison between Hutchinson JO VB and the Hutchinson Park and Recreation Department
- c. Shall perform additional duties as may be assigned by President or Board of Directors
- d. Shall be the President Elect at the end of his/her term

3. Secretary

- a. Shall record the minutes of the Board of Directors and/or members in the minute book of the Association
- b. Give required notice of meetings to directors and members
- c. Shall sign or countersign all evidence of indebtedness of this Association
- d. See to all correspondence of this Association, as directed by the President or Board of Directors
- e. Perform additional duties as assigned by the President or Board of Directors

4. Treasurer

- a. Shall have custody of all funds of the Association
- b. Keep accurate accounts of all monies, received and disbursed, of the Association
- c. Deposit such funds in the name of, and to the credit of, the Association in such banks or depositories that as a majority of the Board of Directors may designate
- d. Under the direction of the Board of Directors, disburse the funds of the Association, after verifying charges and expenditures
- e. Render to the President and/or the Board of Directors, whenever required, an account of all of her/his transactions as treasurer and a report of the financial condition of the Association
- f. Perform additional duties as assigned by the President or Board of Directors

5. Parent Representatives (one or two per age group)

- i. Shall represent designated age group of players
- ii. Attend meetings of the Board of Directors
- iii. Coordinate team registration
- iv. Create email list of contacts for each player divided by team
- v. Primary contact for parents, liaison between Board, coaches, and parents
- vi. Email changes in schedules, locations, tournament info, meeting info, etc.
- vii. Preside over parent meetings
- viii. Chair and co-chair for standing committee list
- ix. Shall perform additional duties as assigned by the President and/or Board of the Directors
- x. Coordinate arrangements for away tournaments and assist tournament director

D. Vacancy of Office-Vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Board of Directors

E. Removal of Members – Any member of the Board can be removed for cause. The cause shall be presented to the Board member with full due process accorded to the Board member. If the cause is deemed valid, the removal shall be fulfilled by a two-thirds (2/3) vote of the Board.

F. Conflicts of Interests -- No Board Member of the Association, shall participate in the negotiation, evaluation or approval by the Association of any contractual arrangement to which it is proposed that the Association become a party, if such individual would financially benefit, directly from the Association becoming a party to such arrangement. Individuals with a conflict of interest, upon learning that the Association is proposing to enter into an arrangement in which they have a financial interest, shall promptly notify the President/Director in writing of the existence of such interest, and the President/Direction in turn shall disclose such interest to the Board. The Board may approve further participation by the individual upon a majority vote of the Board.

ARTICLE VII-MISCELLANEOUS

SECTION 1. Inspection of Records-The Board of Directors shall determine reasonable time at which the accounts, books, and records of the Association shall be open to inspection by its members. However, this privilege shall exist at least once a year at the annual meeting of the members.

SECTION 2. Parliamentary Procedure-Roberts Rules of Order shall govern deliberations at meetings of the members, and of the Board of Directors, except insofar as they may have been modified by the specific provision of the Articles of Incorporation or bylaws of this Association.

SECTION 3. Standing Committees-If there are no volunteers for a committee, the chairperson of the standing committee will be appointed by the President with approval by the Board of Directors.

- A. Advertising
- B. Registration
- C. NCR Registration
- D. Scheduler-Practices & Tournaments
- E. Officiating Clinic/Parent Meeting
- F. Apparel Sales
- G. Equipment Needs
- H. Coordinating Team Pictures
- I. Hutchinson Tournament
 - a. Registration
 - b. Concessions
 - c. T-shirt Sales
 - d. Volunteer hours
 - e. Pool Brackets
- J. Banquet-End of season, typically May
- K. Website/social media
- L. Other standing committees may be established as necessary by the President with the Board of Directors approval

SECTION 4. Meeting Notices, Agendas and Meeting Minutes-All meetings of the Board of Directors will be open to the membership of the Association. All meetings will be held in a public space and meeting notices will be posted on the Association's calendar which is located on its website. Meeting notices shall include an agenda of the items that will be

discussed and/or acted upon. The minutes of all meetings of the Board of Directors shall be posted on the Association's website for membership inspection.

SECTION 5. Bylaw Changes-Any Article may be amended or altered upon a majority vote of all Board Members present at any meeting providing adequate discussion has taken place. Bylaws shall be reviewed annually and are to be posted to the Association's website.

SECTION 6. Dissolution-No member of the Association shall have, as an individual, any interest or title to the assets of the Association. In the event of dissolution or other termination of the Association, all assets shall be assigned to an institution selected by the Board that qualifies for tax exemption under applicable sections of the United States Internal Revenue Code