

# CONRAD WEISER LITTLE SCOUTS CHEERLEADING ASSOCIATION BYLAWS

## **Article 1 Order of Business**

The order of business at all regular meetings shall be as follows:

1. Roll Call
2. Minutes of previous meeting
3. Financial Report
4. BICYCL/CWCA Reports
5. Old Business
6. New Business
7. Good of the order
8. Adjournment

## **Article II Registration**

- A. Each child must produce proof of age in the form of a birth certificate or hospital record when registering.
- B. Coaches must fill out a BICYCL player roster form and the roster must be submitted to the President
- C. Registration forms must be presented to the Club President by the date listed on registration paperwork in order to be eligible for the season. Any new moves into the district must present registration form and documentation stating the move to the Club President prior to the start of the season. Provided there is an appropriately sized uniform for the cheerleader, he/she will be eligible for the season.

## **Article III Cheerleaders**

- A. Youth Cheerleaders: A youth cheerleader is one who on June 30<sup>th</sup> of the current season is in 2<sup>nd</sup>-7<sup>th</sup> grade. A youth cheerleader cannot turn 13 years of age before June 30<sup>th</sup> of the current cheering season to be eligible to cheer in the Berks Inter County Youth Cheerleading League BICYCL).
- B. Cheering Divisions: Mighty Mites (2<sup>nd</sup> & 3<sup>rd</sup> Grades), Mites (4<sup>th</sup> and 5<sup>th</sup> Grades), Midgets (6<sup>th</sup> and 7<sup>th</sup> Grades) these levels may be combined if necessary, but birth date cut offs must be upheld.

- C. Eligibility: Open schools in the BICYCL are eligible to participate in CWLSCA

#### **Article IV Name**

The name of this organization shall be Conrad Weiser Little Scouts Cheerleading Association (CWLSCA)

#### **Article V Purpose**

The purpose of this organization shall be to promote, foster and perpetuate the sport of cheerleading. For accomplishment of this purpose, this organization shall possess and exercise supreme governmental control and representation of the sport, except in those matters reserved by or granted to BICYCL Youth Cheerleading.

#### **Article V1 Membership and Voting**

##### **Membership**

- A. A member is a parent/guardian of an active, registered CWLSCA cheerleader or an active community member who is a resident of the Conrad Weiser Area School District.
- B. Membership shall not be restricted by virtue of race, color, creed, religion, national origin, sex or ethnic group.
- C. Each and every member who is accepted for membership in the Conrad Weiser Youth Cheerleading Association thereby agrees to accept, support, and adhere to the purpose and regulatory authority of the club and its constitution and bylaws, rules and procedures.
- D. **Removal:** Any member may be removed from membership for good reason subject to the approval by a minimum of three-fourths ballot vote of the Executive Board.

##### **Voting**

- A. Each elected officer will be permitted one vote
- B. Each voting member shall be permitted one vote
- C. A "voting member" will be allowed only one vote when in attendance and voting at the time an issue is under consideration. The voting member must have attended 3 of the last 12 meetings to be considered eligible to vote.
- D. The presiding officer (current or acting President) shall not be permitted to vote except to break at tie vote.

## **Article V11 Officers and Executive Board**

### **A. Officers**

- i. The officers of the CWLSCA composed of the Executive Board, shall consist of the following individuals: President, Vice President, Secretary, and Treasurer.
- ii. All officers shall serve a two-year term. Officers may be re-elected at the end of their term.
- iii. In the event that a current board member cannot fulfill hi/her two-year term, they may resign from their current board position. In the event of a resignation, the remaining board members will assign a new officer to the vacant position. This person will fulfill the remainder of the two-year term and may be re-elected during the next election.

### **B. Duties**

One person of the Executive Board will attend appropriate meetings and report back to the Executive Board.

**President-** The President shall preside at all meetings of CWLSCA and appoint all committees. The President shall develop an agenda of items to be covered at each meeting. The President will be the representative to the Conrad Weiser Community Association (CWCA). The President shall be the keeper of all coaches' files.

**Vice President-** The Vice President shall assist the President in such a manner as the president may determine. In the absence of the President, he/she shall preside at all meeting. The Vice President should be aware of all actions being considered by the President in the event that he/she would have to assume the duties of t he President.

**Secretary-** The Secretary shall be responsible for recording the minutes of the monthly meetings, office procedures, correspondence, records and all authorized notices to members. In the absence of the President and Vice President, the Secretary shall conduct the meeting.

**Treasurer-** To account for all expenditures and to deposit all income of the club in approved accounts. To establish and maintain financial records and books, to pay all authorized obligations/bills of the club, present the financial report at all CWCA, CWLSCA and Executive Board meetings. To sign all financial documents and checks and to serve as the club/s purchasing agent and develop a club budget. To prepare any necessary tax information as needed for an audit.

### **Article VIII Meetings**

Club meetings shall be conducted on a monthly basis. These meetings shall be conducted at a location and time determined by the Executive Board.

### **Article IX Financial Administration**

- A. The financial affairs of the Club shall be administered by the Treasurer.
- B. The club fiscal year shall be December 1 through November 30 of the following year
- C. An annual audit coinciding with the fiscal year shall be conducted of the club's books and presented to the Executive Board and general membership
- D. A financial report shall be made by the Treasurer at all club meetings.
- E. All expenditures will be supported by a bill, invoice or other document signed by the President or Treasurer
- F. No part of the income or assets of the CWLSCA shall be used to the benefit of any private individual.

### **Article X Dissolution of the CWLSCA**

- A. Dissolution: The club shall be dissolved in the event it shall cease to carry out the purposes herein set forth upon the unanimous vote of the Executive Board and membership
- B. Disposition of Assets: In the event of the dissolution, all of the property and assets of the league will be distributed to a similar nonprofit charitable organization, or may be selected by the Executive Board so that the property and assets of the club shall in such an event be used for and voted to a youth oriented organization. In no event shall any of the assets of property of the

club go to or be distributed to any individual member(s) either for the reimbursement of any sums subscribed, donated or contributed, or for services of or an other such purpose.

## **Article XI Amendments to the Constitution of Bylaws**

- A. Proposing of amendments-any qualified voting member may propose amendments at any time. Proposed amendments must be submitted in writing to the Club President who shall present such proposals to the Executive Board
- B. Adoption of Amendments
  - i. A three-fourths vote of the Executive Board present and voting shall be required in order to indicate board approval of a proposed amendment
  - ii. Upon approval of the Executive Board, proposed amendments shall be presented to the subsequent Club members for a first reading. Proposed amendments shall be read for a second time and voted upon at the next Club meeting subsequent to the first meeting.
  - iii. A two-thirds vote of the voting membership in attendance shall be required to adopt any amendments
- C. Effective date of amendments- Amendments shall be part of the Constitution of By-Laws immediately upon their adoption by the voting membership unless otherwise stipulated in the adopted amendment(s)

**Revised January 1, 2014**