

**Western North Carolina Youth Football and Cheerleading Association, Inc.**  
**By-Laws 2007**

**Article 1**

**Name**

The name of this Association shall be known as the Western North Carolina Youth Football and Cheerleading Association, Inc. herein referred to as Association.

**Article 11**

**Purpose**

This Association shall be a corporation not for profit.

**Article 111**

**Objectives-Association objectives**

- A. The objective of this Association shall be to implant firmly in the youth of member clubs the ideals of good sportsmanship, honesty, loyalty, courage and reverence so that they may be well-adjusted, stronger and happier youth and will grow to be clean, healthy and trustworthy adults.
- B. The objective shall be achieved by providing supervised competitive football games and cheerleading activities. The supervisors shall bear in mind the attainment of exceptional athletic skill for winning is secondary and the molding of future adults is of prime importance. High morals, unquestionable character and good sportsmanship are paramount.

**Article IV**

**Membership and dues**

- A. This association shall be composed of youth football and cheerleading clubs representing communities of Western North Carolina with the number of clubs participating in the Association being determined by the membership.
- B. This Association shall be divided in one or more divisions as determined by the membership.
- C. Each youth football/cheerleading club representing a community shall consist of three teams: Termite, Mite, and Midget. Every club must make every possible effort to field the three (3) described teams and only with the approval of the executive committee shall a club be permitted to play less than two (2) of the three (3) teams herein described.
- D. This Association shall carry a liability insurance policy to cover all officers, members and coaches.
- E. Each club shall carry an accidental insurance policy to cover its club members.
- F. Clubs choosing to accept cheerleading mascots must carry accidental insurance to cover said children in correct age group.
- G. All associations must provide proof of insurance at the time of the first (1<sup>st</sup>) scheduled weigh-in.

**Western North Carolina Youth Football and Cheerleading Association, Inc.  
By-Laws 2007**

**Dues**

Each club shall be required to pay an annual due to participate in Association (conference play). The dues will be set annually by the membership and must be paid on or before the date for player eligibility verification. Each cheerleading club shall be admitted to the Association as part of their football club and are not required to pay an additional due.

**Meetings**

- A. This Association shall conduct two (2) meetings each year. One meeting to be held in May prior to the next season, and one meeting shall be held in December after the end of the season. The May meeting shall be held to make plans for the coming season, appoint committees and conduct such other business as may come before the membership. The December meeting shall be to elect officers, consider committee reports, consider requests from new clubs, accept by-law proposal changes and conduct such other business as may come before the membership. An annual cheerleading meeting shall be scheduled prior to the May football meeting. Other meetings shall be described according to the Association By-laws.
- B. The executive committee shall meet once a month, year round. One meeting of which will be the June meeting to prepare schedules for the coming season.
- C. Special meetings of the membership may be called by the Association commissioners at any time upon written request of at least three (3) members of the Association.
- D. Special meetings of the membership may be called at any time upon written notice by any two (2) members of the executive committee or by the Association commissioner.
- E. At least sixty (60) percent of the total membership shall constitute a quorum for the transaction of business at any regular or special meeting
- F. Notice of regular meetings shall be mailed out at least seven (7) days in advance of the scheduled date of the meeting to all members of the Association.
- G. Special or emergency meetings may be called at any time and notification shall be by phone as soon as possible with as much advanced notice as possible.
- H. At least two-thirds (2/3) of the membership present at any regular or special meeting shall be required to pass any matter brought before the meeting, except elections of officers and admission of new clubs.
- I. Proxy voting is not permitted.
- J. Each club shall be entitled to one vote.
- K. Only the club sponsor or club officers or such persons who have written authorization from the club sponsor shall be entitled to take part in discussions and have the designated vote of the club.
- L. All clubs participating in the Association are required to attend no less than two-thirds (2/3) of the meetings of the Association or a fine shall be imposed. The fine is determined by the executive committee.
- M. All meetings shall be conducted under the provision of Robert's Rule of Order, revised edition.

**Western North Carolina Youth Football and Cheerleading Association, Inc.**  
**By-Laws 2007**

**Article V- Governing Body**  
**Government**

- A. The government and supervision of this Association shall be vested in the executive committee which shall consist of the Association commissioner, the cheerleading advisor, the division football commissioner (one per division), the division cheerleading commissioner (one per division), the Association secretary, and the Association treasurer. No member of the executive committee shall be a member of the coaching staff of a member team or officiate at any Association (conference) games.
- B. Each member of the executive committee shall be elected to a two-year (2) term as set forth below and be eligible for re-election.
- C. Each member voted into the executive committee (if president or cheerleading director of a club with voting rights) shall delegate an alternate to have a vote for his/her respective club.
- D. A youth football club shall have only one member elected for serving on the executive committee at any one time unless a second member of a club is willing to serve when no one else will fill a vacant office.

**Officers**

- A. The Association commissioner shall be elected in each year ending in an odd digit by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association.
- B. The cheerleading advisor shall be elected to a two-year (2) term ending in an even digit by a favorable vote from the clubs in that division represented at a duly constituted meeting of the Association.
- C. One football commissioner of a division shall be elected in each year ending in an even digit by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association.
- D. One football commissioner of a division shall be elected in each year ending in an odd digit by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association.
- E. One cheerleading commissioner of a division shall be elected in each year ending in an even digit by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association.
- F. One cheerleading commissioner of a division shall be elected in each year ending in an odd digit by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association.
- G. In the event of having three (3) or more divisions, the division commissioner shall be elected in the first year of the creation of the division by a favorable vote from the majority of the clubs in that division represented at a duly constituted meeting of the Association. The division commissioner shall be re-elected every two (2) years thereafter.

(Officers continued)

**Western North Carolina Youth Football and Cheerleading Association, Inc.  
By-Laws 2007**

**(Officers continued)**

- H. The secretary shall be elected in each year ending in an odd digit by a favorable vote from the majority of the clubs represented at a duly constituted meeting of the Association.
- I. The treasurer shall be elected in each year ending in an even digit by a favorable vote from the majority of the clubs represented at a duly constituted meeting of the Association.

**Executive committee**

- A. The executive committee shall have the responsibility of safeguarding the assets of the Association, collection and disbursement of Association funds, player/cheerleader eligibility verification, development of master schedule of playing dates and locations, actions on written protests, planning and implementation of annual cheerleading competitions and supervision of all other affairs of the Association.
- B. The executive committee shall have full authority necessary to discharge the responsibilities assigned in the by-laws, General Rules, Regulations and Requirements, and authority to act on matters of the Association business not specifically withheld in the by-laws, General Rules, Regulation and Requirements as adopted.
- C. The executive committee does not become directly involved to settle disputes among members and/or parents within a particular football and cheerleading club, unless this dispute directly affects the club's participation or involvement in the Association. Each club is responsible for any rules and regulations to govern their clubs other than the rules set forth under these by-laws.

**Duties of officers**

- A. The executive committee shall preside at all Association and executive committee meetings and shall have general charge of and control of the affairs of the Association.
- B. The secretary shall keep a record of the minutes of the meetings and shall give notice of meetings as provided in the by-laws, shall have custody of all books and shall perform other duties as assigned by the commissioners. The secretary shall mail to each club sponsor copies of the minutes of each regular or special meeting seven days prior to the next meeting.
- C. The treasurer shall receive and disburse all Association funds and shall keep an accurate and detailed record of all receipts and disbursements and shall prepare and present a financial report at each regular meeting of the Association membership. He/she shall deposit all of the Association funds coming into his/her hands in such bank as may be designated by the executive committee.
- D. The division commissioner, with the consent of the executive committee, shall have authority to appoint a safety advisor in his division. The safety advisor shall perform such duties as assigned to him by the division commissioner.

(Duties of officers continued)

**Western North Carolina Youth Football and Cheerleading Association, Inc.**  
**By-Laws 2007**

**(Duties of officers continued)**

- E. All members of the executive committee shall be required to attend no less than two (2) of the four (4) meetings unless excused by the Association commissioner. These four (4) meetings shall be the May and June meetings, the Championship game and the December meeting. If this requirement is not met, the executive committee shall declare a vacancy.
- F. In the event a vacancy occurs on the executive committee because of death, resignation, or any other reason, the remaining members of the executive committee shall elect a replacement to fill this vacancy. The replacement shall serve until the next regular or special membership meeting when a successor shall be elected to fill the un-expired term of the vacant office.

**Article VI**

**Board of Directors**

- A. The Association shall have as its board of directors, the presidents from each of the clubs involved in the Association
- B. The board of directors shall be empowered to make, subject to the Articles of Incorporation and by-laws of this Association, the rules and regulations which shall govern the athletic activities and contests sanctioned or carried out under the auspices of the Association, which rules and regulations shall be prepared and distributed to member clubs as early as possible annually.
- C. The board of directors shall exercise through such persons, supervisory powers over the athletic activities and contests sanctioned or carried out under the auspices of this Association to insure proper compliance with the rules and regulation of the Association.
- D. The board of directors shall have the power to create such offices and committees as it finds convenient or necessary from time to time.
- E. Protests or complaints shall be investigated by the executive committee and brought before the board of directors for final voting. A one hundred (100) percent quorum shall be required to vote.
- F. The executive committee shall bring to the board of directors any such matters as they deem necessary.
- G. In such cases when the board of directors deem fit, the executive committee shall make the final decision on matters concerning vote.
- H. The executive board and board of directors can take appropriate action on any rule that does not have a penalty specifically stated.

**Western North Carolina Youth Football and Cheerleading Association, Inc.  
By-Laws 2007**

**Article VII – Expansion and Expulsion**

**Membership expansion**

- A. Any new club desiring membership in the Association shall submit a written application to the Association secretary no later than the December meeting prior to the year in which entrance is desired. All such applications, to achieve favorable consideration, must express the desire to enter teams in all classifications and the desire to abide by all the Association rules. A fee of one hundred fifty dollars (\$150.00), in the form of a money order or certified check, made payable to the Western North Carolina Youth Football and Cheerleading Association, Inc. must accompany the application to defray Association expenses and is non-refundable.
- B. A majority of three-fourths (3/4) of the total Association membership shall be required to admit any new clubs to the Association membership. The vote shall be called for by the Association commissioner after due consideration to questions of geographic location, scheduling and travel requirements.
- C. Any new club accepted into the Association shall be under a one-year (1) probation period.
- D. Any new club accepted into membership in the Association shall not be eligible for post-season playoffs or championship games for a period of one (1) year.

**Membership expulsion**

A majority of three-fourths (3/4) of the total Association membership and one hundred (100) percent of the executive committee shall be required to expel a club from the Association membership. The vote shall be called by the Association commissioner after due consideration of sportsmanship, conduct, and participation.

**Article VIII**

**Membership withdrawal**

- A. A club desiring withdrawal from the Association shall submit a written request to be withdrawn as a club member. The withdrawal request must be mailed to the Association secretary and must be signed by at least (3) board members from the club, one of which must be the president of said club.
- B. Should the club request re-entry to the Association, the same requirements must be met as if they were a new club requesting entry.

**Article VIII**

**Dissolution**

Upon dissolution of this Association, the funds then on hand shall be equally distributed to the existing club member associations on pro rata basis, share and share alike.

**Western North Carolina Youth Football and Cheerleading Association, Inc.**  
**By-Laws 2007**

**Article X-Amendments**

**Amending by-laws**

- A. These by-laws may be altered, amended or repealed by a two-thirds (2/3) vote of the Association membership present at the December meeting, in which a quorum is present, providing a copy of all proposed amendments have been mailed to each team sponsor no less than ten (10) days prior to the meeting at which action is to be taken therein.
- B. No person shall have the authority to mail out any proposed Association by-law changes other than the Association secretary.
- C. Proposed amendments to these by-laws shall be accepted by the Association secretary by November first (1<sup>st</sup>) of each year. The December meeting being the only time of year by-laws, General Rules, Regulations and Requirements changes (with the exception of cheerleading competition rules) may be voted on. Any cheerleading amendments (competition rules only) shall be made in May of each year.

**Amending General Rules, Regulations and Requirements**

These General Rules, Regulations and Requirements may be altered, amended or repealed by a two-thirds (2/3) vote of the Association membership present at the December meeting in which a quorum is present.

Adopted December 1995  
Amended December 1996  
Amended December 1997  
Amended December 2002