

Upper Township Wrestling Association Inc. Bylaws

Adopted August 1st, 2005

Amended November 16th, 2012

UPPER TOWNSHIP WRESTLING ASSOCIATION INC.

MISSION STATEMENT

Upper Township Wrestling Association is dedicated to providing the best opportunities for our youth wrestlers to learn and participate in the sport of wrestling in a fun, exciting and safe manner.

Article I - Name

Section 1

The organization shall be known as the Upper Township Wrestling Association Inc., located in Upper Township, in Cape May County, in the state of New Jersey.

Article II - Purpose

Section 1

The purpose of the Upper Township Wrestling Association is to use the sport of wrestling to teach the youth of Upper Township and lifelong values of honesty, respect, hard work, sportsmanship, and a positive attitude. The coaches, parents, and fans serving as positive role model, demonstrating these ideals for all of the participants in this association, will accomplish this purpose.

Section 2

Prepare the wrestlers to continue their participation in the sport of wrestling at Ocean City High School. Developing and promoting a positive team-oriented atmosphere, safely teaching the basic skills of scholastic style wrestling, and discouraging weight loss and other harmful behaviors to all participants in this association, will accomplish this purpose.

Article III - Membership

Section 1

Membership is open to anyone, regardless of race, gender, or religion, from first grade through eighth grade that resides within the Ocean City High School sending district.

A Kindergarten student may wrestle if:

1. His father is a certified coach and part of the coaching staff.
2. The Board approves the application of the wrestler.
3. They are born within the date for Tots as set by the SJYWL.

Section 2

Registration shall be accomplished by either mail or direct sign ups on a date determined each year by the board of directors.

Section 3

The board shall determine registration fees each year prior to the start of the season. The length of the membership shall be determined each year prior to the start of the season.

Section 4

Any wrestler who wishes to wrestle for another Youth Wrestling Team must have the President of the Association or Head Coach sign a waiver granting permission to leave this association.

Section 5

Any wrestler granted a waiver after registering for the Upper Township Wrestling Association to join another team within the S.J.Y.W.L. would not be permitted to wrestle in League Matches or the end of the year League Tournament for that season.

Section 6

All wrestlers with acceptable attendance (75%) at scheduled practices, matches, and tournaments will have met the requirements for membership with this association. No wrestler will have their membership terminated based on their physical abilities.

Article IV - Officers

Section 1

The board shall consist of the following positions; President, Vice President, Secretary, Treasurer, Public Relations Coordinator, Head Coach Experienced Group, Head Coach Novice Group, and Member at Large. The parents of all participating wrestlers will be given notice prior to board elections. Nominees for each position will be gathered and then put to a vote of the general membership. The installation of the newly elected board will occur during the August meeting.

Article V - Duties of Officers

Section 1 - President

The President shall oversee and coordinate the operation of the organization, delegate authority in hand with others within the association, assign specific team related functions, and create committees as needed. The President along with the Head Coach shall be responsible for the collection, counting, and turning over of Holiday Tournament money to the Treasurer. The President shall be responsible for checking original bank statements before providing copies to the Treasurer. The President will be a co-signer on all checks issued on behalf of the organization.

Section 2 - Vice President

The Vice Presidents shall assist the President in the performance of their duties. In the absence of the President, the Vice Presidents shall perform the duties of the President.

The Vice Presidents shall be responsible for overseeing any non-league specific functions. (ie. The Holiday Tournament, The Banquet, and any other board approved functions.) The Vice Presidents shall be responsible for enlisting parent volunteers to handle such duties as, Holiday Tournament drink donations, Holiday Tournament positions, home match set-up, clean-up, and table help, and any other positions deemed necessary by the board.

The Vice Presidents shall create committees as needed, to ensure the success of these functions.

Section 3 - Secretary

The Secretary shall record the minutes of all meetings and provide a copy of the minutes for permanent record. The Secretary is also responsible for any correspondence of the club as deemed necessary. (Emails, newsletters, etc.) The Secretary shall be responsible for the collection of forms and the creation and maintenance of team rosters, including but not limited to; Registration, Equipment, Tournament, Match, Banquet, and other function rosters. The Secretary will provide necessary material to The Public Relations Coordinator.

Section 4 - Treasurer

The Treasurer will maintain all financial records of the association and prepare checks as directed by the board or the President. The Treasurer shall be directly responsible for any and all monies collected from Registration, The Holiday Tournament, The Banquet, and any other function generating money. The Treasurer will make timely deposits on behalf of the association. The Treasurer will provide a full financial report every board meeting. The treasurer will be a co-signer on all checks issued in behalf of the association.

Section 5 - Public Relations Coordinator

The Public Relations Coordinator will be responsible for relaying any information from the board to the general public. (The Gazette, UTTV, www.upperwrestling.com etc.) The Public Relations Coordinator shall also be responsible for taking/acquiring photographs to be used for UTWA purposes.

Section 6 - Head Coaches

The Head Coaches are responsible for making all final decisions regarding practice schedule, match schedule, tournament schedule, appointing assistant head coaches and assistant coaches. The board prior to appointment must approve any new coaches. The Head Coaches are not voting members of the Board, however the head coaches will vote only in the case of a tie vote between board members.

Section 7 - Member at Large

Duties of the member at large will include being a voting member of the board on all voting decisions made by the board. The qualifications must include a strong background in the sport of wrestling, a resident of Upper Township, and a person whose values represents the best interest of the Upper Township Wrestling Association and the community of Upper Township. The Member at Large, when available, has the right to actively participate in any function or event sponsored by the Upper Township Wrestling Association.

Section 8 - League Representative

Duties of the League Representative will include attending all league meetings and reporting back to the Board.

All positions above may have responsibilities added as deemed necessary by the board.

Section 9 - Removal of a Board Member

Any conduct which represents negatively on, or compromises the integrity of, the Upper Township Wrestling Association shall be first addressed by the President. If a resolution cannot be reached, the President shall present the issue before the full board. At that time the Board may ask for the resignation of the member. If that member refuses to resign, the board may vote on the removal of the member at the next Board Meeting. An emergency Board Meeting may be called to expedite the process. If the conduct violations involve the President, the Vice-President will carry out the aforementioned process.

Article VI - Meetings

Section 1

The Association's board of directors shall meet at least monthly from the months of August through March, or as necessary to effectively conduct the orderly business of the Association. Meetings will be held the 1st Tuesday of the month, 7:00pm at The Upper Township Community Center.

Section 2

Upon notification of the President, the Secretary shall notify all members by mail, phone, email or newsletter, of the time and the place, other than regularly scheduled meetings, at least 5 days in advance.

Section 3

All general meetings shall be open to any member. In the case of discipline matters, the board shall have the option of conducting a closed private "Executive Session".

Section 4

All meetings shall be conducted in an orderly fashion. No member may have the floor unless recognized by the President or the presiding person. The modern edition of Roberts Rules of Order shall be followed as closely as possible.

Section 5

All minutes of the meeting shall be recorded and made available by the next official meeting. Copies of all minutes are to be maintained for future reference.

Section 6

Whenever necessary, The Board of Directors will hold a "Closed Executive Meeting" to discuss the filling of vacated Board Positions with an interim candidate. The Board will also hold a "Closed Executive Meeting" in May to discuss the election of new Board Members, if necessary.

Article VII - Quorum

Section 1

A quorum shall consist of at least a simple majority of members of the board in order to conduct regular business. Approval of majority of the Board is necessary to amend, add, or replace any of these bylaws.

Article VIII – Amendments

Section 1

Approval of majority of the Board is necessary to amend, add, or replace any of these bylaws. All members must be present for a vote to be conducted.

Article IX - Finances

The Upper Township Wrestling Association shall use July 1st through June 30th as its fiscal year.

Section 1 - Contracts

Only the Board may authorize contracts on the part of the organization.

Section 2 - Loans

No loans may be contracted on behalf of the association, and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of officers. Such authority may be general or confined to specific instances.

Section 3 - Checks

All checks of any amount require two signatures. Those approved to sign the checks are the President and the Treasurer.

Section 4 - Deposits

All funds of the association not otherwise employed for its purposes shall be deposited from time to time to the credit of the association in such banks and depositories as the board may direct.

Section 5 - Scholarships

The "Christopher Sack Memorial" Scholarship, formerly known as the Upper Township Wrestling Association Scholarship.

Eligibility – The Applicant must have completed at least three years of wrestling for the Upper Township Wrestling Association and completed four years of wrestling at Ocean City High School.

The Applicant should have demonstrated hard work, leadership, and good sportsmanship for both programs.

Application - All candidates interested in the scholarship must present a Biography page and a brief essay explaining what the Upper Township and Ocean City High School Wrestling programs have meant to them.

Payment of Funds – The Scholarship award amount is a total of \$500.00. The recipient of the scholarship must maintain a 2.75 college grade point average (from a possible 4.0 G.P.A.). The award of \$250.00 will be distributed after completion of each semester of the recipient's first year college and after the Board has reviewed their grade point average to verify that the qualifications of the award have been met.

Article IX - Athletic Code of Conduct

Section 1

It is the responsibility of all coaches, parents, fans, wrestlers, or any other persons present, at practices, matches, or tournaments, will demonstrate good sportsmanship and the behavior that demonstrates a positive role model for the association.

Section 2

It is the responsibility of all coaches, parents, fans, wrestlers, or any other persons present (1) to refrain from verbal or physical threats or abuse aimed at any wrestler, coach, parent, official or other fan or (2) who initiate a fight or scuffle with any wrestler, coach, parent, official or other fan at any Upper Township Wrestling Association sponsored event.

Section 3

Board members and coaches are expected to oversee control of all events to the best of their ability.

Article X - Violation – Athletic Code of Conduct

Section 1

Any coaches, parents, fans, and wrestlers, or any other person who violates the provisions of the Athletic Code of Conduct, may be banned from attending any subsequent event sponsored by the Upper Township Wrestling Association. This is a zero tolerance policy no warnings will be administered.

Section 2

In the event that any coaches, parents, fans, wrestlers, or any other persons subject to the terms and conditions of the Athletic Code of Conduct is banned from attendance, that person may petition the Upper Township Wrestling Association Board for permission to resume attendance. Prior to being permitted to resume attendance, the Board shall require the individual to present proof of completion anger management counseling through a public or private source.

Section 3

In the event that any coaches, parents, fans, wrestlers, or any other persons subject to the terms and conditions of the Athletic Code of Conduct are found in violation of this code, the Board may at any time turn the matter over to the Upper Township Recreation Committee.