

# St. Thomas the Apostle School Youth Athletic Committee Bylaws

## Article I

The name of this organization shall be the Youth Athletic Committee of St. Thomas the Apostle Catholic School, Elkhart, Indiana. (aka Y.A.C.)

## Article II

### Purpose, Duties, and Functions

1. The Youth Athletic Committee of St. Thomas the Apostle School exists to coordinate, staff, sponsor, fund and promote youth athletics for students of St. Thomas the Apostle School
2. To establish policies pertaining to the planning, organization, coordination, funding, promotion and execution of athletic activities for members of St. Thomas the Apostle School 15 years of age or under prior to August 15 and in compliance with I.C.C.L. rules or governing body of participating sports.
3. The committee shall, in its budget, set forth all athletic programs for the ensuing year and allocate to each such activity the estimated costs thereof, including personnel and equipment.
4. To engage in various fund raising activities to fund the annual youth athletics budget.
5. Y.A.C. funds and other physical assets shall only be used to support the athletic programs of St. Thomas the Apostle School. This support shall include the normal upkeep of the Parish Center Gym Floor and other building maintenance directly affecting the athletic program.
6. There will be a minimum of eight (8) meetings of General Membership per year of this organization.
7. Notice of general meetings will be published in the previous Sunday Church Bulletin and the School Newsletter.

## Article III

### Membership

1. The organization shall be for: Members of St. Thomas Parish; Parents of students in St. Thomas the Apostle School; and any individuals interested in promoting the athletic program at St. Thomas the Apostle School. \*We encourage participation in Y.A.C. so anyone who is willing to work for the activities that we sponsor will feel free to join. This will also give people the proper avenue to voice their opinions.)
2. All members of the St. Thomas the Apostle Parish shall be entitled to attend all committee meetings and to participate in any discussions conducted by the committee.
3. Candidates expressing interest in participation in Y.A.C. shall be considered for Y.A.C. Governing Board Membership after attending three (3) consecutive scheduled board meetings. A simple majority vote of current Governing Board Members in good standing shall confirm the candidate as a Governing Board Member.

4. Y.A.C. Governing Board Members are needed at all scheduled meetings to accomplish our goals and conduct the normal business of our organization. In order to be considered a Y.A.C. Governing Board Member in good standing regular attendance at scheduled meetings is required. A Y.A.C. Governing Board Member missing three consecutive meetings without contacting an officer to be excused shall be removed from the board.

5. A prior Y.A.C. Governing Board Member can be reinstated at any time to a member in good standing by a simple majority vote of current Governing Board Members in good standing.

6. Should it become necessary for the overall good of the organization, a Y.A.C. Governing Board Member can be removed from participation at any level of the athletic program (Y.A.C. Governing Board Member, coach, etc...) by a simple majority vote of current Y.A.C. Governing Board Members in good standing.

7. All officer vacancies on the board will be promptly filled by an election by the Governing Board.

## **Article IV**

### **Governing Board**

The Governing Board shall consist of the five Officers and an unlimited number of at large members. The number of at large members shall be decided by the by the Governing Board based on the number of committee chairs need and/or the number of suitable eligible candidates.

### **Officers**

The Officers of the committee shall consist of a President, Vice-President, Secretary, Treasurer, and Athletic Director. The duties of the officers shall be as follows:

1. The President shall be the Chief Executive Officer and shall exercise the general supervision over the interests and welfare of the Organization.
2. The Vice-President shall perform all of the duties of the President when he or she is absent or unable to act.
3. The Secretary shall maintain a written record of all acts of the Committee shall conduct, receive and dispose of all correspondence as directed and shall preserve all reports and documents committed to his or her care.
4. The treasurer shall be primarily responsible for preparation of the annual budget, for safeguarding all funds raised by the Committee, for payment of all funds raised by the Committee, for payment of all invoices for materials and services purchased by the Committee, and for the preparation of quarterly financial statements and distribution of such statements.
5. The Athletic Director shall be responsible for compiling eligibility and statistics for the Father Elliot and Sister Gerald Francis Awards. The Athletic Director is also responsible for all sports sign-ups.

## **Members at Large**

Members at Large shall be responsible for chairing committees such as, but not limited to: Safety Director, Gym Coordinator, Equipment/Uniform Manager, Photographer, ICCL Representative, Casino Night Coordinator, etc...

## **Article V**

### **Election of Governing Board Officers and Members**

1. The President, Vice-President, Secretary, Treasurer, Athletic Director shall be elected by members of the current Y.A.C. Governing Board at the May meeting of the Committee. Officer responsibilities will start June 1st.
2. Nominations for such Officers and Governing Board Members shall be made from the floor at the April Meeting.
3. The election of President, Vice-President and Athletic Director shall be candidates having at least one year of Governing Board experience.
4. The election of the Secretary, Treasurer and members at large shall be candidates having attended at least three (3) meetings during the current term of office.
5. The term of office for an Officer and Governing Board Member shall be for one year.

## **Article VI**

### **Meetings**

1. The committee shall meet at least eight (8) times per year.
2. Notice of general meetings will be published in the previous Sunday Church Bulletin and the School Newsletter.
3. Meetings shall be conducted in accordance with Roberts Rules of Order.

## **Article VII**

### **Voting and Quorum**

1. Each member of the Governing Board shall be entitled to one (1) vote. No proxies shall be honored. In order to be permitted to vote on any Y.A.C. motion, Governing Board Members must be current members in good standing.
2. For purpose of transacting official business, it shall be necessary that a majority of the Governing Board be present and voting.
3. A simple majority of those members of the Governing Board present and voting shall carry any motion.

## **Article VIII**

### **Ratification**

The current Pastor shall have the right to veto any decisions of the Committee, even though ratified by the committee, if he shall determine that such decision conflicts with his role as pastor. Such a veto is subject to appeal to the appropriate higher authority viz., the Bishop of the Diocese.

## **Article XI**

The committee may, from time to time, repeal, amend or re-enact any of these bylaws. Such actions may be taken at a regular meeting of Committee or at one specially called for that purpose. A vote of a simple majority of the governing board of the Committee shall be sufficient to pass such repeal. amendment of re-enactment.