

CANTON PEE-WEE'S, INC.

Founded 1952
Post Office Box 523
Canton, New York 13617

BYLAWS

As Amended
And Adopted
June 11, 2009

ARTICLE I - NAME

The name of this organization shall be Canton Pee-Wee's, Inc., hereinafter referred to as the "Association".

ARTICLE II - OBJECT

The object of this Association shall be to provide structured recreational sports programs with appropriate coaching to the young people who are residents of the Town of Canton or the Canton School District.

ARTICLE III - MISSION STATEMENT

Canton Pee-Wee's, Inc. is a non-profit organization, exists to provide all young people in the Canton area the opportunity to participate in athletics, regardless of skill level or economic situation. The Association strives to provide opportunities for personal growth and development of young athletes, while also reinforcing positive influences, self-confidence, self-esteem and the ability to excel on and off the playing field. It seeks to instill in its participants an appreciation of the benefits of a healthy lifestyle that leads to a life-long awareness of health and wellness issues, as well as the attributes of sportsmanship, fair play and team work.

ARTICLE IV - DEFINITIONS AND DUTIES

Governing Body - The Association shall be run by a governing body, hereinafter referred to as "the Board". The Board shall consist of thirteen (13), at large, directors and a commissioner of each sport, who will also be voting directors. Two (2) high school students will also be appointed to the Board in a non-voting capacity.

Officer - The officers of the Association shall be the President, Vice President, Secretary and the Treasurer/Program Coordinator. No individual can hold more than one office at any given time.

- Executive Committee - The Executive Committee shall consist of the four above named officers together with the immediate past President.
- Member/Director - Any individual over the age of eighteen years and a resident of the Canton School District or the Town of Canton is eligible to be a member of the Association.
- Commissioner - A commissioner shall be an individual appointed by the Board who will be responsible for running his/her sport in accordance with the sport's handbook approved by the Board. The commissioner serves at the pleasure of the Board. The commissioner shall have the duties of collecting all of the registration fees and turning the same over to the Program Coordinator. All of the bills shall also be turned over to the Program Coordinator for payment. The commissioner shall also be responsible for appointing all head coaches for his/her sport. The commissioner shall file with the Board, a written report at the end of each season and in accord with the sample Commissioner Report, which has been approved by the Board.
- President - The President shall conduct the meetings of the Board, set the meeting agenda and shall appoint committees. Further, the President shall review each and every bank statement and compare the same with the Program Coordinator's report. The President is an authorized signatory of the association's checking account. The President shall be responsible for the day to day operation of the Association.
- Vice President - The Vice President shall assist the President and carry out the President's duties in the absence of the President. The Vice President shall also be responsible for reconciling Hockey's monthly bank statements and the Hockey Treasurer's reports, and bring any discrepancies immediately to the attention of the full Board.
- Secretary - The Secretary shall be responsible for preparing the minutes of the meetings, notice of the meetings, meeting agenda, general correspondence, and providing information to the webmaster. Further, the Secretary shall maintain the Association's non-financial records and books. The Secretary shall also review each and every bank statement and compare the same with the Program Coordinator's report.

Treasurer/
Program Coordinator -

The Treasurer-Program Coordinator shall maintain the financial records of the Association, to include the bank book and checking statements. The Program Coordinator is an authorized signatory on the Association's checking account and shall pay all of the bills. The Program Coordinator shall provide a monthly financial report in a format approved by the Board for each regular meeting of the Board and the Association. The Program Coordinator shall provide a year end financial statement to the Board at the regular meeting in January. An independent audit shall be made annually in January in accordance with State guidelines. The Program Coordinator shall be bonded. Fees for the audit and the bonding shall be paid by the Association. All moneys of the Association shall be deposited in a Canton bank. Withdrawals shall be made only by the Program Coordinator. Withdrawals over One Thousand Dollars (\$1,000.00) shall be co-signed by the President and approved by the Executive Committee.

Webmaster -

The Webmaster shall maintain the Association's website to include posting the bylaws, policy manual, sport handbooks, board member information, and current schedules.

Scholarship Coordinator -

Shall be responsible for providing scholarship forms to those children in financial need to insure that all children who desire to participate in a sport are able to do so. The children thereafter present the scholarship form to the commissioner and the registration fee is waived. The Scholarship Coordinator shall report to the Program Coordinator how many scholarships have been awarded for each sport.

Policy Operation Manual -

The Board will adopt and maintain a Policy Operation Manual, which shall contain, in writing, all the policies of the Association. The manual will also contain up to date handbooks for each sport and a copy of the Article of Incorporation and Bylaws. This shall be kept up to date by the Secretary.

ARTICLE V - OFFICERS

Section 1.

Officers shall be elected at the regular June meeting of the Association.

Section 2.

Officers shall be elected for a term of two years. Vacancies occurring during the year shall be filled by vote of the Governing Board.

ARTICLE VI - GOVERNING BOARD

Section 1.

A director may be removed by the Board if they miss three (3) consecutive meetings or four (4) meetings in any twelve (12) month period.

Section 2.

The commissioners, one each for hockey, baseball, softball, soccer, summer soccer, lacrosse, girls' lacrosse, football, and wrestling shall be appointed annually by the Governing Board at least two months in advance of each sport season.

Section 3.

The Governing Board shall have general supervision of the affairs of the Association, and must approve all fund-raising activities, rules governing individual sports programs, and sport handbooks.

Section 5.

The Governing Board shall meet as outlined in Article VIII. Special meetings may be called by the President. A majority of the Board as constituted is a quorum. Voting is by simple majority unless otherwise indicated in these bylaws. All meetings of the Governing Board are open to the public.

ARTICLE VII - COMMITTEES

The President shall appoint standing committees for finance, policy, equipment, ethics, and grievance-discipline.

ARTICLE VIII - MEETINGS

The regular meetings of the Association shall be on the second Thursday of the months of January, March, May, June, September, and November (unless falls on Veteran's Day then on the first Thursday of November). The June meeting is the annual meeting.

ARTICLE IX - CANTON MINOR HOCKEY

Canton Minor Hockey is a sub-organization of the Association. Canton Minor Hockey's funds are to be kept in a separate and distinct account. Canton Minor Hockey is responsible for raising sufficient funds through registration and other avenues to cover all of their expenses. Canton Minor Hockey shall not look to the Association to make up funding shortages, nor shall the Association be allowed to use Canton Minor Hockey's money for any purpose other than hockey. The Treasurer of Canton Minor Hockey shall do monthly financial reports and provide them to the Secretary of the Association together with a copy of the monthly bank statement. These shall be reconciled by the Secretary and reported by the Secretary at each board meeting. Three members of the Canton Pee Wee Association's Board shall be selected by the Hockey Commissioner to act as his liaison with the Association Board.

ARTICLE X - VOLUNTEER SAVE HARMLESS CLAUSE

This Association depends critically on volunteer efforts of many individuals and those individuals will be held harmless in any action brought against the Association.

ARTICLE XI - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Association may adopt.

ARTICLE XII - AMENDMENT OF BYLAWS

These bylaws can be amended at any regular or special meeting of the Association by a two-thirds vote of the entire governing board (for example, 15 votes of 22 member Board), providing that the meeting and the proposed amendment have been announced by newspaper and radio at least thirty days in advance.

ARTICLE XIII - NON-DISCRIMINATION CLAUSE

The Association is committed to the principal of equal opportunity. The Association does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, veteran status, ancestry, or national or ethnic origin.

ARTICLE XIV - AMENDMENT OF POLICIES IN POLICY MANUAL

The policies in the Policy Operation Manual can be amended at any regular or special meeting of the Association by a two-thirds vote of the governing board (for example, 15 votes of 22 member Board), providing that the meeting and the proposed amendment have been announced by newspaper and radio at least thirty days in advance.

ARTICLE XV - DISSOLUTION

Upon dissolution of the above incorporation after payment of outstanding liabilities, the assets of the corporation will be distributed to an organization or organizations which are organized and operated exclusively for either charitable or educational purposes, and which benefit the recreational activities of the youth of Canton.

DULY ADOPTED JUNE 11, 2009

Matt Randi, President

Kelley Glasgow, Secretary