

# **Somers Youth Sports Organization - Girls Field Hockey (GFH) BY-LAWS**

## **Article 1 – SYSO**

SYSO-GFH is a “sport” referenced under Article 12, Section 1 of the by-laws of the Somers Youth Sports Organization (such organization being hereinafter referred to as “SYSO” and such by-laws being hereinafter referred to as the “SYSO by-laws”). Capitalized terms used herein and not otherwise defined herein shall have the respective meanings ascribed to such terms in the SYSO by-laws.

## **Article 2 – Purpose and Playing Policy**

The main purpose of SYSO GFH is to organize, promote, and administer the sport of Field Hockey for the youth of the Town of Somers. Our stated goals are to encourage participation for all, regardless of skill or ability, to offer athletic instruction, and to promote enjoyment and safety of and for the children registered in the SYSO GFH program. The said purposes are to be conducted all without pecuniary profit and shall in no way involve political or religious considerations. SYSO GFH has adopted a playing policy attached hereto as Exhibit A (the “Playing Policy”), and the GFH Board (as hereinafter defined) shall have the power and authority to update the Playing Policy from time to time.

## **Article 3 – By-Laws**

These by-laws are intended to be the “sport-specific” by-laws relating to SYSO GFH under Article 12, Section 10 of the SYSO by-laws. These by-laws are intended to provide general guidelines for the governance, activities, operations and goals of SYSO GFH and shall provide basic rules of conduct for the Commissioner and other members of the GFH Board (as defined herein; each member of the GFH Board (including the Commissioner) shall hereinafter be referred to as “Directors”), as well as all officers, representatives and volunteers assisting with SYSO GFH, and the GFH Board shall be authorized to adopt rules, regulations and operating procedures to execute the business of SYSO GFH, provided that no such rule, regulation or operating procedure may contravene an express provision of these by-laws. Notwithstanding the foregoing or anything else contained herein, these by-laws shall remain subject and subordinate to, and shall not be interpreted or otherwise construed as being superior to (or in conflict with), the SYSO by-laws, and no provision hereof and no rule, regulation or operating procedure promulgated by the GFH Board may contravene a provision of the SYSO by-laws or any rule, regulation or operating procedure adopted pursuant to the SYSO by-laws.

## **Article 4 – Rights to Volunteer and Mediation**

### **1. Right to Volunteer**

- a. Each member of SYSO who has registered his/her child in a SYSO GFH program during the current year (a “Girls Field Hockey Parent”) shall have the right to volunteer to assist with the SYSO GFH program. A volunteer coach is subject to a background check and required to complete and obtain CPR certification. Any GFH Parent desiring to volunteer shall check the box (if provided) indicating so while registering his/her child for a SYSO GFH program and/or shall notify the coach (or other GFH Volunteer (defined below)) leading his/her child’s particular team (or activity) in writing via email (or otherwise).
- b. Volunteer opportunities exist on and off the field, including, without limitation, opportunities relating to coaching (both head coach and assistant coach), health and safety, equipment

coordination, field preparation, facility procurement, uniform coordination, insurance, scheduling, field allocations and many other positions, and it is expected that GFH Parents, to the extent practically possible, will become GFH Volunteers and fill all such positions as and when needs arise as determined by the GFH Board.

- c. If any Parent desires to volunteer and assist with the SYSO GFH program and feels that his/her request has been denied, s/he should notify the GFH Board in writing via email (or otherwise) immediately and, if the situation is not addressed by the GFH Board to his/her satisfaction, shall have the right to pursue his/her remedies in accordance with Article 4, Section 3 of the SYSO by-laws.
  - d. A “GFH Volunteer” means a Sport-specific Volunteer who the GFH Board has determined provides regular, consistent and substantial services to the SYSO GFH program during the current year and whose name is listed as such as a Sport-specific Volunteer for SYSO GFH on the SYSO web site (or on the SYSO GFH web site). A GFH Volunteer may also be a GFH Parent.
  - e. In the event there are insufficient volunteers, the GFH Board may charge members to offset the costs of hiring paid providers and to otherwise encourage volunteers by waiving such fee if a Member does volunteer work for the GFH program or, to the satisfaction of the GFH Board, volunteers for another SYSO program or the Executive Board or one of its committees.
2. Mediation Process. In the event that a GFH Parent has a dispute relating to the SYSO GFH program, s/he shall first use diligent efforts to resolve the issue with the applicable coach (or leader of the activity). If the GFH Parent is not satisfied with the results of such action, s/he shall draft a summary of his/her complaint and submit a written request for consideration of the complaint to the GFH Board, and the GFH Board shall address the matter and respond to the GFH Parent in a reasonable period of time. If the GFH Parent is not satisfied with the result after appealing to the GFH Board, then the GFH Parent shall have the right to seek a mediation of the dispute in accordance with the SYSO by-laws.

## **Article 5 - Meetings**

1. There shall be an annual meeting of the GFH Parents and the GFH Board (the “Annual GFH Meeting”) publicized by announcement and held in Somers, New York, at a place and at a time to be determined by the GFH Board, and notice of the meeting shall be sent to all GFH Parents via email and posted on the SYSO GFH web site at least 15 days before the meeting and sent to the SYSO Executive Board; provided, however, that the Annual GFH Meeting shall be scheduled for the first (1st) Tuesday in September, and, in the event of a major conflict, shall be held at the earliest possible date thereafter.
2. The Annual GFH Meeting shall be organized and run by the GFH Board, and the purposes of the meeting shall be as follows:
  - a. to review the past season;
  - b. to consider amendments, additions, revisions and deletions to these by-laws; c. to answer questions raised by any GFH Parent during a public comment session; d. to announce needs for various volunteer positions for the following year;
  - e. to select Directors, including a Director to serve as Commissioner (if necessary), in accordance with Article 8 hereof;
  - f. to answer questions and consider issues that may be raised by any GFH Parent; and
  - g. to address any other matter that the GFH Board elects to address.
3. The GFH Board shall hold meetings every two (2) months, at times and locations determined by the GFH Board, provided that additional meetings may be held as needs arise. All meetings shall be held in Somers, New York, unless a different location is unanimously agreed to by the GFH Board. Except for the Annual GFH Meeting, all meetings of the GFH Board shall be closed

to non-Directors except for persons invited to attend by the GFH Board.

4. Special meetings of the GFH Board may be called by or at the direction of the GFH Commissioner or by a majority of the Directors, and notice of such meeting shall be sent to all Directors (and invited guest(s), if any, via email). Any requirement of furnishing a notice shall be deemed waived by any Director who signs a waiver of notice before or after the meeting, or who attends the meeting without protesting, prior thereto or at its commencement, any alleged lack of notice. Except as hereinafter provided, a majority of the Directors serving on the GFH Board shall constitute a quorum. Except as herein otherwise provided, the act of the GFH Board shall be the act, at a meeting duly assembled, by vote of a majority of the Directors serving on the GFH Board present at the time of the vote, a quorum being present at such time.
5. Any one or more Directors may participate in a meeting of the GFH Board by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.
6. Any action required or permitted to be taken by the GFH Board may be taken without a meeting if a majority of Directors consent in writing to the adoption of a resolution authorizing the action.
7. Minutes of the Annual GFH Meeting are to be made public by posting on the SYSO GFH web site; provided, however, that the GFH Board shall have the power and authority to denote certain matters as being the topic of executive session, and the minutes relating to such matters shall not be made public.

#### **Article 6 – SYSO GFH Board**

1. Subject to the terms and provisions of the SYSO by-laws, the SYSO GFH program shall be managed by the GFH Board, which shall consist of the five (5) appointed Directors, each of whom has one vote. Unless otherwise provided in these by-laws, the GFH Board (and persons designated by the GFH Board, solely to the extent of such designation) shall have full power and authority to act on behalf of, and bind, the SYSO GFH program in all matters. The GFH Board shall act by majority vote of the Directors present at any SYSO GFH Board meeting where a quorum is present, or otherwise as provided in Article 5, Section 6 of these by-laws. Members of the GFH Board shall serve without salary.
2. The term of the Commissioner, who shall also be a Director, shall be two (2) calendar years, subject to the annual review procedure of the SYSO by-laws. The Commissioner shall serve as the Chairman of the GFH Board and shall chair all of its meetings, unless absent.
3. Except for the Commissioner, members of the GFH Board shall serve for two calendar years, unless a GFH Board member is appointed to be Commissioner, in which case, his/her term shall restart in accordance with Section 2 of this Article.
4. Notwithstanding the provisions of Sections 2 and 3 of this Article, upon the adoption of these by-laws, the GFH Board for 2022 shall consist of the following: Directors: Commissioner, VP/Asst. Commissioner, Health and Safety Officer. Secretary, Treasurer.
5. In January of each calendar year (and throughout the year as and when the GFH Board deems necessary), the GFH Board shall appoint officers and fill any other position that the GFH Board determines may be necessary; provided, however, that upon the adoption of these by-laws, the following individuals shall serve as officers of SYSO GFH and hold the previously stated titles; and, provided further, that the office of Commissioner shall be selected in accordance with Article 8 hereof and the positions of Assistant Commissioner, Secretary and Treasurer must be held by a Director.
6. The GFH Board shall have full power and authority to remove any officer or other person serving the SYSO GFH program by majority vote; provided, however, that the removal of any Director shall require the affirmative vote of four (4) Directors; and, provided further, that any Director who fails to attend three (3) or more regularly scheduled meetings of the GFH Board

shall be deemed removed from the GFH Board unless four (4) Directors vote in favor of reinstatement. Attendance is mandatory and will be taken and recorded.

7. In the event of a vacancy on the GFH Board, the GFH Board shall be authorized to call a special meeting to which all GFH Parents shall be invited. Such special meetings shall be held and publicized in the same manner as an Annual GFH Meeting, except that the primary purpose of such meeting shall be to appoint a Director in accordance with Article 8 hereof.
8. The Initial GFH Board will consist of the following board members: Commissioner: Melissa Ponzio, Assistant Commissioner: Brit Paulus, Secretary: Lauren Romano, Treasurer: Jamie Marro and Corinn Bahr, Members: Erin Kieran, Tony Marro, Mary Dempsey

### **Article 7 – Duties of the Officers**

1. The **Commissioner** shall preside over all meetings of the GFH Board and, in the absence of the Secretary, shall appoint a secretary of any such meeting. S/he has the power to sign and execute alone in the name of SYSO GFH all contracts authorized either generally or specifically by the GFH Board, unless the GFH Board shall specifically require an additional signature. The Commissioner shall perform all the duties incident to the position of Commissioner under the SYSO by-laws. In addition, the Commissioner shall perform such other duties and have such other powers as the GFH Board may from time to time prescribe. The GFH Board shall have full power and authority to appoint the Commissioner, subject to the SYSO by-laws.
2. The **Assistant Commissioner** shall be prepared to perform all the duties of the Commissioner in the absence of the Commissioner or when called upon to do so. In the event that the Commissioner resigns or is removed from office, the Assistant Commissioner shall immediately become the Commissioner unless and until the GFH Board shall appoint another member of the GFH Board to serve as Commissioner.
3. The **Secretary** shall attend and keep the minutes of all GFH Board meetings and maintain current lists of all officers and other GFH Volunteers. The Secretary shall perform all the duties customarily incident to the office of the Secretary, subject to the control of the GFH Board, and shall perform such other duties as shall from time to time be assigned by the GFH Board.
4. The **Treasurer** shall have general supervision over and custody of all fees and other amounts collected by SYSO GFH, have charge of all funds, pay bills upon approval of the GFH Board (provided, that no GFH Board approval shall be required in order for the Treasurer to pay any routine and customary bills of SYSO GFH and/or any bills for amounts under \$500), and maintain receipts for same. The Treasurer shall report all receipts and expenditures and outstanding debts on a periodic basis as deemed necessary, shall keep full and accurate accounts of all receipts and disbursements of SYSO GFH, shall deposit or cause to be deposited all funds and securities of SYSO GFH in the name and to the credit of SYSO GFH in accordance with the SYSO by-laws and shall present periodic financial statements to the GFH Board at its regular meetings. The Treasurer shall also be responsible for working with the Treasurer of SYSO on all matters relating to funds and accounts allocated to SYSO GFH. In addition, the Treasurer shall perform all duties incident to the position of Treasurer, subject to the control of the GFH Board, and shall, when required, give such security for the faithful performance of his or her duties as the GFH Board may determine.
5. Officers shall be appointed pursuant to the provisions set forth in Article 6, Section 5 of these by-laws and may be removed in accordance with the terms set forth in Article 6, Section 6 of these by-laws.
6. The GFH Board shall determine the number and titles of officers needed in addition to the officers listed in Sections 1 through 4 of this Article 7.
7. A Director may hold more than one title or office, except that the Commissioner shall not also serve as Treasurer.
8. No officer of SYSO shall be entitled to receive a salary for services rendered to the SYSO as an officer.

9. No person holding the office of President, Vice President, Secretary or Treasurer, or otherwise serving as a Director, shall serve as an officer or director of another SYSO sports program or be an officer or director of the SYSO Executive Board.

### **Article 8 – Nominations and Elections**

1. In August, the GFH Board shall send a notice to all GFH Parents seeking volunteers to serve on an election committee (the “GFH Election Committee”) that will assist the GFH Board with the appointment of the Commissioner (if applicable) and the positions up for appointment to the GFH Board for the following year. GFH Parents shall have at least one (1) week to respond to the notice. The GFH Election Committee shall comprise five (5) GFH Parents or someone who has previously served on the GFH Board (a “Past GFH Board Member”) and shall include at least two (2) persons who are not members of the GFH Board or Past GFH Board Members; provided, however, that if there are no willing volunteers other than GFH Board members or Past GFH Board Members, then there shall be no non-GFH Board members (or non-Past GFH Board Members) on the GFH Election Committee, and if there is only one (1) willing volunteer, there shall be only one (1) non-GFH Board member (and non-Past GFH Board Member) on the GFH Election Committee. Subject to the preceding sentence, the GFH Board shall appoint members of the GFH Election Committee; provided, however, that, if more than two (2) GFH Parents (other than GFH Board members or Past GFH Board Members) desire to serve on the GFH Election Committee (the “Parent Candidates”), the GFH Board shall hold a special meeting to which all GFH Parents shall be invited (the “GFH Parent Election Meeting”). At the GFH Parent Election Meeting, the Parent Candidates shall have an opportunity to elect two (2) representatives by a plurality vote. If, by the end of the GFH Parent Election Meeting, the Parent Candidates are unable to finally decide on two (2) candidates as provided above, then the GFH Board shall select the two (2) Parent Candidates.
2. In September, the GFH Election Committee shall send a notice to all GFH Parents announcing the upcoming appointments to be made at the September Annual GFH Meeting and shall solicit willing candidates for each such position. Such notice shall specify the email addresses by which to contact the GFH Election Committee and the GFH Board and a reasonable deadline by which to respond. A GFH Parent who desires to run for a particular position must notify both the GFH Election Committee and the GFH Board of his/her desire to be considered a candidate for such position on or before the stated deadline.
3. After receipt of all responses regarding candidacy, the GFH Election Committee and the GFH Board shall meet to discuss the various candidates and consider whether to seek additional candidates for the open positions. Potential candidates may include current Directors, and all candidates for Commissioner must meet the Office Qualification Minimum Requirements. Once the prospective slate of candidates is established, each candidate will be invited to provide the GFH Election Committee with a written statement as to why such candidate should be considered for the open position (limited to 300 words). The GFH Election Committee shall cause all candidate statements to be posted on the SYSO GFH web site at least fourteen (14) days prior to the Annual GFH Meeting.
4. At the Annual GFH Meeting, the candidates for each position shall be presented and each person’s candidacy shall be considered. Each GFH Volunteer in attendance shall have the right to comment on each person’s candidacy and to submit a written comment, if so desired, and all such written comments shall be collected for the record.
5. After a reasonable period of comment and consideration (including a recess during which the GFH Board may meet in executive session along with the GFH Election Committee), but prior to the end of the Annual GFH Meeting, the GFH Board shall appoint the Directors and Commissioner (if applicable) for the upcoming year. If a majority of GFH Volunteers disagree with the GFH Board’s decision regarding the appointment of Commissioner, such GFH Volunteers shall have the right to submit notice of their disagreement to the Executive Board for

consideration in accordance with Article 12, Section 1 of the SYSO by-laws.

6. The selection of Commissioner shall remain subject to the SYSO by-laws, including, without limitation, Article 12, Section 1 thereof.

### **Article 9 – Notices**

Any notice to a GFH Parent shall be deemed duly given if sent to the email (or emails) listed on such person's profile saved in Sports Sign-up (or other registration program then in use by the SYSO GFH program) and, in addition, such notice shall also be posted on the SYSO GFH website.

### **Article 10 - Amendments**

These by-laws may be adopted, amended, revised or repealed by a two-thirds vote of the GFH Board at any Annual GFH Meeting; provided, however, that (i) notice of all such proposed changes and/or additions to these by-laws must first be sent to all GFH Parents at least 60 days prior to an Annual GFH Meeting (the "Amendment Notice"), (ii) the proposed changes and/or additions set forth in the Amendment Notice shall have been presented for discussion at an Annual GFH Meeting and (iii) no such vote of the GFH Board shall occur until at least 30 days after the Annual GFH Meeting during which the Amendment Notice was discussed; provided further, however, that if the GFH Board unanimously decides that the adoption, amendment, revision or repeal of these by-laws is required by law or on an emergency basis, it shall have the power and authority to schedule, on not less than ten (10) days notice, a special meeting of the GFH Board to which all GFH Parents shall have the right to attend, and, during such meeting, such amendment, revision or repeal and be discussed, considered and voted upon by the GFH Board in a session open to all GFH Parents. Notwithstanding the foregoing, all additions, amendments, revisions, repeals and other modification to these by-laws shall be submitted to the Executive Board for approval consistent with the provisions of Article 12, Section 11 of the SYSO by-laws.

### **Article 11 – Other Matters**

1. Except as otherwise directed by SYSO GFH, each member of the GFH Board, each officer of SYSO GFH and each GFH Volunteer made a party to an action or proceeding, whether civil or criminal, by reason of the fact that he or she is or was a member of the GFH Board, an officer of SYSO GFH or a GFH Volunteer shall be indemnified by SYSO GFH to the full extent permitted by law
2. The GFH Board may authorize any officer or officers, agent or agents of SYSO GFH, in addition to the officer so authorized by these by-laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of SYSO GFH, and such authority may be general or confined to specific instances.
3. All funds of SYSO GFH shall be handled in accordance with the SYSO by-laws.