



BYLAWS

OF

SOUTH KENT RECREATION ASSOCIATION

A Michigan Nonprofit Corporation

ARTICLE 1 PURPOSE

The purpose of South Kent Recreation Association (SKRA) is to provide an organized sports program for the youth of southwestern Kent County. The program shall consist of team competition in the sports of baseball, softball, football, pom pon, and any other sport deemed beneficial for young persons between the ages of 5-15.

It is the philosophy and basis of the program that SKRA is organized to serve only the best interests of the youth involved. All youth, regardless of athletic ability, are eligible for SKRA and shall participate as fully and equally as possible on their assigned team.

ARTICLE 2 MEMBERSHIP

2.1 SKRA is organized on a non-stock, membership basis.

2.2 Eligibility. The parents and coaches of any youth participating in the SKRA program, and SKRA Bingo workers, are defacto members of SKRA. Officers and the board of directors are members of SKRA by virtue of their election or appointment if not already members as parents or coaches.

2.3 Geographical Area. Eligibility for team membership is not limited by geographical boundary, except that the youth of Wyoming, Kentwood, Grandville, and Byron Township are given first priority if space is limited.

2.4 Expulsion. Any member of SKRA may be expelled from participation in the program for serious cause only, by vote of two-thirds of the board of directors. Said member shall be given 10 days written notice of any meeting at which his expulsion shall be voted upon.

ARTICLE 3 MEETINGS

3.1 Monthly Meetings.

January: Executive Board

February: Executive Board, Baseball Director, Softball & Baseball Commissioners
March: SKRA Board & Membership

April: Executive Board

May: Executive Board

June: Executive Board, Football Director, Football & Flag Football Commissioners

July: SKRA Board & Membership

August: Executive Board

September: Executive Board

October: Executive Board

3.2 Meeting Changes. The President may cancel or change meeting dates/times if SKRA board is notified.

3.3 Special Meetings. The President or a majority of the board of directors may call special meetings. Notice of the time and place shall be given so as to notify as many members as possible under the circumstances.

3.4 Rules. All meetings shall be conducted pursuant to Roberts Rules of Order.

3.5 Attendance. All SKRA board members shall attend mandatory membership meetings. All SKRA board members are expected to attend monthly meetings during their sports.

ARTICLE 4 EXECUTIVE BOARD

4.1 Authority. The business, property and affairs of SKRA shall be managed by or under the direction of the executive board. The President shall have complete veto power on all votes, financial, rules, and the daily operations of SKRA.

4.2 Board. The executive board shall consist of a President, Vice President, Treasurer, Secretary, and Equipment Manager.

4.3 Removal or Resignation. An elected member may be removed for serious cause by a vote of three executive board members.

4.4 Vacancies. The President may appoint executive board members.

4.5 Duties. Executive board duties are listed below, unless otherwise directed by the President or Acting President.

a) President

- Preside at meetings
- Call special meetings
- Supervise and manage daily operations of SKRA
- Represent SKRA with governmental bodies
- Be resident agent of the corporation
- See that all orders of the board are carried into effect
- Appoint directors and commissioners

b) Vice President

- Act in the absence of the President
- Purchasing agent for SKRA
- Baseball tournaments
- Purchasing of equipment and uniforms
- Making sure SKRA fields are in safe working condition

c) Treasurer

- Collect and deposit all receipts to SKRA
- Pay all obligations of SKRA
- Maintain record of all monies received and disbursed
- Account to the board as requested
- Be responsible for the filing of all tax and other financial forms required by local, state and federal governments (Form 990)

d) Secretary and Public Relations

- Keep minutes of meetings
- Conduct correspondence as requested
- Organize and help run sign-ups
- All public relations activities
- Communicate with all sponsors
- Distribution of SKRA material to local schools
- Monthly report on all public relations activities to executive board

e) Equipment and Field Manager

- Distribute all equipment and uniforms
- Maintain equipment and uniforms
- Collecting and washing of all uniforms
- Collecting and repairing of equipment

- Making sure SKRA fields are in safe working condition
- Inventory of uniforms and equipment at the end of each sport

ARTICLE 5 COMMITTEES

The executive board may appoint such committees, as it deems beneficial for the daily operations of SKRA. The term of a committee automatically expires on December 31st unless extended or renewed by the board.

ARTICLE 6 ELECTIONS

6.1 The President position will be an elected position by a majority vote of the Executive Board. There can only be a vote for President for the following reasons:

- Retirement
- Removal for serious criminal conduct
- Another Executive Board Member wishing to run for President

All remaining Executive Board positions will be appointed by the President elect.

6.2 Resignation. Any executive board member may resign at any time by giving written notice to the executive board.

ARTICLE 7 FINANCES

7.1 Accountability. Any person handling funds of SKRA is under the strictest duty to account to the executive board for the funds in his or her possession.

7.2 Bank Accounts. Bank accounts shall be opened only upon the resolution of the executive board and shall contain the names of at least two depositors. Concessions and Bingo will have their own bank accounts.

7.3 Purchases. All purchases shall be made with the approval of the Vice President. SKRA will not be liable for purchases not properly authorized. All purchases shall have at least two quotes.

7.4 Registration Fees. The executive board shall determine registration fees for each sport. The executive board in case of undue hardship may waive fees. Fees will be waived for children of any SKRA board member. (See Article 12)

ARTICLE 8 RULES

Rules governing league play for each sport shall be developed under the direction of the executive board and directors of each sport. The board shall approve all rules at least thirty days prior to the beginning of league play. Rules may not be changed for baseball and softball after May 1st, and for football after September 1st, unless deemed necessary by the executive board.

ARTICLE 9 RECORDS

All books, documents, and other records pertaining to SKRA business are considered the property of SKRA and are to be returned to SKRA upon the completion of one's service to the organization.

ARTICLE 10 DIRECTORS

10.1 Appointment. The President or Acting President shall appoint all directors.

10.2 Term. Any director may resign by giving written notice to the executive board or may be removed for serious cause by a majority vote of the executive board.

10.3 Duties. Duties are listed below unless otherwise directed by President or Acting President.

- a) Bingo Director
 - Overseeing and running daily operations of Bingo
 - Turn in proceeds to Treasurer monthly
- b) Football Director
 - Overseeing / running football program and pom pon
 - Arranging referees from area high schools
 - Set up schedules with approval of Executive Board
 - Football signups
- c) Baseball Director
 - Overseeing / running baseball and softball programs
 - Arranging umpires from area high schools
 - Set up schedules with approval of Executive Board
 - Baseball signups
- d) Concession Director
 - Overseeing and running concessions
 - Ordering and maintaining stock
 - Overseeing concession workers time and pay sheets
(A concession director's assistant may be added with executive board approval)

ARTICLE 11 COMMISSIONERS

11.1 Appointment. Made by President or Acting President.

11.2 Term. Any commissioner may resign with written notice to the executive board or removed for serious cause by majority vote of the executive board.

11.3 Duties. Duties are listed below unless otherwise directed by the President or Acting President.

- a) Football Commissioner
 - Help football director oversee football program
 - Signups
 - Help with equipment and uniforms
- b) Baseball Commissioner
 - Help baseball director oversee baseball program
 - Signups
 - Help with equipment and uniforms
- c) Softball Commissioner
 - Oversee softball program
 - Signups
 - Help with equipment and uniforms
- d) Flag Football Commissioner
 - Oversee flag football program
 - Signups
 - Help with equipment and uniforms
- e) Pom Pon Commissioner
 - Oversee pom pon program
 - Signups

ARTICLE 12
SKRA BOARD

Shall consist of executive, directors, and commissioners.

ARTICLE 13
AMENDMENTS

These bylaws may be amended or repealed by a two-thirds vote of the executive board. If all members of the board are present and consent to the vote any bylaw may be amended or repealed without prior notice. Otherwise the Secretary must mail written notice of any proposed change in the bylaws to each member of the executive board at least fifteen days prior to meeting.

ARTICLE 14
GOVERNING LAW

Unless otherwise provided by the articles of incorporation or bylaws, SKRA shall be governed by the provisions of the Michigan Non Profit Corporation Act; Act 162 of 1982; MCL 450.2101 et seq.

ARTICLE 15
EFFECTIVE DATE

These bylaws are effective January 1, 2004.