

Tigers Football Club

Constitution and By-Laws

Tigers Football Club Constitution & By-Laws

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ARTICLE 1

Name and Affiliations

- 1.1 This organization shall be known as the Tigers Football Club, TFC (herein after referred to as the "Club").
- 1.2 The principle office of the Club shall be located in Hackettstown, New Jersey, at the discretion of the Board of Directors, with communication directed and addressed to 208 W. Valley View Ave, Hackettstown, NJ 07840
- 1.3 Club letterhead is not to be used by anyone without permission of the Board of Directors, and then only for Club activities.
- 1.4 The Board of Directors has the obligation to endorse the protection afforded to the Club by virtue of the logo trademark as filed with the State of New Jersey. As such, the Board of Directors will determine all usage of such logo. No group, team, committee, or any other organization or entity may use the logo without permission by the Board of Directors. As necessary, the Board of Directors will declare those vendors that are authorized dealers to re-produce the logo and may, at its discretion, add a financial surcharge for use of the logo. Any team award, authorized by the Board of Directors that uses the trademark logo must use an authorized dealer to supply such award

ARTICLE 2

Purpose and Objective

2.1 It is the intent and purpose to instill in the players, parents, coaches and directors the ideals of good sportsmanship, honesty, loyalty, courage, and respect. The Club is determined to teach poise and character to all those involved as it relates to activities occurring on or off the field of play, and to build healthier bodies and stronger minds of our youth, at the same time teaching them about fair play and sportsmanship. The purposes, for which this Club has been formed, are to develop and promote community interest in the sport of football; to provide opportunities for participation in organized football to all children, and to provide training in football fundamentals. Additionally, it is the intent of the Club to prepare its players to be ready to play football at Hackettstown High School. The children will be taught the basics and fundamentals of the offense, defense, and special teams that may be used by the High School coaching staff. It is also the intent and purpose that the Club shall be

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organized and operated exclusively for charitable and educational purposes in the public interest.

- 2.2 This shall be accomplished by the Club through the execution of four programs:
- A. Pad Level
 - B. Girls Flag
 - C. Unified Flag
 - D. K1 Flag
- 2.3 This Club is not organized for the financial profit of its directors, officers, or members. The Club may not issue stock or distribute dividends, and no part of the net income or earnings of this Club shall be used for the benefit of any officer or member of the Club, or any private individual, except as outlined in Article 5.G. Any donation or contribution not specifically addressed in these by-laws shall be acted upon by the majority of the Board of Directors. The majority of the Board of Directors shall act upon any donation or contribution not specifically addressed in these by-laws.
- 2.4 This Club shall not participate in, or otherwise intervene in any political campaign on behalf of any candidate for public office, consistent with the practices of a 501C (3) type corporation.
- 2.5 It is the intent of the TFC to abide by both the spirit of these rules as well as by the letter of these rules as they relate to all Officers, Directors, coaches, players and members.

ARTICLE 3

Meetings and Membership

- 3.1 The Club shall meet no less than eleven (11) times a year, in the months of January, February, March, April, May, June, July, August, September, October, and November. Meetings shall be held at a designated time and location as agreed to by the Board of Directors or at such place as may be designated from time to time by resolution of the Board. The Board of Directors shall meet in January for the purposes of re-organization.

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- 3.2 In the event of a change of a meeting, all voting members should be notified seventy-two (72) hours prior to the new date, by the Club Secretary. However, a regular meeting may only be changed by a majority vote of the Board of Directors. In case of inclement weather, a cancellation or postponement of a scheduled meeting should be made and all voting members of the Club should be notified at least four hours before the start of said scheduled meeting.
- 3.3 A special meeting can be called by any director, or by a minimum of three voting members of the Club. This request should be made at least forty-eight (48) hours in advance, through the Club Secretary. An attempt will be made to notify all voting members. Any two directors may call a special meeting of the Board of Directors. Such meeting shall be conducted at either the Board of Directors designated location, or at the place designated by the persons calling for the special meeting.
- 3.4 At all regular meetings, a majority of Board Members (six) must be present to constitute a quorum. Except as otherwise provided under these by-laws, no business shall be considered by the board at any meeting that the required quorum is not present.
- 3.5 A. Member of the Club: Current season parents and legal guardians of registered players, as well as current season head coaches and their coaching staff members, Directors, and Board Members may be Members of the Club. All Members of the Club primary living domicile must be located within the borders of Hackettstown, Allamuchy, Independence and Liberty Township and reasonable proof may be requested to confirm such residency.
- B. Voting Member: To be a Voting Member of the Club, you must first be a Member of the Club. Voting eligibility is earned by a Member of the Club who has attended no less than four (4) regular meetings, excluding special meetings (as described in Article 3.3), during a twelve (12) month period, inclusive of the current meeting, and be of age majority in the State of New Jersey. (voting rights begin at 5th meeting)
- C. Financial Standing: All Members of the Club must be in good financial standings with the Club. Any Member of the Club with unsettled financial obligations to the Club exceeding thirty (30) days past due is considered to not be in good financial standing. Members of the Club who are not in good financial standing will be suspended from the Club until such time as their debts are resolved.
- 3.6 The Government of the Club shall be vested in a Board of Directors, subject to the will of the membership. The Directors shall be elected in the manner prescribed in the by-laws. The inaugural Board of Directors shall be selected by the First Board of Trustees of the Corporation at the inaugural Board Meeting and shall serve their initial term as described in Section 4.4A

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ARTICLE 4

Board of Directors

4.1 The Club shall have a maximum of thirteen (13) officers. Collectively they shall be known as the Board of Directors. The Board of Directors consists of the following:

- 1) President, League Rep
- 2) Treasurer
- 3) Secretary
- 4) Director of Football, League Rep
- 5) Director of Girls' Flag, League Rep
- 6) Director of Unified Flag
- 7) Player Safety & Equipment Coordinator
- 8) Concessions Coordinator
- 9) Fundraiser & Event Coordinator

4.2 The Board of Directors may, at any time, revoke or modify any or all of the Board's authority so delegated, increase or decrease the number of directors on the Board, and fill vacancies.

4.3 The President, Director of Football, Treasurer, and Secretary will make up the "Executive Board" for signature purposely only. They will be responsible for banking, tax, gaming and other board signature requirements.

4.4 Each individual Board member shall have only one vote, regardless of the number of positions held.
The President will not vote unless to break a tie.

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4.5 The Directors shall be of the age of majority in the State of New Jersey, and the Directors shall serve without compensation. No Director will be personally liable for the debts, liabilities, or other obligations of the Club. Additionally, the Club, to the fullest extent permissible shall indemnify the directors of the Club under the laws of the State of New Jersey. Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Club against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status, whether or not the corporation would have the power to indemnify the agent against such liability under these By-Laws.

Term of office shall be as follows:

- A. President, Director of Football, Director of Girls Flag, Director of Unified Flag, Treasurer, and Secretary shall be elected by a majority vote of the voting membership of the Club, with a term of two (2) calendar years, or until he or she resigns, is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever comes first.
- B. Concessions Coordinator, Player Safety/Equipment Coordinator and Fundraiser/Event Coordinator, and any other newly created officer position shall be elected by a majority vote of the voting membership of the Club for a term of one (1) calendar years, or until he or she resign, is removed, or is otherwise disqualified to serve, or until his or her successor shall be elected and

4.6 It shall be the duty of the directors to:

- A. Perform any and all duties imposed on them collectively or individually by law, by Articles of Incorporation, or by these By-Laws.
- B. Appoint and remove, employ and discharge, and, except as otherwise provided in these By-Laws, prescribe the duties of all officers and members of this Club.

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- C. Supervise all officers and members of the corporation to assure that their duties are performed properly.
 - D. Meet at such times and places as required by these By-Laws.
 - E. Register their addresses with the Secretary of the Club. Notices of meetings may be mailed, faxed, or electronically sent to them at such addresses, and shall be valid notices thereof.
- 4.7 The functions of the Director, Assistant Director, Treasurer, and Secretary shall be described in "Robert's Rules of Order" most recent edition and are generalized in these By-Laws:

1. **The President:** shall serve as the chief executive officer of the organization and shall develop organizational goals for the upcoming year in collaboration with the Board of Directors. The President shall oversee the overall success, stability, and growth of the organization and shall serve as the primary liaison to the High School Athletic Director, Recreation Department, Town Council, and Booster Clubs. The President shall be responsible for securing fields for practices and games and for building schedules in coordination with the Directors. The President shall encourage, support, and assist Board members in fulfilling and succeeding in their respective roles and shall hold an automatic seat on all committees, participating at their discretion. The President shall work with the Board of Directors on the development, review, and approval of the annual budget and operating expenses and shall oversee the development of new programs and recruitment opportunities. The President shall recruit, orient, and train new members of the Board of Directors and shall be responsible for scheduling all home games and coordinating the assignment of referees. The President shall continue efforts to secure funding through sponsorships, grants, and other financial opportunities and shall oversee and assist with the development of the Unified Flag Program and its integration into the organization. The President shall oversee the organization's website and social media presence and shall establish, support, and guide the role of Social Media Coordinator. The President shall champion the promotion and development of football culture within the Hackettstown Sending District, maintain a positive working relationship with TCA, and shall appoint committee chairs as new projects or initiatives arise, subject to Board approval.
2. **The Treasurer:** shall be responsible for managing all financial matters of the organization, including collecting fees, paying expenses, distributing approved funds to Board members and vendors, and regularly reporting on the status of the budget and finances to the Board of Directors. The Treasurer shall prepare the annual operating budget for Board review and approval and shall oversee the Fundraising Coordinator and the Concessions Coordinator roles. The Treasurer shall oversee the Banquet Committee and may serve as Committee Chair or appoint a Chair as appropriate. The Treasurer shall file

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all required annual tax returns and complete the New Jersey nonprofit annual filing in a timely manner. The Treasurer shall complete and file all Games of Chance paperwork required for fundraising events and shall establish and maintain tax-exempt accounts with all vendors necessary for organizational purchases

3. **The Secretary:** shall record accurate minutes of all meetings and maintain the official records of the organization. The Secretary shall conduct a preseason meeting with Team Moms, either in person or virtually, to review and preview the upcoming season and shall manage program communications through Team Moms, the organization's website, email, and other approved channels. The Secretary shall work with the Concessions Coordinator and the Fundraising Coordinator to determine volunteer needs and shall communicate those needs to Team Moms for assignment and fulfillment. The Secretary shall train Team Moms on the use of the GameChanger application and shall assist the President with special projects and communication needs as requested. The Secretary shall communicate with all district schools and preschools regarding program registrations and shall distribute registration forms to schools requiring paper copies. The Secretary shall work with the President on online registration forms and shall coordinate and organize in-person registration and signing day events. The Secretary shall coordinate with parents to ensure that all player birth certificates are collected and maintained on file. The Secretary shall update and maintain the organization's website with all pertinent information, including but not limited to FAQs, Work Bond requirements, and Return-to-Play (RTP) policies.

4. **Football Director:** shall manage all aspects of the Tackle Football program and the Boys K-1 Flag Football program. Football Director shall serve as the primary liaison to the High School Football Coach and shall develop the offseason training plan for the program, including coordinating and conducting offseason coaches' meetings in collaboration with the High School Coach. Football Director shall attend all MCYFL league meetings as the organization's designated representative. Football Director shall nominate Head Coaches for Board approval and shall review and approve Assistant Coach candidates prior to presenting them to the Board of Directors. The Football Director shall work on and oversee the practice schedule and shall conduct conduct-related and disciplinary meetings with coaches as warranted, including Board members when appropriate. The Football Director and maintain a program playbook and adapt offensive schemes to align with the organization's philosophy and player development goals. The Football Director Football shall assist the President in all areas as needed to support the successful operation of the organization. drills, practice templates and playbooks.

5. **Director of Girls' Flag:** shall manage all aspects of the Girls Flag Football program and the Girls K-1 Flag Football program. The Director of Girls' Flag shall serve as the primary liaison to the High School

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Girls Flag Football Coach and shall develop and oversee the offseason training plan, including the management and organization of offseason tournament participation. The Director of Girls' Flag shall coordinate and conduct offseason coaches' meetings in collaboration with the High School Coach and shall attend MCYFL league meetings as the organization's designated representative when applicable. The Director of Girls' Flag shall nominate Head Coaches for Board approval and shall review and approve Assistant Coach candidates prior to presenting them to the Board of Directors. The Director of Girls' Flag shall conduct conduct-related and disciplinary meetings with coaches as warranted, involving Board members when appropriate, to ensure adherence to organizational standards and expectations.

6. **Director of Unified Flag:** The Director of Unified Flag shall develop, implement, and oversee the Unified Flag Football program to provide opportunities for special needs players who wish to participate in youth football. The Director of Unified Flag shall determine appropriate coaching, supervision, and safety requirements for the program and shall work collaboratively with the Football Directors to establish the criteria and operational needs of the Buddy Program. The Director of Unified Flag shall conduct outreach to local schools, community organizations, and related groups to recruit participants, volunteers, and coaches for the program. The Director of Unified Flag shall work with the Board of Directors to ensure Unified Flag participants are fully included in all organizational events and activities, including but not limited to Punt, Pass & Kick (PPK), Pink Out events, Tiger Night, and other TFC-sponsored programs.

7. **Player Safety & Equipment Coordinator:** shall Work with Football Directors to Ensure all Players returning from injury have proper medical clearance and follow, RTP protocol. Shall Hire, interview, approve, and schedule trainers for all Home Games and events as needed. Shall conduct annual Concussion awareness meeting with all Coaches Certify that all Coaches have Rutgers Certification. The Player Safety & Equipment Coordinator recommend to Board of any additional certifications Coaches should receive. The Player Safety & Equipment Coordinator shall **Complete Insurance accident report for any football related injury and assist parents with proper procedure to submit a claim.** Shall Schedule Equipment Pickups/Drop-offs, Schedule Annual Scale Certification & Schedule Helmet reconditioning. The Player Safety & Equipment Coordinator shall recommend Equipment/uniform purchases for upcoming seasons and stay current with industry trends on safety and practice equipment, recommend to Board and Football Directors, arrange tests if applicable.

9. **Concessions Coordinator:** Shall Determine Hours of Operation for Concession stands and Determine Menu for Concession Stands. The Concessions Coordinator shall determine Volunteer Needs for Concession Stands and Communicate to Secretary. Shall work with Treasurer to make sure there is enough Change, Vendors are paid for goods, and proceeds are turned over for reconciliation and deposit. The Concessions Coordinator shall

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work with the Fundraising Coordinator When planning Events to determine Concession Needs. Shall make sure equipment is in working order. The Concessions Coordinator shall communicate a weekly inventory and purchasing needs and recommend equipment purchase needs to board. The Concessions Coordinator shall schedule a **Preseason &** end of season Cleanout of stand.

10. **Fundraising/Event Coordinator:** Shall act as the Chair of fundraising and Special Events Committee and shall Recruit Volunteers to sit on this committee does not have to be just board members can be parents. The Fundraising and Event Coordinator shall Solicit Sponsors and Donors for Our Program and events and follow up with leads from Board Members on sponsors/donors. The Fundraising & Events Coordinator shall work with Treasurer to track donations. The Fundraising & Event Coordinator shall Plan and coordinate Annual PPK. Shall plan and Coordinate Annual LUAU/BeefSteak/BBQ or Determine and present replacement event. Plan and Coordinate Annual Pink OUT Event. Shall Set Up and Coordinate Spirit Wear Store, Set Pricing to provide small profit for TFC
 - a. In the event of a vacancy on the Board of Directors, a new President shall be appointed by approval of the remaining Board of Directors. For the vacancy of any office other than President such vacancy may be filled by temporary appointment by the President until such time as the Board shall fill the vacancy. Temporary appointment shall last no more than eleven (11) months.
 - b. Interested candidates shall contact the Secretary in writing by the October Club meeting. All known candidates should be announced during the November meeting. Write-in candidates will not be allowed. The Secretary shall publish the list of candidates no later than 14 days prior to the November election. Elections will be held during the November Club meeting. The Secretary or an appointee therein, shall preside over the election process.
 - c. Absentee ballots will NOT be accepted from voting members for election of directors, Constitution and By Law changes, and Rules & Regulation ratifications.

ARTICLE 5

Operating Policy and Procedures

All rules pertaining to practices, games, and qualifications for participation within the football program will be as stated in the Constitution & By-Laws of the Tigers Football Club. All rules within Article 5 can be adopted, amended, changed, or suspended, by an ordinary vote at any meeting of the Club. All rules pertaining to participation within the TFC football program, that are not covered by the Morris County Youth Football League

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rules, will be as set forth in the Tigers Football Club Rules and Regulations.

5.1 Rules of Operation:

A. Attendance:

1. Players are expected to attend all practices, scrimmages, and games, and participate in the manner as described in the player code of conduct.
2. Only legitimate absences that have been excused by the Head Coach or his/ her designee(s) are permissible. It is the responsibility of the player to contact the Head Coach, or his / her designee(s), if he or she cannot attend a practice session, scrimmage or game.
3. Players are expected to arrive promptly at the scheduled time, in full uniform and equipment. Unexcused tardiness and the failure to arrive at the field by the pre-determined time on game-day may result in the player not being permitted to play.
4. Unexcused Absences and Tardiness:
 - (a) An unexcused absence is defined as occurring when a player does not attend a practice, scrimmage, or game, and does not give prior notification to the Head Coach.

B. Behavior, Members of the Club & Guests:

1. It is expected that all Members of the Club & Guests will conduct themselves in a proper manner, according to the established philosophies of the Club, and as stated in the TFC Code of Conduct Documents as applicable.
2. Members of the Club & Guests must not make communication with the opponent, officials, or league reps on behalf of the team or on behalf of the TFC. Communication with league reps, officials and opponents is done solely by the Coaching Coordinator, or League representative as authorized by the TFC. Failure to conform is a violation of the Code of Conduct Regulations.

C. Behavior, Player:

1. All players must conduct themselves in a proper and respectful manner to their coaches and their fellow teammates at all times as stated in the Players Code of Conduct of the TFC. It is expected that all players shall refrain from any behavior which may discredit themselves or the Club, or may cause personal injury/ harm, such as the use/ abuse of alcohol, drugs or tobacco.

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2. Any flagrant behavioral infractions, as listed below, shall not be tolerated, and may lead to the immediate dismissal of the player, as determined by the Board of Directors.
 - (a) Use of profanity, vulgarity, and/or abusive language to a coach or fellow teammate.
 - (b) Gross insubordination.
 - (c) Fighting between teammates or with the coaches at practices, scrimmages or games.
3. Any minor behavior infractions during the practices, scrimmages and regular season games shall be handled in the following manner:
 - (a) First offense: Head Coach will issue a warning to the player and notify parent and/or guardian of said warning.
 - (b) Second offense: Head Coach will notify parent and/or guardian and advise of the player's possible suspension or dismissal from the program.
 - (c) Third offense: This may result in the automatic dismissal from the program for the remainder of the season, forfeiture of the registration fee, and all awards and trophies that the player would have been eligible to receive.

D. Equipment and Uniforms:

1. Once equipment and uniforms have been distributed, they become the sole responsibility of the player, his or her parents and/or guardians. Any loss and/or damage to said equipment will result in a monetary fine to the player, parents and/or guardians to cover costs for repair and/or replacement.
2. All uniforms and equipment are to be returned in good, clean condition on the designated day(s). If equipment is not returned on the designated days, and no other arrangements have been made, the Treasurer will cash the player's equipment deposit check. Acceptance of said equipment is an agreement to the above.

E. Parental Complaints:

1. Parents are encouraged to discuss any outstanding issues or matters with their team Head Coach, as it relates to their child. This shall not be done during a practice, scrimmage or game.

Under no circumstances should a parent walk out onto the playing field to discuss a problem

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during a practice, scrimmage, or game. Outstanding issues or matters with the coach should be discussed after practice, scrimmage or game so as not to cause a distraction to the team. Parents must wait twenty-four (24) hours before contacting a coach regarding any game related issues. Parents are expected to behave consistent with the terms outlined in the **Parent Code of Conduct**.

2. Parents can choose to forward any complaint directly to their level's Director. However, an attempt should first be made to resolve any and all outstanding issues with the Head Coach prior to escalating to the Director of their Level . All complaints addressed to their level's Director must be submitted in writing, in order to validate its legitimacy.
3. The Director, upon receipt of the complaint, may:
 - (a) Invite all involved parties (coach, Head Coach, and parents) to a special meeting.
 - (b) Hear testimony from all involved parties.
 - (c) Privately reach a decision concerning the events.
 - (d) Inform all parties involved, including the Board of Directors, of the decision.

F. **Registration and Fees:** The Board of Directors will determine the yearly registration fees by January of each year, where possible, and will establish any discount for early registration along with regular registration fees.

G. **Refund Policy:** The Board of Directors may refund the cost of registration in whole or in part based on the following schedule. No refund will be issued until all issued equipment has been returned and confirmed as such by the Director of Equipment and the Head Coach of the player's level.

1. Any player who leaves the program before Equipment Handout may be eligible to receive a 100% refund of the registration fees paid.
2. Any player who leaves the program after receiving equipment between August 1 and August 14 may be eligible for a full refund of their registration fees, minus a \$65.00 helmet recondition fee.
3. Any player who leaves the program between August 15 and August 31, may be eligible for up to a 50% refund of the registration fee paid.
4. Any player who leaves the program on September 1 or later will receive no refund of their

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registration fees.

ARTICLE 6

Coaches

- 6.1 Any Member of the Club that expresses interest in a Head Coach position cannot be denied an opportunity to apply. To be a Head Coach on any contact level, one should have coached for a minimum of two (2) years within the TFC. In the event there are no volunteers who meet the above requirement, the position will then become available for coaches with less tenure to be considered.
- 6.2 The Director of Each Level will review all candidate applications. They will then recommend the selection of the Head Coach, pending approval by the Board of Directors by the May Club meeting.
- 6.3 If a Head Coach resigns prior to the end of the current football season, or cannot fulfill his duties, the replacement of that Head Coach shall be made by the Director of that Level, on an interim basis. The individual appointed will carry out the duties of the Head Coach, for the duration of the season.
- 6.4 Head Coaches will select their own Assistant Coaches, subject to the approval of the Board of Directors and in accordance with these by-laws. The names of the Assistant Coaches should be submitted to the Director of that Level, by the July Club meeting. Additions made at a later date are also subject to review by the Director of that level Board of Directors. All coaches, head and assistant, must be certified through Rutgers S.A.F.E.T.Y All Assistant Coaches must ultimately be approved by the Board of Directors.
- 6.5 Any member of the Club may challenge the appointment of an Assistant Coach with a specific complaint. The Director will instruct the member to submit his complaint in writing, within seventy- two (72) hours. The complaint will then be presented to the Board of Directors. A decision should be made within seventy-two (72) hours of receipt of said complaint, by the Board of Directors.
- 6.6 All coaches that are interested in holding a position of either Head or Assistant football coach, at any level, must satisfy the conditions to be eligible to coach; this includes all State and Local Requirements.
- 6.7 Head coaches will be handed playbooks for their level each year. These playbooks will match the level's age and experience level and will increase in size and complexity at each level. Coaches are allowed to add a few "wrinkle" plays to the playbook, but the majority of play calling shall come from the designated TFC playbook. The President and Football Director will work with the HHS Head Coach in developing each level's playbook, with the goal, that each player progresses through the TFC program and enters

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HHS with the same fundamental base knowledge to properly prepare them for HHS. The playbooks will be handed in at the end of the year, and the coaches will receive their next level's playbook.

- 6.8 Injured Players: The head coach is responsible for submitting an injury report to the Player Safety Coordinator for any injury to a player during a TFC event within 48 hours. Any player not playing because of a serious illness or injury may not resume play until the player has submitted a doctor's note, clearing them to return to sports activities. For any concussion or suspected concussion related injury, the player must complete the Program's Return to Play (RTP) once they are cleared to return to sports activities by their physician. If no attempt is made to submit a medical clearance, that player shall not be eligible to participate.

ARTICLE 7

Removal of Coaches

- 7.1 The Head Coach of each team shall have the right to recommend the dismissal of an Assistant Coach, from his team, subject to review by and approval by the Coaching Coordinator and approved by the Board of Directors.
- 7.2 All other requests for dismissal of an Assistant Coach must be submitted to the Head Coach of that team, in writing and signed by the complainant. The Head Coach will then evaluate such a request and forward it to the Board of Directors. The recommendation of action to be taking will be made by a majority of the Board of Directors and the decision of the Board will be final.
- 7.3 Removal of a coach may be accomplished by the either of the following sequence of events:
- A. A formal complaint must be submitted in writing and signed by the complainant. Said formal complaint must be addressed to the Board of Directors. Said formal complaint must be reviewed within forty-eight (48) hours, excluding weekends and holidays, either at the next Club meeting, or at a special meeting of the Club, to be called by the Director; or
 - B. The Coaching Coordinator, may, at his discretion, recommend discipline of a coach, based on the failure of that individual to conform to the philosophies established by the Coaching Coordinator and agreed to by a majority of the Board of Directors. Discipline may include warning, suspension, or removal of said coach as determined by the Board of Directors. The said coach will have the opportunity to be heard at an in-person hearing prior to any decision by the Board of Directors. The decision of the Board of Directors is final.

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ARTICLE8

Supervision

- 8.1 The TFC is committed to provide a safe environment and to prevent child abuse and sexual misconduct. The TFC will make every reasonable effort to exclude any adult with a legally documented history of child abuse/molestation or any other conviction or record that would bring unnecessary risk to the health and safety of the participants of this organization. Therefore, every coach in the organization must complete a "Coaches Background Check" using a platform approved by either The Hackettstown Rec Department or by the TFC board
- 8.2 Supervision: During all events, scheduled or unscheduled, there must be at least two (2) Club approved certified coaches and/or adults per team present at all times. Failure to provide at least two (2) Club approved certified coaches and/or adults per team will result in an automatic end to that event until such time as the proper supervision arrives. An event will be defined as, but not limited to: team practice, special technique sessions, film meetings, team parties, or any event that requires a coach to be with the team. Failure to abide by this policy may result in the suspension of all offending coaches, to be determined by the Board of Directors.

ARTICLE9

Amendments

- 9.1 This Constitution and by-laws, or any part thereof, may be amended or repealed. Any voting member of the Club, in good standing, can propose an amendment change, but only those eligible to vote, can vote. Any amendment or repeal shall be brought to the by-law committee for consideration. The by-law committee shall present the proposed amendment with a recommendation for action by the Club. The process is as follows:
- 9.2 By-Law amendment(s) proposals must be presented in writing by a voting member to the Club at or prior to the February Club meeting and no later than the May Club meeting. The first reading of the

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proposed change will be presented to the Club at the next regularly scheduled meeting where it will be openly discussed and modified if necessary. Once discussed and/or modified, the new proposal should be included in the meeting minutes and distributed to the Club. After the second reading at the next regularly scheduled Club meeting the proposal will be acted upon with a motion and a final vote. No modifications can be made at the second reading. A two-thirds (2/3) vote of those in attendance, who are eligible to vote, in favor of the proposal, is required. Any proposal that does not achieve the necessary two-thirds (2/3) vote is rejected.

ARTICLE 10

Dissolution

10.1 This Club may be dissolved, first, by a two-thirds (2/3) vote of the Board of Directors, where all directors are in attendance, and then approved by two-thirds (2/3) majority of the voting membership in attendance in person or by proxy. Upon dissolution, all Club debts shall be liquidated and any remaining monies, if any, shall be distributed to the Hackettstown Recreation Department for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of New Jersey.

ARTICLE 11

Invalidity

11.1 The invalidity of any part of this Constitution and By-Laws shall not impair or affect the enforceability of the remaining provisions of this document.


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TFC BYLAWS SIGNATURE PAGE
(Hackettstown, NJ)


PLEASE PRINT
CLEARLY

Date Bylaws were Amended by the chapter
(Insert ADOPTED, AMENDED, REVISED as appropriate)

1-12-20
(Date)



President



Director of Football



Heather Baker
Treasurer



Tracy Cotter
Secretary