



OCEANSIDE POP WARNER
Football & Cheer

By-Laws
2018

Revised: October 2017
Approved: November 2018
Effective: January 2018

ARTICLE I - NAME

This Association shall be known as "OCEANSIDE POP WARNER", herein after referred to as the "ASSOCIATION". Oceanside Pop Warner is a 501(c) (3) non-profit organization and is a charter of Pop Warner Little Scholars, Inc.

Section 1: Use of Name

No person or persons affiliated with this Association may issue any statement, either written or verbal, to any newspaper, radio, television or any other communication media which might be interpreted to be an official statement, policy or position of this franchise or any of its affiliates without the expressed permission of the Board of Directors.

No person or persons affiliated with this Association may use or indirectly imply the name of Oceanside Pop Warner, Inc., this Association or any of its affiliates for any other purpose except to further the purposes and objectives as specified herein.

The President shall serve as the official spokesperson for this Association, except in those instances where the President and the Board of Directors direct other personnel to handle public relations.

ARTICLE II - OBJECTIVES

The objective of the Association shall be to instill in the youth life-long values of teamwork, dedication, honesty, loyalty and courage and a superior work ethic in the classroom and on the field. To inspire the ideals of good sportsmanship, health, citizenship and character in the youth of the community so they may reflect credit on themselves, their parents and their community. This purpose shall be achieved by providing a supervised, competitive and safety-oriented program. The supervisors shall bear in mind that the attainment of exceptional skills or the winning of games is second and the molding of future men and women is of paramount importance. At the same time, the importance of scholastic achievement will be stressed.

ARTICLE II - PRINCIPAL OFFICE

The principal address of the Corporation shall be at P.O. BOX 2415, Oceanside, CA 92051. The Association may have offices from time to time as designated by its Board of Directors.

ARTICLE III - GOVERNING RULES

Unless specified in the Association's By-Laws, member conduct will be governed under the most current By- Laws, the National Little Scholars Rule Book, and Administrative Rules of the National Pop Warner Little Scholars Program and the policies of Palomar Conference. Robert's Rules of Order, Newly Revised (RONR) shall govern the proceedings of all meetings, except where they conflict with the By-Laws of the Association.

ARTICLE IV – MEMBERS

Section 1: Class of Membership

This Association shall have one Class of member known as "Regular members".

Section 2: Members

General Membership is conferred by participation in this Associations Football and Cheerleading programs. Any person who is a board member, rostered volunteer, parent or legal guardian of a boy or girl who meets the standards of the current Rules and Regulations promulgated by Pop Warner Little Scholars, Inc. and who registers as a football player or cheerleader is eligible for membership. Registration of such boy or girl, and meeting the registration requirements where applicable as set by the Board of Directors, shall be the only acts necessary to attain membership.

Section 3: Duration

Membership is automatically terminated on December 31st of each year, and is renewed annually upon application for participation in either the OPW football or Cheer program and payment of the registration fees are paid in full, and volunteer commitments have been meet.

Section 4: Voting Rights

Each parent or legal guardian of a child participating in the Association, football and/or cheer program shall be entitled to **one (1) vote per child**.

Example: Two (2) children, with two (2) parents would be entitled to a total of two (2) votes only. The parent who registers the child will be the person to cast the vote, unless agreed differently in the household.

Furthermore, each board member or rostered staff member would be entitled to one (1) vote in the annual election. To cast a vote, the members must be in good standing. **If a person is both a board member and a rostered staff member, that person is only entitled to one (1) vote.**

Section 5: Removal of a Member

The Executive Officers, upon evidence of the misconduct of any youth participant and/or general member, shall handle the incident in accordance with the applicable section(s) of Oceanside Pop Warner Policy, Palomar Conference Policy, the National Rule Book and the National Administrative Manual. The Executive Board, by a two-thirds vote of the Executive Board Members at any duly constituted meeting, shall have the authority to suspend or remove any member whose conduct is considered detrimental to the best interest of this corporation under the rules of the association, conference and national.

ARTICLE V – GOVERNMENT

The Government of this association shall be under the direction and the supervision of the Associations Executive Board Members and Board Members.

Section 1: Business

Official business of the Association may be conducted at a regular or special meeting of the Association’s Executive Board and Board Members, if a quorum of the Executive Board and Board Members are present. A quorum shall consist of a simple majority of the total number of the Associations Board members (Executive Board and Board Members).

Two-thirds (2/3) of the total number of the Associations Board members (Executive Board and Board Members) shall constitute a quorum for the transaction of business.

Section 2: Executive Officers and Board Members

The management of the property of “Oceanside Pop Warner” shall be vested in the Associations Executive Officers and Board Members. The number of Executive Officers and Board Members shall be no less than five (5) and more than **seventeen (17)**.

The Executive Officers of the Board of Oceanside Pop Warner shall be:

President, Vice President of Football, Vice President of Cheer, **Player Agent**, Secretary, and Treasurer.

The Board Members of Oceanside Pop Warner shall be:

Football Commissioner, Cheer Commissioner, Cheer Player Agent, Uniform Manager, Equipment Manager, Team Parent Coordinator, Snack Bar Coordinator, **Scholarships and Grants Coordinator**, Little Scholar Representative, Business Manager Representative and Flag Representative.

Section 3: Election of Executive Officers and Board Members

A Nominating Committee for the Election of the Executive Officer position(s) shall be made by three (3) board members (Executive Officers and/or Board Members) appointed by the Associations Executive Officers at least 2 weeks (14 days) prior to Election Day. The Nominating Committee shall not include any Board Member(s) (Executive Officers and/or Board Members) that is listed as a nominee for an open position, and shall be announced to the General Members. The nominating committee will present to the Regular Members a list of open Executive Officers positions, position qualifications and instructions on how to submit a nomination. The election of the Executive Officers position(s) shall take place in October two (2) weeks (14 days) thereafter. The Executive Officers Members shall take office in January following the election year of their appointment.

Once elected, the Executive Officers Members shall present to the Board Members a list of appointees for ratification to the open Board Member positions. Each Appointee must be ratified by majority vote and their term of office shall be two (2) years. The Executive Officers Members shall present to the Board Members a list of open Board Member positions and appointees in December. The Executive Officers and Board Members shall elect for the Board Member position(s). The election of the Board Member position(s) shall take place during the First Executive Officers and Board Members meeting held in January.

Even Years: President, Player Agent, Vice President of Football,
Player Agent, Secretary

Odd Years: Vice President of Cheer and Treasurer

Section 4: Terms of Office

The Association President shall be elected for a four (4) year term. The Association Vice President of Football, Vice President of Cheer, Player Agent Secretary, and Treasurer shall be elected for a three (3) year term. The Association Board Member positions shall be elected for a two (2) year term.

No Executive Officer Member or Board Member shall simultaneously hold more than one (1) Executive Officer or Board Member position. No Executive Officer or Board Member shall serve as a Head Coach of any team, with the exception of Vice President of Cheer; Vice President of Cheer must be listed on each roster as an Assistant Coach for competition purposes or in the event a Head Coaching position cannot be filled the Vice President of Cheer may fill the position of a Head Coach.

In the event of a vacancy in the office of an Executive Member a special election will be held by the Executive Officers to appoint a successor to fulfill the unexpired term.

Section 5: Duty

It shall be the Duty of the Associations President and Executive Officers is to conduct all business of the Association under the direction and approval of the Associations Executive Officers and Board Members.

Section 6: Removal of Office

An Executive Officer or Board Member of the Association shall be removed from office by any affirmative vote of two-thirds (2/3) of the Executive Officers and Board Members. A vote to remove any Executive Officer must be held during a scheduled meeting of the Association.

Section 7: Vote

No Executive Officer or Board Member shall exercise more than one (1) vote. No voting shall be made by of way of proxy.

Section 8: Policy

Decisions of the Executive Officers and Board Members which are of continuing or sustaining nature shall be placed in a separate folder to be known as Board Policy. The Board Policy folder shall be maintained by the secretary and shall be present at all Oceanside Pop Warner meetings.

Additions, deletions or changes in official policy may be made by the Associations Executive Officers or Board Members at any duly constituted Oceanside Pop Warner meeting. You just need to keep Policy Folder to help update your own policy manual. Not all decisions will be distributed to your regular members.

Section 9: Meetings

Regular meetings will be held monthly or at the discretion of the Executive Officers and Board Members. The Executive Officers and Board Members will hold the Associations first meeting in January to plan out the year, and to nominate and elect the open Board Member position(s).

In case of Special Meetings, such notice shall include the purpose of the meeting and no matters not stated may be acted upon at the meeting.

ARTICLE VII - EXECUTIVE BOARD MEMBERS AND THEIR DUTIES

Section 1: Association President

Shall be the Chief Executive of the Association and shall, subject to the control of the Executive Officers and Board Members, have general supervision, direction and control of the business and affairs of the Association. Association President shall preside at all meetings of the Association, shall a be member of all committees except the nominating committee, shall have the power to appoint such committees as deems necessary and shall have one (1) vote only in case of a tie.

Section 2: Association Vice President of Football

The Association Vice President of Football shall serve in the temporary absence of the Association President with the full responsibility of that office. Shall serve in whatever capacity deemed necessary by the Association President. General duties may include any and all, but not limited to duties pertaining to the football program.

Section 3: Association Vice President of Cheer

The Association Vice President of Cheer shall serve in the temporary absence of the Association President with the full responsibility of that office. Shall serve in whatever capacity deemed necessary by the Association President. General duties may include any and all, but not limited to duties pertaining to the Cheer program.

Section 4: Association Player Agent

The Association Player Agent shall serve in the temporary absence of the Association President with the full responsibility of that office. Shall serve in whatever capacity deemed necessary by the Association President and shall be responsible for the rules, boundaries, player certification and volunteer applicants.

Section 5 Association Secretary

The Association Secretary shall be responsible for keeping and maintaining minutes of Associations meetings, keep up to date the Associations Policy folder and shall present a copy of Association Policy to the incoming Board of Directors at the annual meeting.

Section 6 Association Treasurer

The Association Treasurer shall maintain or cause to be maintained adequate and correct accounts of the business transactions of this Association. The Treasure shall promptly deposit all monies and other valuables in the name of and to the credit of the Association as directed by the Board of Directors. Shall prepare and present a complete financial statement at the annual meeting and shall report the financial status of the Association at each scheduled meeting.

ARTICLE IX- RULES

Section 1: Official Rules

The Official rules and regulations as adopted by Pop Warner Little Scholars, Inc. and Palomar Conference and Oceanside Pop Warner will be observed.

Section 2: Hearing Committee

The Executive Officers will establish a regulating committee of three (3) Executive Officers to evaluate rule infractions and report its recommendations for disciplinary action. This committee can be chaired by the Vice President/Player Agent, and/or any Executive Officers appointed by the Association President.

Section 3: Meetings

Roberts Rule of Order, revised, shall govern the proceedings of all meetings, except where the conflict with the bylaws of this Association.

ARTICLE X- AMENDMENTS

Proposed amendments of these by-laws shall be presented in writing at any official Oceanside Pop Warner meeting and will be incorporated herein upon the approval of the general members.