

**BYLAWS  
OF  
PETERS TOWNSHIP GIRLS LACROSSE CLUB  
a Pennsylvania non-profit corporation  
Adopted as of February 6, 2025**

**ARTICLE I  
General**

**Section 1  
Name**

The name of the corporation is Peters Township Girls Lacrosse Club (the "Corporation").

The PTGLC and the Lacrosse teams supported by it shall be affiliated with a league or leagues which best provide a level of competition commensurate with the team or team's ability to favorably compete. The league affiliation should reflect the values of the Peters Township Community along with the Peters Township Parks and Recreation Department and School District in relationship to surrounding Lacrosse programs participating in Girls Youth and Middle School Lacrosse leagues.

**Section 2  
Definition of Bylaws**

These Bylaws constitute the rules adopted by the Corporation for the regulation and management of its affairs.

**Section 3  
Offices**

The initial principal and registered office of the Corporation shall be 183 East Highland Drive, McMurray, Pennsylvania 15317. Thereafter the registered office of the Corporation will be at such place as may be designated by the Board of Directors of the Corporation (the "Board") from time to time.

**Section 4  
Fiscal Year**

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December of each year.

**Section 5  
Peters Township Park and Recreation Department Philosophy  
and Goals for Youth Sports Programs**

The PTGLC strongly advocates adherence to the Peters Township Parks and Recreation Department's statement of their philosophies and goals for youth sport programs including Youth Exemplifying Sports (Y.E.S), Character Counts, Sportsmanship Pledge, Guidelines for Enforcement of the Sportsmanship Pledge and all other initiatives as directed by the Peters Township Parks and Recreation Board and Department.

The Peters Township Park and Recreation Board of Directors feels strongly that the purpose of its recreational sports programs is to encourage and develop in children a love for sports in a safe and positive environment, while teaching skill development, teamwork, and sportsmanship.

The 3 major goals of recreational youth sport programs are:

- (1) To address the physical, social and emotional developmental needs of children.
- (2) To encourage participation in sports as a means to developing a healthy lifestyle, learning sportsmanship and having fun.
- (3) To learn and master the fundamentals of the game. Learning and participation are to be emphasized over winning.

In order to achieve these goals, all recreational sports programs will:

- (1) Encourage equal playing time among players (except for non-recreation teams or tournament teams).
- (2) Encourage coaches to teach players multiple positions and to give players the opportunity to try different positions within the game format when feasible (except for non-recreation teams or tournament teams).
- (3) Teach positive coaching techniques to coaches. Negative criticism is inappropriate for young children. Positive coaching builds self-esteem and team spirit.
- (4) Forbid stacking of teams. Competition must be fair so that everyone can experience the learning that comes from winning and losing (except for non-recreation teams or tournament teams).
- (5) Insist that all coaches, parents and players model good behavior at all times demonstrating their adherence to the following “Sportsmanship Code of Conduct”.

## **ARTICLE II**

### **Purpose and Powers**

#### **Section 1**

#### **Purpose**

The specified and primary purpose for which the Corporation is as provided in its Articles of Incorporation and these Bylaws, to wit: to devote and apply the property of the Corporation and the income to be derived therefrom exclusively for charitable, scientific, literary or educational purposes, either directly or by contributions to organizations duly organized to carry on charitable, scientific, literary or educational activities; provided, however, that no part of the net earnings of the Corporation shall inure to the benefit of any private shareholder or individual, and no part of the direct or indirect activities of the Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, or of participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

To the extent that it does not conflict with the general purposes set forth above, the primary purpose of the Corporation is to operate a lacrosse program for girls that will develop and promote the ideals of hard work, sportsmanship, responsibility, athletic teamwork and a confident self-esteem within a positive and safe environment.

Notwithstanding any other provision hereof, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code (the “Code”) and its applicable Treasury Regulations (the “Regulations”),

as they now exist or as they may hereafter be amended, or by any organization contributions to which are deductible under Section 170(c)(2) of the Code and the Regulations.

The Corporation may not engage in activities that are not in furtherance of these purposes.

## **Section 2 Powers**

Subject to the Articles of Incorporation, these Bylaws, and the restrictions required of an exempt organization under the federal and Pennsylvania tax law and Pennsylvania corporate law, the Board of Directors shall have the power and authority, within its discretion and exercise of judgment, to sell and dispose of any of the property or assets transferred to the Corporation, or subsequently acquired by the Corporation, and may invest and reinvest the income or funds thereby obtained, or the income from time to time accumulated, in any other property or assets which in its discretion it may determine is proper. Except to the extent necessary to avoid penalty, excise or income taxes, the directors are under no duty to diversify principal holdings used in the Corporation's exempt function. The Board of Directors shall not be responsible for any loss arising out of any investments made by it in the exercise of its judgment and discretion. The Board of Directors shall have power and authority to give a proxy to anyone selected by the Board of Directors to vote any of the shares and securities held by the Corporation at any meeting of any corporation having issued such shares or securities to the Corporation.

The Board of Directors is authorized to adopt bylaws to regulate the internal affairs of the Corporation so long as said bylaws do not conflict with the express terms of the Articles of Incorporation.

The Board of Directors and its successors shall have power to deposit the monies and securities belonging to the Corporation in such banks and safe deposits as it may from time to time select. The Board of Directors shall also have the power to borrow, mortgage Corporation property and accept mortgages from any purchasers of Corporation property. Any proceeds from these mortgages shall be applied to the exempt activities of the Corporation.

Further, but not in limitation of the foregoing, the Board of Directors shall have the authority to engage agents, advisors, and custodians to provide for the proper management and safekeeping of all or any part of the assets of the Corporation and may delegate such of its discretionary investment and administrative powers as it shall deem appropriate therefore.

## **Section 3 Tax-Exempt Requirements**

The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Code or corresponding provisions of any subsequent federal tax laws.

Notwithstanding any other provision hereof, the Corporation shall not carry on any other activities in any manner or for any purpose whatsoever which may jeopardize the status of the Corporation as an exempt organization under Section 501(c)(3) of the Code and the Regulations or corresponding provisions of any subsequent federal tax laws; nor shall the Corporation engage in any act of self-dealing as defined in Section 4941(d) of the Code or corresponding provisions of any subsequent federal tax laws; nor retain any excess business holdings in such manner as to incur liability under Section 4943(c) of the Code or corresponding provisions of any subsequent federal tax laws; nor make any investments which would jeopardize its charitable purposes and therefore would cause it to incur tax liability under Section 4944 of the Code or corresponding provisions of any subsequent federal tax laws;

nor make any taxable expenditures as defined in Section 4945(d) of the Code, or corresponding provisions of any subsequent federal tax laws.

**ARTICLE III  
Members**

The Corporation is a corporation organized on a non-stock basis in accordance with the applicable provisions of the Pennsylvania Nonprofit Corporation Law (“PNCL”). The Corporation shall have no members; as such, only members of the Board of Directors shall be entitled to vote on a matter.

**ARTICLE IV  
Directors**

**Section 1  
Number; Term**

The Board of Directors shall consist of no greater than nine (9) voting members, hereafter referred to as Officers, Board or Executive Board, the exact number to be determined by the Board of Directors from time to time. These named individuals shall collectively be known as the Peters Township Girls Lacrosse Club Executive Board. Adult members in good standing may serve in multiple Executive Board capacities in the event of a death, disability or resignation of a current Board member prior to term expiration. Executive Board titles and capacities shall include:

- President
- Vice President
- Treasurer
- Documentation Coordinator
- Marketing Coordinator
- Event Coordinator
- Parent Volunteer Coordinator
- Field/Equipment Manager
- At-Large Member

The initial directors shall be:

Lauren O’Brian- President

Katie Novelli- Documentation Coordinator

Mike Kita- Vice President

Kate Sirinek- Treasurer

Heather Kratsas- Marketing Coordinator

Hilarie Bauer- Field/Equipment Manager

Open- Parent Volunteer Coordinator

Laura O’Neill- Event Coordinator

Sara Garvey- At-Large Member

- A. The initial directors shall serve until the first annual meeting of the Board of Directors. Thereafter, directors shall be elected at regularly scheduled meetings of the Board of Directors. Each director shall be elected for the term of one (1) year and serve until his or her successor shall be elected and shall qualify, or until his or her earlier death, resignation or removal. Directors may be elected to serve consecutive terms.
- B. Nomination or election of PTGLC Officers will be available only to those adult members in good standing,
- C. The PTGLC shall be governed by the Executive Board which shall have full power to direct the affairs of the Club, run the day to day operations, and implement directives,
  - A. Recommend and create standing committees,
  - B. Create, review and approve the tentative annual budget,
  - C. Select an auditing committee of three (3) adult members in good standing or contract with an independent certified public accountant to audit the financial affairs of the PTGLC in the event of the resignation of the Treasurer prior to the expiration of his or her term. This measure will only be enacted where fiscal irresponsibility is alleged to exist with substantial material evidence of alleged fiscal wrongdoing,
  - D. Serve as the selection committee and shall select team coach(es),
  - E. Resolve any conflict, grievance or allegation that was brought forth before Team Counsel that remains undetermined or unresolved,
  - F. The Executive Board will perform an in-depth investigation surrounding circumstances that may ultimately lead to the suspension or banishment of an adult member in good standing. Investigation should include material evidence, interviews, written correspondence, and other documentation that may be utilized towards rendering a decision. A majority vote of all existing Executive Board Officers will be required surrounding banishment or suspension of an adult member in good standing.

**Section 2  
Vacancies**

Vacancies occurring on the Board of Directors by death, resignation, refusal to serve or otherwise, shall be filled by the remaining directors in accordance with the provisions of these Bylaws. Directors appointed to fill vacancies shall serve the term of office to which he or she has been appointed at which time they may be elected in accordance with the Bylaws for a full term.

**Section 3  
Meetings**

General Assembly and/or Executive Board meetings will be scheduled at the discretion of the President. A minimum of one (1) General Assembly meeting must be conducted prior to commencement of the season. Additional General Assembly meetings or Executive Board meetings may be conducted throughout the season as deemed necessary by the President. Only business for which the General Assembly or Executive Board meeting(s) was called may be conducted during said meeting(s).

**Section 4  
Quorum**

At all meetings of the Board of Directors, the presence of a majority of the directors then in office shall constitute a quorum. In addition to those directors who are actually present at a meeting, directors shall be deemed as present at such meeting if a telephone, electronic or similar communication equipment

by means of which all persons participating in the meeting can hear each other at the same time is used. The act of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. A majority of the directors present, whether or not a quorum exists, may adjourn any meeting of the Board of Directors to another time and place. Notice of any such adjourned meeting shall be given to the directors who are not present at the time of adjournment.

## **Section 5 Voting**

Each director shall be entitled to one vote on each matter submitted to a vote of the Board of Directors. An affirmative vote of a majority of the Board shall be required for the approval of all matters coming before the Board of Directors.

Written consent of those Board members who are unable to attend the meeting at which a vote on these actions is taken may be obtained prior to the meeting.

## **Section 6 Resignation; Removal**

A Board member may resign at any time by tendering his/her resignation in writing to the President of the Board which shall become effective upon receipt by the Corporation at its principal place of business or at such other later date or place as may be specified in the notice. Resignation or removal of a Board member will also constitute his or her resignation or removal as an officer of the Corporation.

## **Section 7 Committees**

The Executive Board or President may create such standing committees as deemed necessary to realize the objectives of the PTGLC. All standing committees will have an appointed Chairperson who will submit a plan of work to the Executive Board or President concerning designated undertaking. Chairperson will be an adult member in good standing with the PTGLC. Said Chairperson will also outline and provide the Executive Board or President with any additional adult members in good standing who will be involved in the undertaking of said committee,

A. Standing committees may include but are not limited to the following:

1. Publicity
2. Awards Picnic/Banquet
3. Player Registration
4. Game Day parent assignments for Scorekeeping/Field Preparation
5. Fund Raising
6. Uniform and equipment
7. Spirit Wear
8. Individual and Team Photography
9. Pre and Post season tournaments
10. Preseason indoor participation
11. Website
12. Transportation
13. Game Day Scheduling
14. Fall/Winter Leagues
15. Social Media/Communications

**Section 8**  
**Limitation on Power of Committees**

Each committee, to the extent expressly provided in the resolution establishing such committee, shall have and may exercise all of the authority of the Board of Directors. Notwithstanding the foregoing, however, no committee shall have the authority of the Board of Directors in reference to:

- (a) the adoption, amendment or repeal of the Bylaws;
- (b) the amendment or repeal of any resolution of the Board of Directors that by its terms may be amended or repealed only by the Board of Directors; and
- (c) action on matters committed by the Bylaws or resolution of the Board of Directors to another committee of the Board of Directors.

**Section 9**  
**Rules and Regulations**

The Board of Directors may adopt rules and regulations not inconsistent with these Bylaws for the administration and conduct of the affairs of the Corporation and may alter, amend or repeal any such rules or regulations adopted by it.

**Section 10**  
**Notices**

Written notices of the time and place of all meetings of the Board of Directors shall be sent to all directors at least five (5) days in advance of the date thereof. Such notice shall set forth the time and place of the meeting. For special meetings, the notice will state the general nature of the business to be transacted. Such notice shall be sent at the direction of the Documentation Coordinator or another designated officer of the Corporation and shall be delivered to each director either personally, by first class or express mail, postage prepaid, by facsimile transmission to his or her residence or place of business (or facsimile number) as listed on the records of the Corporation, or by e-mail at such e-mail address as listed on the records of the Corporation. If the notice is sent (i) by first class or express mail, it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail; (ii) by facsimile, it shall be deemed to have been given to the person entitled thereto when sent, provided that the sender receives a confirmation of such transmission, or (iii) by e-mail, it shall be deemed to have been given to the person entitled thereto when electronically sent, provided that the sender does not receive electronic notice that such e-mail was not sent to its intended recipient. Notice of an adjourned meeting shall be deemed to have been given if the date and time of the adjourned meeting are announced at the time of the adjournment.

**Section 11**  
**Waiver of Notice**

Whenever any notice whatsoever is required to be given under the provisions of applicable law, the Articles of Incorporation of this Corporation, or these Bylaws, a waiver of such notice in writing signed by the person or persons entitled to notice, whether before or after the time stated in such waiver, will be deemed equivalent to the giving of such notice. In the case of a special meeting, such waiver of notice shall specify the general nature of the business to be transacted. The attendance of a director at any meeting shall constitute a waiver of notice for such meeting, except where a director attends a meeting for

the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of any meeting need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these Bylaws.

### **Section 12 Action Without A Meeting**

Any action required or permitted to be taken at a meeting of the Board of Directors or a committee of the Board of Directors may be taken without a meeting, without prior notice and without a vote, if, prior to or subsequent to the action, all of the directors in office or comprising the committee consent in writing, including by electronic transmission such as email, to the action so taken. Written consents will be filed with the Documentation Coordinator of the Corporation.

### **Section 13 Compensation**

Board members and members of all committees shall receive no compensation for any services rendered in those capacities. However, nothing contained herein shall be construed to preclude any Board member or committee member from receiving compensation from the Corporation for other services actually rendered or for expenses incurred for serving the Corporation in any other capacity. No compensation shall be paid that would be considered an act of self-dealing as defined in Section 4941(d) of the Code.

### **Section 14 Personal Liability of Directors**

A director shall not be personally liable, as such, for monetary damages for any action taken in his or her capacity as a director, unless:

- a. The director has breached or failed to perform the duties of his or her office under Section 57B of the PNCL; and
- b. the breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

The preceding paragraph shall not apply to:

- a. the responsibility or liability of a director pursuant to any criminal statute; or
- b. the liability of a director for the payment of taxes pursuant to federal, state or local law.

Any repeal, modification or amendment of this subsection shall be prospective only and shall not affect any rights then existing of a director.

### **Section 15 Presumption of Assent**

A director of the Corporation who is present at any meeting of the Board of Directors at which action on any matter is taken shall be presumed to have assented to the action unless such director's



dissent shall be entered in the minutes of the meeting or unless such director shall file his or her written dissent to such action with the person acting as Documentation Coordinator of the meeting before the adjournment thereof, or shall forward any dissent by certified or registered mail to the Documentation Coordinator of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

## **ARTICLE V Officers**

### **Section 1 Enumeration**

The officers of the Corporation shall be a President, Documentation Coordinator, Treasurer, and any other officer as deemed necessary by the Board of Directors. Any number of offices may be held by the same person.

### **Section 2 Election and Term of Office**

All officers of the Corporation shall be elected by the Board of Directors at the annual meeting. Each officer shall be elected for the term of one (1) year, and serve until his or her successor shall be elected and shall qualify, or until his or her earlier death, resignation or removal. The initial officers shall be:

Lauren O'Brian – President

Katie Novelli – Documentation Coordinator

Mike Kita – Vice-President

Kate Sirinek – Treasurer

### **Section 3 Vacancies**

Any vacancy in any office shall be filled by the Board of Directors.

### **Section 4 President**

The President shall exercise general supervision over the affairs of the Corporation and shall conduct such affairs in accordance with the Articles of Incorporation and Bylaws of the Corporation and pursuant to the direction of the Board of Directors.

The President shall:

- A. Preside at all membership meetings of the PTGLC and its Executive Board meetings;
- B. Sign in addition to or in place of the Treasurer all orders on the treasury of the Association;
- C. Interpret the meaning of the By-Laws with such interpretations subject to the review by the collective Executive Board;

- D. Perform such other duties as may be required or prescribed in the By-Laws or assigned by the PTGLC Executive Board, League, School Board, or Peters Township Parks and Recreation;
- E. Coordinate the work of the Officers and Committees of the PTGLC in order that objectives be facilitated;
- F. Coordinate and schedule all games, scrimmages and tournaments for player participation unless otherwise reassigned to other Board member(s) or committee.

### **Documentation Coordinator**

The Documentation Coordinator shall:

- A. Take an accurate written attendance of all individuals present in all PTGLC membership or Executive Board meetings;
- B. Record the minutes of all meetings in written form;
- C. Provide a written account of most recent previous membership or Executive Board meetings in order to review, make available to membership and forward to Parks and Recreation Department Director as required;
- D. Have charge of and preserve all documentation, minutes, correspondence and transcripts or other important effects surrounding all PTGLC adult membership meetings in addition to all Executive Board meetings;
- E. Setup and maintain website for scheduling and registration;
- F. Communication to all members and players;
- G. At the conclusion of the Documentation Coordinator's final term in office, originals or copies of all above referenced shall be provided to the newly elected Documentation Coordinator or President;
- H. Additionally, the Documentation Coordinator shall perform all duties incident to the office of Documentation Coordinator and such other duties as may be required by law, by the Articles of Incorporation or by these Bylaws, or which may be assigned from time to time by the Board of Directors.

### **Treasurer**

The Treasurer shall:

- A. Maintain a checking account in the name of the PTGLC;
- B. Have custody of all funds of the PTGLC;
- C. Make deposits to said PTGLC checking account;
- D. Collect and keep a comprehensive and accurate record of all income and expenditures attributable to the PTGLC;
- E. Pay out funds only as authorized by the President or Executive Board;
- F. Present a brief verbal statement of finance at all Executive Board meetings;
- G. Present to the PTGLC an annual financial report and proposed season budget with assistance from other Board Members or Budget Committee;
- H. Make all matters of the Treasury available to the Executive Board no less than annually for purposes of audit;
- I. Provide a copy of the most recent bank statement at each Board Meeting;
- J. Receive and disburse the funds of the Corporation under the direction of the Board of Directors;
- K. Cooperate with the Board of Directors and, if deemed necessary or appropriate by the Board of Directors, retain auditors in connection with the accomplishment of an annual audit for the Corporation;
- L. Have custody of all records and documents relating to the property of the Corporation;

- M. Maintain proper books of account which shall be open at all times to inspection by the Board of Directors; and
- N. Render to the Board of Directors upon request a report of all activities executed as Treasurer. Additionally, the Treasurer shall perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation or by these Bylaws, or which may be assigned from time to time by the Board of Directors

#### **Vice President**

The Vice President shall:

- A. Preside in the absence of the President at all PTGLC membership and Executive Board meetings. In the event that the office of the Vice President shall become vacant during the elected term, said office will accede to the Presidency for the remainder of the term including voting privilege;
- B. Serve as an aide to the President as deemed necessary, surrounding all PTGLC affairs.

#### **Marketing Coordinator**

The Marketing Coordinator shall:

- A. Serve in the capacity(ies) deemed most necessary in the creation of, assisting or implementation concerning the affairs and business of the PTGLC. Most necessary affairs and business will be determined and agreed upon in conjunction with other Executive Board Officers prior to, during and at the conclusion of said season;
- B. Head advertising for registration;
- C. Setup spirit wear store, uniform purchasing, and picture day;
- D. Coordinate Fundraising.

#### **Event Coordinator**

The Events Coordinator shall:

- A. Serve in the capacity(ies) deemed most necessary in the creation of, assisting or implementation concerning the affairs and business of the PTGLC. Most necessary affairs and business will be determined and agreed upon in conjunction with other Executive Board Officers prior to, during and at the conclusion of said season.
- B. Head tournaments and banquet events

#### **Equipment/Field Manager**

The Equipment/Field Manager shall:

- A. Responsible for field lining (arrange for initial lining, check fields throughout season);
- B. Check fields for overgrown grass;
- C. Responsible for inventory pre and post season;
- D. Goalie equipment;
- E. Balls, cones, pinnies, extra sticks, goggles;
- F. Nets (remove netting for winter storage);
- G. Coach first aid kits.

#### **Volunteer Coordinator**

The Parent Volunteer Coordinator shall:

- A. Coordinate Parent Volunteers;

- B. Concession Stand;
- C. Secure EMT/Athletic Trainer for each home game;
- D. Mandated Reporter.

### **Member at Large**

The Member at Large shall:

- A. Provide any needed info/input/ help as necessary.

### **Other Officers**

All other officers of the Corporation shall have such responsibilities and perform such duties as may be prescribed by the Board of Directors.

## **Section 6 Removal of Officers**

Any officer elected or appointed to office may be removed by the persons authorized under these Bylaws or the Articles of Incorporation to elect or appoint such officers whenever in their judgment the best interests of the Corporation will be served. However, such removal will be without prejudice to any contractual rights of the officers so removed.

## **ARTICLE VI Execution of Documents**

All contracts and agreements authorized by the Board of Directors of the Corporation and all authorized checks, drafts, notes, bonds, bills of exchange, and orders for the payment of money shall, unless otherwise directed by the Board of Directors or required by law, be signed by the President. The Board of Directors may, however, by resolution authorize any officer to sign checks, drafts and orders for the payment of money singly and without necessity of countersignature.

## **ARTICLE VII Indemnification; Insurance**

### **Section 1 Indemnification**

Every person who is or was a party, or is threatened to be made a party, to (i) any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, or (ii) any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in his or her favor (hereinafter a "Proceeding"), by reason of the fact that such person serves or has served at any time as a director or officer of the Corporation, or who at the request of the Corporation serves or at any time has served as a director or officer of another corporation or of any partnership, joint venture, trust or other enterprise, shall be indemnified and held harmless by the Corporation to the fullest extent authorized by the PNCL, as now in effect or as may hereafter be amended (but, in the case of an amendment, only to the extent that such amendment permits the Corporation to provide broader indemnification rights than such law permitted the Corporation to provide prior to such amendment), from and against any and all of the expenses, liabilities or other matters referred to in or covered by said law. Such indemnification shall continue as to a person who has ceased to be a director or officer and shall inure to the benefit of the heirs, executors and administrators of such a

person. The indemnification provided by this Article may, at the discretion of the Board of Directors, be extended to persons serving the Corporation, or such other enterprise at the request of the Corporation, as an employee or agent, and shall not be deemed exclusive of any other rights to which any person may be entitled under any provision of the Articles of Incorporation, any bylaw, agreement, or vote of disinterested directors, or otherwise, both as to action in his or her official capacity and as to action in another capacity while holding such office.

## **Section 2 Reimbursement for Costs of Successful Defense**

To the extent that a director, officer, or if applicable, employee or agent, of the Corporation, or a person serving in any other enterprise at the request of the Corporation, shall have been successful on the merits or otherwise in defense of any Proceeding referred to in Section 1 of this Article VII or in defense of any claim, issue or matter therein, he or she shall be indemnified against all expenses (including attorneys' fees) actually and reasonably paid or incurred by him or her in connection therewith.

## **Section 3 Determination of Indemnification**

Any indemnification under this Article VII (unless ordered by a court) shall be made by the Corporation only as authorized in the specific case upon a determination that indemnification of the director, officer, or if applicable, employee or agent, is proper in the circumstance because he or she has met the applicable standard of conduct set forth in the PNCL, as amended. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to such action, suit or proceeding, or (2) if such a quorum is not obtainable, or, even if obtainable a quorum of disinterested directors so directs, by independent legal counsel, who may be one of the regular independent legal counsel of the Corporation, in a written opinion.

## **Section 4 Advance of Expenses**

Expenses (including attorneys' fees) incurred by a person in defending any Proceeding may be paid by the Corporation in advance of the final disposition of such Proceeding upon receipt by the Corporation of an undertaking in writing by or on behalf of the person to be indemnified to repay such amount if it shall ultimately be determined that he or she is not entitled to be indemnified by the Corporation as authorized in the PNCL. Such expenses (including attorneys' fees) incurred by other employees and agents may be so paid upon such terms and conditions, if any, as the Board of Directors deems appropriate.

## **Section 5 Insurance**

The Corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against any liability asserted against him or her and incurred by him or her in any such capacity, or arising out of his or her status as such, whether or not the Corporation would have the power to indemnify him or her against such liability under the provisions of this Article VII.

- A. The PTGLC shall require all participants and coaches to have membership in US Lacrosse to ensure the insurance benefits for the association are in order.

- B. New players prior to registration and US Lacrosse membership will be required to sign a waiver releasing PTGLC and the Executive Board from liability.
- C. An additional Directors and Officers Liability policy may be purchased at the sole discretion of the PTGLC Executive Board if deemed necessary and appropriate.

**Section 6  
Other Rights**

The foregoing right of indemnification shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under the Articles of Incorporation, these Bylaws, any agreement, vote of disinterested directors or otherwise, and shall inure to the benefit of the heirs, executors and administrators of such a person.

**ARTICLE VIII  
Restriction Regarding the Operation of the Corporation: Administration of Funds**

**Section 1  
Annual Report**

Pursuant to Section 5553(c) of the PNCL, as may be amended from time to time, the Treasurer shall annually submit a report, to be filed with the minutes of the annual meeting of the Board of Directors which details:

- (1) the assets and liabilities of the Corporation;
- (2) the principal changes in assets and liabilities of the Corporation during the previous year;
- (3) the revenue or receipts of the Corporation; and
- (4) the expenses or disbursements of the Corporation during the preceding year.

**Section 2  
Books and Records**

The Corporation will keep correct and complete books and records of account and will also keep minutes of the proceedings of its Board of Directors and committees, if any. The Corporation will keep at its registered office the original or a copy of its Bylaws including amendments to date certified by the Documentation Coordinator of the Corporation.

**ARTICLE IX  
Amendment of the Articles of Incorporation or Bylaws**

Except as otherwise provided herein the Bylaws of this Corporation shall only be made, altered, or rescinded by the affirmative vote of a majority of the Board of Directors.

- A. These By-Laws may be amended at any regular General Assembly Association meeting by a two-thirds (2/3rds) vote of all present adult members in good standing provided said meeting was communicated to General Assembly with intention of consideration for By-Law amendment(s).

- B. These By-Laws may be amended by the Executive Board by a seven-ninths (7/9ths) or greater vote, but not less than seventy-five (75%) of all Executive Board Officer

Except as otherwise provided herein, amendments to the Articles of Incorporation shall be proposed and may be adopted only by the affirmative vote of a majority of the Board of Directors of the Corporation.

The Board of Directors is hereby specially empowered to amend the Articles of Incorporation or these Bylaws to comply with the requirements of the Code, if the same is necessary, to procure an initial determination from the Internal Revenue Service that the Corporation is organized and operated exclusively for charitable purposes and qualified as an organization exempt from taxation within the meaning of Section 501(c)(3) of the Code, or the corresponding provision of any subsequent federal tax law.

## **ARTICLE X Dissolution of the Corporation**

At any time, with the assent of the majority of the directors, the Corporation may be wound up and the assets distributed in accordance with Pennsylvania law. Upon such winding up, or in the event of the dissolution or termination of the Corporation for any reason, the assets of the Corporation shall be distributed exclusively for charitable, scientific, literary or educational purposes, as the Board of Directors in its discretion shall determine, to one or more exempt organizations under Section 501(c)(3) of the Code as, in the sole judgment of the Board of Directors, have purposes most closely allied with those of the Corporation. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction exclusively for such exempt purposes of such organization or organizations as said court shall determine, which are organized and operated exclusively for such purposes.

In no event shall funds be distributed to an entity that does not qualify as tax-exempt under Section 501(c)(3), Section 170(c) and Section 509(a) of the Code or any corresponding provision of any subsequent federal tax laws.

## **ARTICLE XI Membership in Good Standing**

### **Section 1 Player Membership in Good Standing**

- A. Player membership in good standing within the PTGLC shall be subject to, and conditioned on acceptance of and adherence to the PTGLC rules and regulations as prescribed in said By-Laws. Player participants will be required to pay an annual participation fee as determined by the Executive Board or President. Participation fee reduction or waiver may be considered for any participant resulting from severe financial family hardship. Consideration for reduced or waived annual participation fee should be communicated directly to the President. Request for annual participation fee reduction or waiver will be held in the strictest confidence.

Player participation is a privilege which allows for participant losing membership in good standing in the event that the annual participation fee is not received and paid in full by the established dates as set forth by the PTGLC. Loss of membership in good standing may result in suspended or terminated participation in practices, scrimmages, games, tournaments and pre/post season competitions. Additional loss of membership in good standing may

result from participant behavior contrary to that outlined per the most recent edition of the United States Lacrosse rules, the Peters Township Parks and Recreation Department Code of Conduct, rules of sportsmanship applicable to Youth Exemplifying Sports (Y.E.S) or other well established rules of sportsmanship,

- B. Players in good standing will have no voting privileges in any PTGLC voting issues,
- C. Players in good standing must maintain residency in accordance with those established requirements as prescribed by the Peters Township Parks and Recreation Department,
- D. Prior to player participation, player's parent or legal guardian will be required to provide completed forms and authorization surrounding all established forms required for participation which may include those required by the PTGLC, Peters Township School District and/or Peters Township Parks and Recreation Department,

## **Section 2 Adult Membership in Good Standing**

- A. Adult membership in good standing within the PTGLC shall be subject to, and conditioned upon, acceptance and adherence to the PTGLC rules and regulations as outlined in the By-Laws. Adult members must be eighteen (18) years of age or older. Adult members will typically be the legal guardian of or a parent to a participating player, or past participating player. All referenced members in good standing will be eligible to be nominated and elected to an Executive Board Officer capacity.

Loss of adult membership in good standing may result from behavior contrary to that outlined per the PTGLC By-Laws, per the Peters Township Parks and Recreation Parent Code of Conduct, rules on sportsmanship or proper spectator behavior as outlined via the Western Pennsylvania Youth Lacrosse Association (WPYLA), or those rules surrounding spectator behavior as outlined in the most recent edition of the United States Lacrosse (Women's) rule book. Loss of adult membership in good standing will preclude adult member from all voting privileges on PTGLC issues. Loss of adult membership in good standing will preclude adult member from pursuing nomination as an Executive Board Officer within the PTGLC. Loss of membership in good standing concerning a current Executive Board Officer will require immediate resignation of his or her position. Loss of adult membership in good standing will be communicated directly to the adult member via the PTGLC Executive Board President or Board.

All adult members in good standing will be afforded the privilege of one (1) vote on all voting matters surrounding the PTGLC.

## **ARTICLE XII Finances**

- A. A bank account in the name of the PTGLC shall be established and maintained with all received monies deposited in a timely fashion to said account. All expenditures shall be evidenced by checks drawn thereupon said established account,
- B. The PTGLC shall adopt a fiscal year that commences January 1 and concludes on December 31 unless otherwise unanimously agreed upon by the Executive Board or amendment to the By-Laws,
- C. Annual participation fees will be clearly established and set forth by the President, Executive Board or Budget Committee prior to the start of the season,
- D. If a player terminates participation for any reason prior to the first game of the established season, any participation fee paid will be reimbursed at a rate of



100% minus all costs incurred by the PTGLC in reference to said player, i.e., insurance, preseason tournament expenses player participated in, pro rated indoor facility costs incurred, equipment costs specific to player, etc. Should participation termination occur any time after commencement of the first game of the established season, irrespective of player participation in said game, consideration of a partial reimbursement may occur at the sole discretion of the President or Executive Board dependent upon the conditions and circumstances surrounding said request for reimbursement.

### **ARTICLE XIII**

#### **Process for Grievances and Complaints**

- A. Complainant to personally contact a Board member no later than 24 hours after alleged incident, conversation, or action being grieved,
- B. Complainant to provide specific detail surrounding alleged incident, conversation, or action being grieved inclusive of any 3<sup>rd</sup> party or eyewitness accounting, (3<sup>rd</sup> party name(s) will be required for this consideration),
- C. PTGLC Board will make every attempt to provide an immediate and viable resolution that is amenable to all concerned parties. In the event that any party involved in resolution recommendation is not satisfied, a request for a formal meeting with the Board can be made.
- D. The Board will formally convene for the sole purpose of achieving an outcome to grievance. Prior to final determination, the Board may require direct input and testimony from complainant, and any/all other individuals involved in dispute. Determination of outcome by the Board shall be final and communicated directly to complainant and all involved individuals,
- E. The Board will not address any anonymous correspondence or phone calls.

### **ARTICLE XIV**

#### **Player and Team Selection**

- A. No player in good standing will be disallowed or “cut” from participation within the PTGLC after proper registration other than for reasons as outlined in said By-Laws,
- B. No player in good standing nor PTGLC teams will be eligible to participate with or against High School participants during the regular season,
- C. Teams will be established as deemed desirable and appropriate by the PTGLC Executive Board. Player selection will typically be grade appropriate unless unusual skill or size, age, physical or mental impairment, handicap or extreme mitigating circumstances warrant consideration for alternate team selection not consistent with attained grade level. Player team participation will generally provide for players in good standing currently enrolled in grades one (1); two (2); three (3); four (4); five (5); six (6); seven (7) and eight (8). .
- D. Player participation will automatically be afforded all returning players from previous season. New player or first year player participation will be provided on a “first come – first served” basis as outlined and provided via new and first year player orientation meeting(s), pre-registration and official registration. In the event that a new or first year player is not registered via this process, she will be placed on a player waiting list in the order received by the Registration Committee or Executive Board. Waiting list players will be afforded team registration in the order placed on said waiting list. In any particular season, the Executive Board or Registration Committee may opt to not making registration available to a specific grade. Circumstances surrounding this decision would include coaching staff or field restrictions. Additionally, situations whereby new player or first year player registration would be cause in far exceeding normal team limit capacity will also be reason to preclude

registration. This would occur in situations whereby the number of returning players from the previous season is already at team capacity.

## **ARTICLE XV**

### **Coaches**

#### **Section I**

##### **Selection**

- A. Any adult individual age eighteen (18) or older residing in the state of Pennsylvania shall be given consideration to coach within the PTGLC;
- B. All Head Coaches will be subject to Pennsylvania Criminal Background check in addition to Pennsylvania Child Abuse Clearance check. Under no circumstance will consideration be afforded to any individual who does not clear Pennsylvania Child Abuse Clearance. Consideration may be afforded an individual who does not clear the Pennsylvania Criminal Background check, based on review of specific circumstances by the Board;
- C. In accordance with USA Lacrosse rules, all coaches must:
  - a. Purchase a USA Lacrosse membership;
  - b. Complete Safesport or Abuse Prevention training;
  - c. Pass an NCSI background screening;
  - d. Complete a Level 1 online course;
  - e. Complete a Level 1 instructional clinic;
- D. Preference for Head Coaching selection will be afforded to individuals who have previous Lacrosse coaching experience and / or previous Lacrosse participation.

#### **Section II**

##### **Duties and Responsibilities**

- A. All coaches will make every effort to ensure the safety and well-being of every participant at all times;
- B. All coaches will be expected to be present and punctual for all scheduled practices, scrimmages, games and other Lacrosse activities;
- C. All coaches will be held accountable for the conduct of himself, assistant coaches and players;
- D. All Head Coaches will be expected to be certified in CPR and First Aid prior to commencement of season;
- E. All coaches will be expected to impart Lacrosse knowledge, training and skill development to players via recognized and accepted sporting methods of instruction;
- F. All coaches will be expected to encourage positive reinforcement and feedback as often as possible during the course of instruction and interactions;
- G. Head Coaches will be expected to attend all Executive Board meetings if so directed in addition to attending any pertinent affiliated league meetings in order to be properly informed in the understanding of league matters, dealings, requirements, etc.;
- H. Head Coaches will take immediate positive actions surrounding any occurrence involving hazing, shunning or other unsportsmanlike gestures involving teammates;
- I. Head Coaches will keep an attendance log to ensure guidelines surrounding equal playing time for all participants;
- J. Head Coaches will be responsible prior to commencement of their respective game to ensure that an Emergency Medical person is on site and located at the table area. Contests should not commence without said personnel properly recognized and seated. The Head Coach will ensure that communication is available prior to commencement of game. Additionally, Head

Coach to maintain contact player information, specifically to contact player guardian or parent in event of emergency. Head Coach will ensure that competent timekeepers, scorekeepers or other appropriate table personnel are located at the table area prior to commencement of game;

- K. All coaches are encouraged to attend established Lacrosse seminars and clinics designed for the purpose of imparting positive coaching techniques and training, lacrosse knowledge, transferable skill development techniques, and general coaching improvement, etc.;
- L. All coaches will be expected to adhere to and practice the ideals set forth in the Coaches Code of Ethics as outlined in the most recent edition of the United States Lacrosse Rules Book (women's), in addition to subscribing to the Peters Township Parks and Recreation Department Coaches Code of Conduct;
- M. All coaches will become familiar with and subscribe to the Peters Township Parks and Recreation Department Sportsmanship Pledge, the guidelines for enforcement of the Sportsmanship Pledge, and Philosophy of Youth Sports.

### **Section III Dismissal of Coach**

- A. All PTGLC Head Coaches, Assistant Coaches and coaching staff volunteers will be expected to comply with all duties and responsibilities as outlined in said By-Laws. Violation may result in warning, suspension both temporary or permanent or immediate and permanent dismissal from the PTGLC.

### **ARTICLE XVII MANDATORY US LACROSSE REGISTRATION**

In order to be a participant, coach, assistant coach or official of the Peters Township Girls Lacrosse League, registration with US Lacrosse is mandated. The League requires registration in order to carry insurance necessary to operate the league.

### **ARTICLE XVIII ANTI-HARASSMENT POLICY**

We are dedicated to providing a harassment-free experience for everyone, regardless of gender, race, sexual orientation, disability, religion, or any other protected classification. Everyone attending Peters Township Girls Lacrosse Club practice, game, tournament or any event is expected to follow this Anti-Harassment Policy. This includes but is not limited to: Players, Coaches, Assistant Coaches, Volunteers, Officials and Parents hereby (Participants). All Participants are expected to follow the Anti-Harassment Policy in any situation in which they are interacting with one another during an Event on or offsite. Harassment in any form, will not be tolerated.

- 1. Participant Behavior- Harassment includes, but is not limited to, offensive verbal comments related to gender, race, sexual orientation, disability, religion, or any other protected classification directed toward an individual or group. Intimidation, threats, stalking, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome attention will also be considered harassment. Similarly, sexual, racist, derogatory, threatening, or other

inappropriate language and imagery are not appropriate for any venue, including but not limited to practice, games, tournaments or any Event.

2. Recourse- If a Participant violates this Anti-Harassment Policy, the Event organizers may take any action they deem appropriate, including warning the offender or expelling the offender from this and/or future Events organized by them. No refunds will be granted to Participants expelled from the Event due to violations of this policy.
3. Reporting- If you are being harassed, witness harassment, or have any other concerns, please contact an organizer of the Event. If anyone is in physical danger or requires an immediate response, they are encouraged to notify appropriate law enforcement first.

**ARTICLE XVII  
AFFIRMATION AND EXECUTION**

Affirmed and executed by the PTGLC Board of Directors during the 2024-2025 season.

Peters Township Girls Lacrosse Club (PTGLC)

Lauren O'Brian, President

\_\_\_\_\_  
President's Signature

\_\_\_\_\_  
Date

Mike Kita, Vice President

\_\_\_\_\_  
Vice President's Signature

\_\_\_\_\_  
Date