

# BYLAWS OF MOUNTAIN RIDGE BOYS YOUTH LACROSSE

A Utah Nonprofit Corporation



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## REGISTERED AGENT & OFFICE

These bylaws (the “Bylaws”) are adopted for the governance of Mountain Ridge Boys Youth Lacrosse, a Utah nonprofit corporation (herein referred to as the “Corporation”). The name and street address of the Corporation’s noncommercial registered agent shall be as set forth in the Corporation’s articles of incorporation or annual report. The registered agent is subject to change from time to time by the Board of Directors, by the officers of the Corporation, or as otherwise provided by the Utah Revised Nonprofit Corporation Act (the “Act”). Mountain Ridge Boys Youth Lacrosse (*Established 2019, EIN: 84-3963864*) is a registered 501(c)(3) nonprofit organization.

## OVERVIEW & PHILOSOPHY

The mission of Mountain Ridge Youth Lacrosse (hereafter “MRYL” or “Program”) of the Intermountain Lacrosse Chapter (“IMLAX or the “League”), sanctioned by US Lacrosse, is to establish and maintain the vision, processes, procedures, and organization necessary to grow the player, grow the league, and grow the game. As a member of the League, Mountain Ridge’s Program is dedicated to the promotion, development, and administration of Boys Youth Lacrosse in Utah. The League is directly accountable to its members, constantly striving for fairness and excellence in all aspects of the game, and focused on providing the experiences that foster life-long lacrosse participation. As a Program, Mountain Ridge Youth Lacrosse will provide the safest protective equipment possible while maintaining a reasonable registration fee. Mountain Ridge Lacrosse coaches will build safe practices and game plans that include all players and provide opportunity for improvement and playing time for each participant. It is the Program’s objective to provide any youth having the desire to play with the opportunity to participate - regardless of financial or physical limitations. Furthermore, it is the Program’s objective to teach all participants the fundamentals of lacrosse, to build self-esteem in our youth, to instill pride in the community, and to exhibit good sportsmanship. Through the sport of lacrosse, our athletes will learn valuable life lessons, both on and off the field. We aim to prepare young athletes to play at the next level and will help them become contributing members of society. Mountain Ridge’s Program is committed to encouraging all adults in keeping the best interest and welfare of the youth as paramount, to behave in a positive exemplary manner at all times, and to keep the youth free from negative, adult issues. Simply stated, Mountain Ridge’s Program maintains the interest of the players first, the team second, the program third, and everyone else (*inclusive of board members, coaches and parents*) last.

### 1. BOARD OF DIRECTORS

- 1.1. Mountain Ridge’s Program shall be composed of an Executive Board consisting of (at a minimum) a President, Vice President, Secretary and Treasurer. Other Executive Board positions may be created based on the specific needs of the

Program. These optional Board positions may include: Director of Marketing, Director of Information Technology, Director of Logistics, Director of Communication, and Director of Coaching Development, etc.. All members of the Executive Board shall be voting members. The President shall be in charge of running the Program on a day to day basis in conjunction with the bylaws set forth herein.

- 1.2. Additional, non-voting positions may be created based on the needs of the Program and may include: High School Liaison, Public Relations Manager, Equipment Manager, Fields Manager and Home Field Setup/Table Official. As necessary, these additional responsibilities may be fulfilled by existing executive board members.
- 1.3. Minimum terms (the “initial terms”) will be two (2) years for President, Vice President, Secretary, and Treasurer. Minimum terms for additional Executive Board Members will be two (2) years for Director of Marketing, Director of Information Technology, Director of Logistics, and Director of Coaching Development, with elections to be held every one (1) year, or in the event of a vacancy within the board.
- 1.4. In no event shall any President serve more than four (4) consecutive years as Program President.
- 1.5. In the event an Executive Officer steps down, there are outstanding issues with the performance of said Executive Officer, or in the event someone decides to challenge or run for a position, a special election may be approved and held by the Executive Board. In the event an Executive Officer, with the exception of the President, vacates their position, the President will seek input and recommendations from the Executive Board, and the unexpired term will be filled with a new community member upon majority approval by the Executive Board.
- 1.6. All Executive Board Members are eligible to vote on Mountain Ridge Program matters and all program matters will be decided by a majority vote.
- 1.7. Executive Board Members must reside within Mountain Ridge boundaries.

## 2. ELECTIONS

- 2.1. Board nominations for the Mountain Ridge Program will be held at the March Board Meeting prior to the start of regular season play for Spring season. Anyone wishing to run for office on the Executive Board must submit their name in writing to the President and Secretary prior to the election. Those wishing to run for President must be a current or former member of the Executive Board. In the event no one on the existing Executive Board wishes to fill the vacancy of Board President, the position will be open at large, to members of the Mountain Ridge Youth Lacrosse community.
- 2.2. Elections will be held in person at a location to be designated by the Executive Board during the March Board meeting. The March Board meeting and election notification will be announced two weeks prior to the event. The results of the

elections will be determined before the end of the meeting. If the notification is not sent, the election will be postponed to the following month.

- 2.3. Those Mountain Ridge community members in attendance at the meeting are eligible to vote, and may represent one vote per household.
- 2.4. Executive Board Members must reside within Mountain Ridge boundaries.
- 2.5. Those that are elected to the Executive Board may begin to transition following the vote. However, their term of service will officially begin at the conclusion of Spring Season.

### 3. BOARD RESPONSIBILITIES

- 3.1. The Executive Board shall meet monthly, January through November. Additional meetings may be held as deemed necessary by the President. This organization will be governed by Parliamentary Procedure.
- 3.2. The March Board of Directors meeting shall be focused on organization, election of directors and officers and the transaction of other business.
- 3.3. Advanced notice will be given to all Executive Board members with the time, date, and location for all meetings.
- 3.4. Any director may resign at any time by giving written notice to the President or the Secretary of the Corporation.
- 3.5. Any vacancies occurring in the Board of Directors shall be filled for the unexpired term by the Executive Board with majority approval.
- 3.6. Any member absent from two consecutive meetings may be removed from the Executive Board at the discretion of the President.
- 3.7. An Executive Board member may be removed for cause with a majority vote by the Executive Board.
- 3.8. The Executive Board may appoint additional Board Members as determined necessary with majority approval from the Executive Board.

### 4. BYLAWS

- 4.1. Any and all amendments, deletions, additions, or corrections to Program Bylaws shall be submitted in writing to the President for consideration as deemed necessary, and these motions must be approved by a majority vote of the Executive Board.

### 5. DUTIES OF THE BOARD

- 5.1. To establish, promulgate, adopt, and enforce the articles, bylaws, policies and decisions of the Mountain Ridge Program.

## 6. DUTIES OF THE EXECUTIVE BOARD MEMBERS

- 6.1. **President** - To conduct and preside at all board meetings, to enforce the bylaws, and to run the program on a day-to-day basis in conjunction with the bylaws set forth herein. The President will delegate his authority to Executive Board members in carrying out Mountain Ridge Program business.
- 6.2. **Vice President** - To assist in matters of the President and Executive Board, and to perform duties as assigned by the President. The Vice President will act as President at times necessary, with full power and authority, in the absence of the President.
- 6.3. **Secretary** - To schedule board meetings and Program events, to maintain minutes at all board meetings, to maintain official documentation for the Program, and to prepare and update the rosters as directed by the Executive Board.
- 6.4. **Treasurer** - To manage all financial aspects of the Program, including budgets, funding, expenses, assets, and balance sheet, as directed by the President and Executive Board.
- 6.5. **Director of Information Technology (Website/Email Applications)** - To maintain all information technology aspects of the Program, including website administration and integration with email, social media accounts, 3rd party suppliers, and tools.
- 6.6. **Director of Marketing (Uniforms/Apparel/Swag)** - To coordinate with Program vendors on design of uniforms, apparel and other program-branded merchandise, as directed by the Executive Board.
- 6.7. **Director of Logistics (Equipment/Storage)** - To procure, disperse, collect, store and inventory all equipment as directed by the Executive Board. To maintain an accurate inventory of Program equipment, to ensure proper storage of equipment when not in use, to raise requests of equipment needs, and overall coordination of equipment distribution and collection with head coaches.
- 6.8. **Director of Communications (Email/Social)** - To market, promote and advertise information and events via email, social media, and general communications as directed by the Executive Board.
- 6.9. **Director of Coaching Development (Coach Coordination)** - To ensure coaches are properly trained, certified and equipped to properly teach the sport of lacrosse and to act as a liaison between the Coaches and the Executive Board. The Director of Coaching Development will maintain a record of coaches and their level of training and certification.
- 6.10. **Director of Culture** - To ensure that coaches, players and parents abide by the League's code of conduct and intervene in resolving conflicts when necessary.
- 6.11. **High School Liaison** - To maintain positive relationships between the high school and youth programs.
- 6.12. **Public Relations Manager** - To liaise with and maintain positive working relationships and joint activities with the board, coaches and community members.

- 6.13. **Field Manager** - To ensure sufficient practice and game fields are made available through city and school district officials and to coordinate game field setup, striping, cleanup, and making available restroom facilities at the fields.
- 6.14. **Home Field Setup** - To set up and take down game fields.  
*Note: This is a paid position by Intermountain Lacrosse (IMLAX).*
- 6.15. **Home Field Table Official** - To perform as a table official, operate the clock, keep score and track penalties during home games.  
*Note: This is a paid position by Intermountain Lacrosse (IMLAX).*

## 7. COACHES

- 7.1. All teams must obtain and appoint one (1) individual to act as Head Coach for every team, each and every season.
  - 7.1.1. A maximum of four (4) coaches are permitted per team to be in the sideline box area (*NFHS, US Lacrosse rule*).
- 7.2. All Head Coaches must be at least 18 years of age.
  - 7.2.1. All Coaches must register each season and complete an annual background check.
  - 7.2.2. All Head Coaches must be USL Bronze Level Certified within their 1st year and complete the US Lacrosse Safe Sport and Abuse Prevention training.
- 7.3. Head Coaches must express interest in writing and be approved by the Executive Board.
  - 7.3.1. Those interested in being considered as a Head Coach, must express interest in writing (*typically via the preseason coaches interest form*) prior to the start of the season.
    - 7.3.1.1. The Executive Board will review and consider all candidates for Head Coaching positions.
    - 7.3.1.2. In the event multiple parties express interest in a particular Head Coach position for any of the Competitive Divisions (*5/6 Grade and 7/8 Grade A and B Divisions*), interviews will be held with the Executive Board to determine and select the most qualified candidate.
      - 7.3.1.2.1. In the event multiple parties are interested candidates for a single Head Coaching position, they will be interviewed prior to the start of the season and evaluated based on a predetermined set of criteria, including: USL certifications achieved, previous coaching experience, previous playing experience, and overall cultural fit within the Program, etc.
      - 7.3.1.2.2. At the completion of the interviews, the Executive Board will hold a vote to determine and select Head Coaches for that season.

- 7.3.1.2.3. All candidates will be notified of the results at the conclusion of the voting process and all coaches will be formally announced during the pre-season Parents Meeting.
- 7.3.1.3. In the event an Executive Board member expresses formal interest in a Head Coaching position, they must abstain from participating in the interview and selection process for that particular grade and division.
- 7.4. Assistant Coaches are selected by the Head Coaches and approved by the Executive Board.
  - 7.4.1. Assistant Coaches may be younger than 17 years of age with approval from the Board President and formal notice submitted to IMLAX.
- 7.5. All Head Coaches & Assistant Coaches must successfully complete the mandatory IMLAX registration and background check.
  - 7.5.1. Coaches must maintain active membership with US Lacrosse.
  - 7.5.2. Coaches must successfully complete the Background Check.
  - 7.5.3. Coaches must abide by the IMLAX Coaches Contract.
  - 7.5.4. Coaches must agree to the IMLAX Concussion Protocol.
  - 7.5.5. Coaches must visibly display their IMLAX coaching badge in order to be on the team sideline during any IMLAX contest.
- 7.6. All coaches must abide by the bylaws of the Mountain Ridge Program, Intermountain Lacrosse and US Lacrosse.
- 7.7. A coach or assistant coach should, at all times, set a good example by his behavior. A coach must adhere to the following:
  - 7.7.1. Refrain from smoking in front of the players.
  - 7.7.2. Refrain from profane or abusive language in the presence of the players.
  - 7.7.3. Refrain from criticizing the players, yet reserve constructive criticism for private conversations or generalize constructive feedback in the presence of the team so that all might benefit and make the necessary adjustments.
  - 7.7.4. Accept decisions of officials as being fair and called to the best of their ability. Avoid undue harm to the team from unnecessary coach conduct penalties.
  - 7.7.5. Not criticize the opposing team, their coaches, or their fans, by word of mouth or gesture.
  - 7.7.6. Not permit any player to re-enter any game after being badly injured or bruised.
  - 7.7.7. Abide by the field athletic trainers' decision in all matters of player's health, injuries, and ability to play.
  - 7.7.8. Refrain from excessive "sideline coaching" and leaving the sideline box area to shout instructions.
  - 7.7.9. Strive to make every lacrosse learning activity serve as a training ground for life.



- 7.7.10. Be prepared to hold down the score of any game once the outcome of that game is no longer in doubt.
- 7.7.11. Treat IMLAX staff, game officials, table crew, coaches, parents, players and board members from other programs with the utmost respect and be willing to “take the high road” when the same courtesy is not extended to them.
- 7.8. All coaches should be approved by the Executive Board by a majority vote.
- 7.9. A coach may be removed for a period set forth by the IMLAX or Mountain Ridge Executive Board (typically, one season) for failure to enforce the rules or failure to adhere to the policies of this organization.
  - 7.9.1. Dismissal of a coach shall require majority approval of the Executive Board. If an immediate action must be taken and cannot wait for a meeting of the Executive Board, the President or the Vice President may take necessary action.
  - 7.9.2. Reinstatement of a coach following suspension shall require majority approval of the Executive Board and will be determined upon adherence to individual’s conduct and any stated terms related to the suspension.

## 8. MANDATORY PLAY RULE

- 8.1. Every registered player must receive a fair amount of playing time each game, especially with the development divisions (*K-4th grades*), and according to position with the competitive divisions. The only exception to this is for disciplinary action or injuries, which must be communicated in writing to the President prior to game time.
- 8.2. Disciplinary action must consist of disobeying team rules, vulgar language, refusal to play in the position assigned, etc. If there is a dispute between the coach and the parent regarding playing time, the Executive Board may intervene. As necessary, a meeting will be held with a member of the Executive Board to mediate the situation.
- 8.3. Players cannot play for multiple teams within the program or league and must play within their high school district boundaries or be enrolled at the school outside of their normal high school district boundaries (*unless a boundary variance exception has been formally granted by IMLAX*).

## 9. ANTI-BULLYING POLICY

- 9.1. Mountain Ridge’s Program believes the game of lacrosse is a privilege to play. We choose to surround ourselves with players of integrity and respect for themselves and other players. We have a zero tolerance policy regarding bullying. If a player, parent, coach or board member is caught bullying in person or cyber-bullying, they are at risk of being restricted from practices, games or the league depending on the severity of the circumstances. It does not matter if the

bullying occurs during lacrosse or outside of lacrosse. The situation will be investigated and discussed with the Executive Board who will make the decision based on a majority vote.

## 10. REGISTRATION

- 10.1. Mountain Ridge registration fees will be reviewed and set each year no later than November (*Spring Season*) and July (*Fall Season*). The fee will be set by the President after consultation with the Executive Board.
- 10.2. Refunds shall be governed by the Intermountain Lacrosse policy and refund amounts will be determined by the Mountain Ridge Program.

## 11. SCHOLARSHIPS

- 11.1. Intermountain Lacrosse (IMLAX) provides a formal, on-line scholarship application form that must be submitted by the parent of the player requiring assistance with league season fees (*This does not include rental gear fees*).
- 11.2. Mountain Ridge may also provide scholarships for qualifying players in need of this support for team fees and uniform fees. The President and Treasurer will individually screen each applicant and make a final decision.
- 11.3. The intent of granting scholarships is to assist in matters of financial hardship and when extenuating family situations would prohibit the individual from participating in the sport.
- 11.4. The amount of scholarships provided will be discussed and approved by the Executive Board.
- 11.5. In most cases, where a scholarship is awarded, some form of payment will be required, or the player may be asked to perform service in lieu of payment.

## 12. US LACROSSE AND IMLAX CONFERENCE POLICIES & BYLAWS

- 12.1. Mountain Ridge's Program adopts all bylaws of US Lacrosse (*National Governing Body of Lacrosse*) and IMLAX Conference (*Utah Chapter of Lacrosse*), even if said bylaws are not specifically covered in the Program bylaws.
- 12.2. Refer to [Intermountain Lacrosse Utah Youth Lacrosse League Policies](#) (*January 2018*)