

Cowboy Kids Wrestling Club

Constitution and Bylaws

Article 1: Name

The name of this organization shall be the Cowboy Kids Wrestling Club Corp. To be abbreviated hereinafter CKWC.

Article 2: Purpose

2.1

The purposes of the corporation are to encourage and improve the standards and appreciation of wrestling in the state of Wyoming for men, women, girls, and boys by providing training in wrestling skills, organizing meets and tournaments, offering instruction in officiating, conducting coaching clinics, instructing children and parents in the selection of proper equipment, working to provide adequate practice facilities, and associating with other wrestling clubs. All of the aforementioned purposes are for the broad purpose of building good moral character, strong bodies, and promote appreciation for sportsmanship.

To protect its members with a sound insurance program.

To aid in traveling expenses for those members who qualify and participate in regional and national qualifying tournaments and exchange trips.

Article 3: Membership

3.1

Membership in the CKWC is granted to any parent or guardian who pays the annual membership fee (which includes a U.S.A. Wrestling card) for participating children as designated by the board of Directors.

3.2

Membership entitles parents or guardians to attend all meetings as voting members and it entitles their children to participate in the wrestling program.

3.2A

Voting rights shall consist of one vote per family,

3.3

The membership fee shall be payable as designated by the Board of Directors or at the time the wrestler first joins CKWC and on a designated wrestling season.

3.3A

There may be a reduced fee for families with more than one wrestler.

3.4

No wrestler will be eligible and/or allowed to participate in any wrestling event unless membership fees are paid in full prior to the wrestling season. Birth certificates must be presented before a wrestler can participate in practice.

3.4A

Scholarships may be granted on a case-by-case basis determined by
The Board of Directors.

3.5

Participation of parents and wrestlers are encouraged in fundraising, tournament presentation and promote the good conduct of wrestlers. It is the parent's, officer's, and coach's responsibility to see that those participating in the CKWC program demonstrate an atmosphere of positive character on and off the mat.

3.6

Membership into CKWC and participation in the club's activities
shall take place without regard to race, color, religion, sex, or national origin.

Article 4: Officers

4.1

The Officers shall be a President, Vice President, Secretary, and the Treasurer,

Club officers shall be elected to a 2 year term by majority vote of the general membership.

Presidential candidates must be active board members or officers for a minimum of one year prior to election.

Treasurer candidates must be active board members or officers for a minimum of one year prior to election unless there is no such person available.

Treasurer and Vice President Officers shall be elected/re-elected during even years.

The President and Secretary shall be elected/re-elected during odd years.

4.2

Club officers shall hold office during the succeeding fiscal year from June 1st May 31st.

4.3

In the event that any officer is unable to serve his/her full term the Board of Directors may appoint a substitute.

Nominees for Officers and Board members will be announced a minimum of one week prior to election.

Article 5: Duties of Officers

5.1 President

The President shall preside over all regular and special meetings, oversee the execution of regulations (Constitution and By-Laws), and exercise general supervision over the club. The President shall also recommend all committee personnel to the Board of Directors for their final approval. The President or their designee shall reserve facilities for practice sessions, competitive events and club meetings. He/She shall also supervise the check out and return of all CKWC uniforms and other such duties that may be assigned by the Board of Directors.

5.2 Vice President

The Vice President shall assist the President and shall serve in the absence of the President. The Vice President shall also perform other such duties that may be assigned by the Board of Directors.

5.3 Secretary

The Secretary shall record the minutes of all Board, regular and special meetings and report these to the appropriate groups. The Secretary shall assist the President with the club's correspondence. The Secretary shall also be responsible for the registering and mailing of those registrations, when required, to tournament hosts of upcoming events. The Secretary shall also perform other such duties that may be assigned by the Board of Directors.

5.4 Treasurer

The Treasurer shall collect and disperse money as directed by the Board and shall provide a financial statement to the Board of Directors of CKWC every quarter of the fiscal year. A financial statement shall also be provided to all members of CKWC if requested by any member of CKWC. The Treasurer shall also perform other such duties that may be assigned by the Board of Directors. The financial records of CKWC will be available for inspection at any time.

Article 6:

Board of Directors

6.1

The President, Vice President, Secretary, Treasurer, and Head Coach shall function as the Board of Directors,

The Board of Directors shall also hold office during the succeeding fiscal year from June 1 through May 31st.

The President of the club shall also serve as the President of the Board of Directors.

In the event that any board member is unable to serve his/her full term, the Board of Directors may appoint a substitute.

Each Board member will hold a wrestling leader membership with USA Wrestling

Each member of the Board of Directors may hold only one position on the Board of Directors.

Only one family member may serve on the Board of Directors.

Article 7: Duties of Board of Directors

7.1

The primary function of the Board of Directors shall be that of planning and carrying out the objectives of the CKWC organization.

7.2

The Board of Directors shall be empowered to purchase or otherwise acquire necessary equipment and dispose of or sell property not needed by the CKWC organization.

7.3

The Board of Directors shall appoint on an annual basis and will appoint the head coach.

7.4

The Board of Directors shall appoint a tournament director on an annual basis. The tournament director will plan local tournaments and carry out any and all other actions relative to these duties.

7.5

The Board of Directors shall vote on the approval of the special committee and committee personnel, to fulfill the purpose of this club.

7.6

Any three(3) of the five (5) Board members shall constitute a quorum of the Board of Directors.

7.7

Removal of Officers/Board Members shall as follows:

7.8A

Any Officer, Directors, or Board Member may be removed from Office for any just cause at any time by the affirmative vote of two thirds of all CKWC members. Upon request of any member for a special meeting regarding removal of such person, the meeting shall be held within two weeks of such request.

7.8

The Head Coach shall design and supervise a practice schedule that has been approved by the Board and shall hold a minimum of two coaches meeting prior to wrestling season. The Coaches shall be registered

with USA wrestling and achieve a copper level certification. The Coach(es) shall also perform other such duties that may be assigned by the Board of Directors.

7.9

Head Coach or his designee shall be solely responsible for the functions of the training sessions, and may divide the wrestlers into groups as necessary, and assign assistant coaches to perform specific functions and/or coach designated functions.

7.10

It shall be the responsibility of the coaches to maintain proper conduct of the wrestlers at all times when they are engaged in training sessions.

7.11

Coaching staff shall have the privilege of dismissing unruly participants from practice sessions in order that the proper learning environment be maintained.

7.12

Habitual disciplinary problems shall be referred to the Special Committee and the committee shall decide how to deal with the disciplinary problem.

Article 8: Special Committee

8.1

The Board will appoint a standing special committee of 5 members to take responsibility for grievances, elections, or for any special need by the Board of Directors. Three members on the Special Committee must not be on the Board of Directors.

8.2

Any three (3) of the five (5) committee members shall constitute a quorum of the Special Committee.

Article 9: Meetings

9.1

The annual membership meeting shall be held at the end of the season, at which time the Board of Director elections shall be held.

9.2

The President shall call meetings for club members and the Board of Directors as needed

9.3

The Special Committee Chair may call committee meetings as needed and shall report back to the Board of Directors

Article 10: Conduct of Membership

10.1

All club members; parents/guardians and wrestlers are responsible for their conduct at all functions and events in which they are representatives of CKWC.

10.2

All members, parents/guardians and wrestlers are to adhere and abide by the rules and regulations as stated by the sponsors of all functions and events.

10.3

Any infraction of the aforementioned rules and regulations may be grounds for review by the CKWC Committee and the Board of Directors.

10.4

Failure to adhere to the Conduct of Membership will result in disciplinary action as deemed necessary by the Board of Directors and the coach/es and may affect future club participation the following year.

Article 11: Grievance Procedures

11.1

The filing of a grievance shall be done in the following manner:

11.1.1

The filing of a grievance shall be in written form and bearing the signature of the person (s) who is filing the grievance.

11.1.2

The grievance shall be presented to a member of the CKWC Board of Directors within 72 hour's time of the violation.

11.2

The handling of a grievance shall be done in the following manner:

11.2A

The President or other Board Member presents the grievance to the Special Committee and notify the party who the grievance has been filed against.

11.2B

The Special Committee shall call a meeting within five (5) days for the purpose of addressing the grievance.

11.2C

The Special Committee shall notify the person the grievance was filed against of the time and location for the meeting so that he/she may have the option to attend and if necessary, address the issue.

11.2D

A decision by the Special Committee shall be made within 24 hours and the head of the Special Committee shall notify the person the grievance was filed against of their decision in writing.

11.2E

All decisions made by the Special Committee shall be in effect for the remainder of the current fiscal year.

11.2F

All decisions made by the Grievance Committee shall be final.

Article 12: Use of Funds And Equipment

12.1

The funds raised by CKWC, except such as may be designated by the special purposes, shall be appropriated by the Board of Directors to pay the legitimate and necessary expenses of CKWC in carrying out its primary purpose. No funds of CKWC, nor any procured by it, shall be appropriated or used without prior approval of the Board of Directors.

12.2

If expenditures are incurred without the Boards pre-approval, then it will take a unanimous vote by the Board to get approval of said expenditures. Expenditures NOT approved by the Board of Directors will be the responsibility of the individual incurring the expense.

12.3

Coaches may be compensated with board approval.

12.4

No equipment of CKWC shall be used by any individual or organization not affiliated with CKWC without prior approval of the Board of Directors. No equipment of CKWC will be used for any purpose other than it was designed for.

12.5

Coaches must meet associated USA Wrestling and Wyoming Amateur Wrestling Association requirements for Head Coach, Head Pairing Official, Head Mat Official, and other required training costs may be compensated for CKWC at the Board of Directors discretion.

12.6

An annual audit shall be conducted prior to the end of the fiscal year. The audit team shall consist of the Treasurer, President, and one General Member appointed by the Board,

12.7

In the event that a substitute Treasurer is appointed at any time during the fiscal year, a financial audit of the Treasurer's records for the partial fiscal year shall be performed within 30 days of the said appointment date.

12.8 Financial Governance

a. Contracts and Other Writings:

Except as otherwise provided by resolution of the board or board policy, all contracts, deeds, leases, mortgages, grants, and other agreements of CKWC shall be executed on its behalf by the treasurer or other persons to whom CKWC has delegated authority to execute such documents in accordance with policies approved by the board.

b. Checks, Drafts:

All checks, drafts, or other orders for payment of money, notes, or other evidence of indebtedness issued in the name of CKWC, shall be signed by such officer or officers, agent or agents, of CKWC and in such manner as shall from time to time be determined by resolution of the board.

c. Deposits:

All funds of CKWC not otherwise employed shall be deposited from time to time to the credit of CKWC in such banks, trust companies, or other depository as the board or a designated committee of the board may select.

d. Loans:

No loans shall be contracted on behalf of CKWC and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the board

Article 13: Rules of Order

13.1

All meetings shall be conducted in accordance with Roberts Rules of Order.

Article 14: Amendments

14.1

Constitution and By-Laws of this club may be amended at any regular meeting of the club by a majority vote of the members present and voting.

14.2

The Constitution and By-Laws in no way may conflict with the Articles of Corporation of the Cowboy Kids Wrestling Club. (Non-Profit corporation).

Article 15: Conduct of Membership

15.1

All club members; parents/guardians and wrestlers are responsible for their conduct at all functions and events in which they are representatives of CKWC.

15.2

All members, parents/guardians and wrestlers are to adhere and abide by the rules and regulations as stated by the sponsors of all functions and events.

15.3

Any infraction of the aforementioned rules and regulations may be grounds for review by the CKWC Committee and the Board of Directors.

15.4

Failure to adhere to the Conduct of Membership will result in disciplinary action as deemed necessary by the Board of Directors and the coach/es and may affect future club participation the following year.

From Constitution And By-Laws of the Cowboy Kids Wrestling Club.

In addition, CKWC will NOT tolerate negative criticism of wrestlers, Officials, Coaches, or Members at any event, practice, or competition, CKWC will NOT tolerate the use of profanity or fighting at any event, practice, or competition. CKWC will expect parents, family and friends to conduct themselves in a sportsman like fashion at all events. CKWC is an organization whose ultimate goal is to provide a positive experience for all of its athletes and members.

15.5 Abuse and Harassment

Abuse or harassment of any kind will not be tolerated within the organization. This means CKWC does not accept any of the following behaviors that is to include but is not limited to: physical, sexual, emotional or verbal abuse, harassment or similar misconduct from any person towards athletes, staff, coaches, officials, volunteers, parents, spectators or any other persons while they are participating in or preparing for events or activities conducted under the auspices of CKWC. CKWC will timely respond to any and all allegations of abuse or harassment in matters that are within the purview and jurisdiction of WAWA. WAWA expects that allegations of abuse or harassment that are properly within the purview and jurisdiction of officials or persons at other levels or of other organizations will be timely responded to and dealt with as appropriate. When necessary and appropriate, this information should be communicated to the appropriate authorities for investigation and should be reviewed by appropriate officials with timely notification to the alleged offender or such allegations.

Any person accused of sexual or physical abuse may be asked to resign voluntarily or may be suspended until the matter is investigated and resolved. Regardless of criminal or civil guilt in the alleged abuse, the continued presence of the person could be detrimental to the reputation of the organization and could be harmful to the participants. A person who is accused but later cleared of the charges, may request to have a suspension lifted or, if applicable, to be reinstated within the organization. Reinstatement is not a

right, and no assurance is made that the person will be reinstated to his/her former position. Any person who violated this policy, who fails to appropriately report matters covered by this policy, who makes a false report with respect to matters covered by this policy or who threatens retaliation or reprisal against an individual for reporting a matter under this policy will be subject to discipline or other action as may be within the purview and jurisdiction of CKWC.

15.6 Safesport training

CKWC strongly encourages that each parent and, as appropriate, athlete complete safesport training at the beginning of each wrestling season. Twice per season, CKWC will post Safespot training opportunities in a readily visible location that may include but is not limited to one or more of the following outlets; social media, club website, posted fliers in the practice facility, or club email.

I have read the above and agree that my family, guests, and myself will abide by this code at all events, practices and competitions. I understand that any violation by myself, my family or guests could result in expulsion from CKWC for my entire family.

Parent or Guardian Signature

Date

Board Member Acceptance

President

Vice-President

Treasurer

Secretary

Head Coach