



Mission Statement and Bylaws of Issaquah Lacrosse Club

Mission Statement

The Issaquah Lacrosse Club is dedicated to organizing, developing and promoting the sport of lacrosse within the Issaquah community while fielding competitive teams at all levels. ILC is committed to honoring the game by instilling values of sportsmanship and integrity in an environment that places team accomplishments above personal achievement. ILC develops leaders through scholastic achievements and athletic endeavors while emphasizing the importance of community service.

Issaquah Lacrosse Club Bylaws

Article I: Name of organization

- A. The name of this organization shall be the Issaquah Lacrosse Club (ILC), in the remainder of this document to be referred to as the Club.
- B. Issaquah Lacrosse Club is a non-profit organization.

Article II: Affiliations

- A. All student athlete members of ILC are also members of US Lacrosse.
- B. ILC is affiliated with the Washington High School Boys Lacrosse Association (WHSBLA) for all high school age players, grades 9-12.
- C. ILC is affiliated with the Greater Eastside Lacrosse League (GELL) for all youth age players, grades K-8.

Article III: Purpose

- A. The purpose of Issaquah Lacrosse Club is to fulfill the mission statement by providing support for all ILC teams through practice, game operations, fundraising, general club business and activities.

Article IV: Focus

- A. The Club shall focus on tasks needed for player registration, field scheduling, competition, travel, fundraising, publicity, game operations and other support as needed.
- B. The Club shall not focus on player team placement, playing time or other coaching decisions. All such decisions are the responsibility of the Varsity Head Coach, filtering down to team coaches of the Club at all levels.
- C. All Club members are required to understand and follow the Code of Conduct at their respective school (K-8 or HS). All disciplinary action to be taken regarding any player shall be in accordance with the appropriately referenced Code of Conduct.

Article V: General Membership

- A. The General Membership shall consist of all student athletes currently registered to compete on an Issaquah Lacrosse Club team and their parents/guardians.
- B. A “member” is defined as an athlete and their parents/guardians as one unit. Each member carries one vote.
- C. To be eligible to compete for the Issaquah Lacrosse Club, student athletes in grades 5-12 must be enrolled in an Issaquah School District school that matriculates to Issaquah High School or be eligible as an ISD resident attending home school or private school without an option for lacrosse. Grades K-4 will focus on student athletes attending elementary schools that matriculate to Issaquah High School however the Club may accept athletes from neighboring districts that do not have K-4 programs.
- D. The general membership shall meet annually and approve the Board of Directors in accordance with bylaw Article VI, item D. A simple majority vote is required to approve the slate of board members each year.
- E. The general membership must approve any changes to these bylaws. A simple majority vote is required to approve changes.

Article VI: Board of Directors

- A. The Board of Directors consists of seven officers to include: President, Vice President (HS Coordinator), Treasurer, Secretary and Registrar, Club Events and Fundraising Coordinator, Game Operations Coordinator and Youth Coordinator.
- B. The Program Director (Varsity Head Coach) of the Issaquah Lacrosse Club works with the Board of Directors but per WHSBLA policy serves as an unofficial, non-voting member
- C. The Directors are elected for a one-year term but may be reelected in the same position, or another Director position each year.
- D. Nominations for Director positions are publicized to the general membership via an electronic address on file with the Registrar and held open for 30 days prior to the election.
- E. If vacancies occur during a term, the Board of Directors, at its discretion may appoint a replacement to serve the remainder of the term.
- F. If needed, Co-Directors may fill each office, though each office collectively carries one vote in all business matters.
- G. The Board will meet as deemed necessary by the President, the Program Director, or any officer, to carry out the business of the Club.
- H. A majority of the Board must be present or available via electronic communication, in order to conduct business.

Article VII: Duties of the Directors

- A. Each Director has the right to seek help from other Club members in an effort to delegate tasks towards completing responsible duties. Though, it remains responsibility of each Director to ensure all assigned duties are completed in a timely and professional manner.

B. President

- Presides over the Board and general membership meetings.
- Responsible to coordinate all club publicity and communications
- Responsible to work with the Program Director as a liaison to the school district.
- Responsible to lead the Board in the hiring and or dismissal of the Program Director.
- Responsible to lead the Board in the determination of the annual salary for the Program Director.
- Responsible to work with the Program Director to lead the Board in the determination of annual salaries for the Youth Director as well as all other coaches in the program.

C. Vice President (HS Coordinator)

- Responsible to assist the Varsity Head Coach in completing any and all non-coaching related duties especially during the Out of Season period when the Varsity Head Coach may not coach program kids.
- Responsible to assume the role of President in the event the President is unable to complete their term.
- Responsible to arrange transportation (busses/vans/flights) for all high school level games, tournaments and events.
- Responsible to insure club insurance policy is updated and renewed annually.

D. Treasurer

- Responsible to seek direction from Program Director and Youth Director in submitting an annual budget for approval by the Board.
- Responsible to seek direction from Program Director and Youth Director in developing a fee structure for club dues.
- Responsible to oversee all income and expenses and review with the Board.
- Responsible to pay club invoices in a timely fashion.
- Responsible to keep accurate and current financial records.
- Responsible to complete annual audit for Board review.
- Responsible to prepare and file appropriate administrative, regulatory and tax documents annually, or as required.

E. Secretary/Registrar

- Responsible to record minutes of Board and General Membership meetings.
- Responsible to coordinate registration of all players.
- Responsible to assist Program Director and Youth Director in maintaining database of all club registrants.

F. Club Events/Fundraising Coordinator

- Responsible to oversee/coordinate annual fundraising projects for the club.
- Responsible to oversee/coordinate annual Issaquah Lacrosse Club BBQ Day and/or other club events.
- Responsible to oversee/coordinate annual high school level Awards Banquet.
- Responsible to oversee/coordinate any and all community service events.
- Responsible to oversee/coordinate sale of club apparel.

G. Game Operations Coordinator

- Responsible to coordinate a Table Crew for all high school level HOME games to include timers, spotters, scorekeeper, announcer and scoreboard operators.
- Responsible to insure all Home Game Day Operation boxes are in working order to include scorebooks, air horns, timing devices, pen/pencils and communication devices (walkie-talkies).
- Responsible to coordinate a scorekeeper for all Varsity away games.
- Responsible to coordinate the pick-up and drop off of Home Game Day Operation Box for all youth level home games.
- Responsible to coordinate with Youth Coordinator the scheduling of Game Day Supplies (tent, table, chairs, scorer/timer box) needed for all youth level Home Games.

H. Youth Coordinator

- Responsible to operate as a liaison between the youth and HS level groups
- Responsible to assist the Program Director in web communications and database management of K-4 program
- Responsible to assist Youth Director in web communications for 5-8 program
- Responsible to coordinate with Game Operations Coordinator the scheduling of Game Day Supplies needed for all youth level Home Games

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