

AMENDED 2024 BY-LAWS OF
PRICEVILLE COMMUNITY RECREATION ASSOCIATION

We, Priceville Community Recreation Association, Inc. a/k/a PCRA, do hereby band ourselves together and adopt for our government and plan of recreation the following Constitution and By-Laws and do hereby amend in its entirety the By-Laws dated May 4, 2016, Amendment October 4th, 2020, and Amendment September 8th , 2024.

ARTICLE 1

PURPOSE

The purpose of this association will be to promote and sponsor athletic and recreation activities, or any other type of organized activities deemed advisable by the board of directors, for the youth in the Priceville Community School District and to promote and sponsor excellence in the teaching of sports for the youth of the community including good sportsmanship, safety, fair play, discipline, team building, and skills development. To this end the Association will do any and all acts to promote and expand this purpose.

This association will establish open lines or communication with the school systems to assure the opportunity for any child having the desire to participate in the sport, independent of race, sex, creed, financial or physical ability.

This association will also establish a similar rapport with local township officials and community leaders to establish well-maintained fields, to promote growth through a positive publicity effort, and to offer appropriate training for participants, coaches, and referees at all ages and skill levels.

ARTICLE II
THE ASSOCIATION

Section I. The location of this Corporation will be in Priceville, in the County of Morgan, in the state of Alabama. 54 North Park Rd, Decatur Al 35603 will be the address of the registered office and mailing address of P.O. Box 2991, Decatur Al 35602

Section 2. The representative colors of this association shall be yellow-gold, black and gray or white.

Section 3. This association will adopt and maintain By-Laws and Operating Rules which maintain, complement and reflect the purpose herein stated for this Corporation. These By-laws

and Operating Rules shall be reviewed every 2 (two) years or as needed or as determined by the Board of Directors.

ARTICLE III

GOVERNMENT

The governing body of this association is elected by the voting membership. The association is governed by a President, Vice President, Secretary, Treasurer and number of Directors as stipulated in these By-Laws. They will have complete jurisdiction and final authority in all association matters. They will govern based on the most current edition of the Association By-Laws and Operating Rules as adopted by the Board.

1. Board of Directors

- 1.1. The corporation shall consist of six (6) Directors. The terms of office for the Board of Directors shall be two (2) years, electing three (3) new members each year. The Board shall be elected by the members at an annual meeting in October of each year, the three members receiving the majority of the vote shall be declared elected. Members may be nominated by the floor as candidates for the Board of Directors. Any director may succeed himself or herself in office. In the event, the office of any director becomes vacant by reason of death, resignation or removal, the remaining directors may hold a special meeting to elect a successor director to fill the remaining term of office.
- 1.2. Directors shall assume office immediately following the Annual Meeting and election and will hold office for the length of their position's term.
- 1.3. In addition to the powers and authority expressly conferred upon it by these By-Laws and Operating Rules, the Board of Directors may exercise all powers of the corporation and do lawful acts that are not by statute, or by the Articles of Incorporation, or by the By-Laws, or by the Operating Rules to further the purpose of this association. The Board of Directors shall adopt such rules and regulations for the conduct of its meetings and management of the corporation, as it deems appropriate.
- 1.4. The Board of Directors will also include the following officers, who are appointed to conduct the daily business of the association. All officers will have full voting rights. (President, Vice President, Secretary, Treasurer)
- 1.5. The Board of Directors may authorize the appointment of temporary committees to handle periodic or specific business issues required by the association.
- 1.6. A majority of the Board of Directors shall constitute a quorum for the transaction of association business. Each director and officer is determined upon the basis of a majority of directors' present.
- 1.7. The annual meeting of the membership, at which time the Board of Director will be elected, shall be held in October of each year. The term of the office of the remaining directors shall continue for one (1) and two (2) year terms and shall

serve until successors are elected, death, resignation or removal by a majority vote.

- 1.8. The Board of Directors will meet at least once a month, at a time and place they will set, to plan and organize business, manage the properties and affairs of the association, and/or to conduct special meetings to guide the work of the various committees, and in general to guide and coordinate the various activities of the association. The board meeting will be open, and visitors may speak when conversation is opened.
- 1.9. A monthly treasurer's report will be submitted at each meeting for the approval of the board.
- 1.10. The board shall approve the meeting minutes as prepared by the secretary.
- 1.11. If occasions or situations arise that are not fully covered by these By-Laws, the Board of Directors will have the full power to decide in such cases by a majority vote.
- 1.12. All board of directors shall obtain yearly background checks.

2. Officer/President

- 2.1. President -the paid membership shall nominate and elect a President. The President will preside at all meetings of the members and of the Board of Directors. He or She will be the chief executive officer of the association and will have general and active executive management of the activities and will see that all orders and resolutions of the Board are carried into effect. The president will execute all authorized conveyances, contracts, or other obligations in the name of the association.
- 2.2. The President will be ex-officio and an additional member of all committees and will be notified of their meetings.
- 2.3. The president will have the power to call special meetings of the association, or the board of directors, as necessary.
- 2.4. The president will perform all other duties in relation to meetings, including but not limited to the following:
 - 2.4.1. Open meeting promptly
 - 2.4.2. Presenting an agenda
 - 2.4.3. Preside at all meetings to maintain order
 - 2.4.4. Conduct business legally and efficiently according to the By-Laws of this corporation.
 - 2.4.5. Follow the order of business, allow time for necessary discussion and debate, and bring issues to a clear resolution
 - 2.4.6. Recognize members who wish the floor
 - 2.4.7. State all motions, put all regularly posed questions to a vote, maintain impartiality, state pertinent information to be voiced and state the result of the vote.
 - 2.4.8. Protect the rights of the majority by seeing their decision is carried out
 - 2.4.9. Conduct elections and announce the result
 - 2.4.10. Adjourn meetings

- 2.5. The President is elected for a term of two (2) years on every even numbered.
- 2.6. President shall be filled with a current or outgoing board member or officer. In the event that a board member or officer is unavailable, a position can be filled by membership.

3. Officer/Vice President

- 3.1. Vice President - The paid membership shall nominate and elect a Vice President. The Vice President will preside at meetings of the board in the absence of the President.
- 3.2. The Vice President will have the same powers and duties as stated in Section 2 entitled Officers/President at 2.4 of these By-Laws in the absence of the president.
- 3.3. The Vice President is elected for a term of two (2) years on every odd numbered year.
- 3.4. Vice President shall be filled with a current or outgoing board member or officer. In the event that a board member or officer is unavailable, a position can be filled by membership.

4. Officer/Secretary

- 4.1. Secretary - the paid membership shall nominate and elect a secretary. The Secretary is elected for a term of one (1) year. The Secretary shall attend all meetings of the Board or Directors whether regular or special, record all votes and minutes of the proceedings in a book to be kept for that purpose.
- 4.2. The Secretary shall give notice of all meetings of the board and of all general membership meetings.
- 4.3. The Secretary shall maintain all minutes of the association and of the Board of Directors in a permanent book. This will be the property of the association and shall be open to inspection.
- 4.4. Maintain copies or active membership or the association.
- 4.5. Will have minutes legibly prepared and well organized and distributed two (2) days prior to the scheduled board meeting for approval at the regular Board meetings.
- 4.6. The following information should be standard format to record essential information:
 - 4.6.1. Type or meeting (i.e., regular, special, annual, Board of Directors, etc)
 - 4.6.2. Name organization
 - 4.6.3. Date and time or meeting
 - 4.6.4. Note the presence or Officers, Board Members, Committee Members
 - 4.6.5. Statement of approval of previous minutes and treasurers report
 - 4.6.6. Action taken on unfinished business and summary of pending business
 - 4.6.7. All main motions, with the name of the motioned, including name of seconded
 - 4.6.8. Record action of any committee reports, whether or not written reports are obtained
 - 4.6.9. Record any new business

4.6.10. Date and time of next meeting

5. Officer/ Treasurer

- 5.1. Treasurer- The board of directors/officers shall nominate and elect a Treasurer. The Treasurer is elected for a contract term of one (1) year. Payment for this position shall be discussed and approved by the board yearly.
- 5.2. The Treasurer shall attend all meetings.
- 5.3. The Treasurer will receive and deposit all monies of the association.
- 5.4. The Treasurer shall handle the organizations tax record and filings as required
- 5.5. Will pay out monies by bank check or debit card upon the order of the Board of Directors.
- 5.6. Will maintain accurate books of account, containing a record of all monies received and expended. This will be the property of the association and shall be open to inspection.
- 5.7. Will submit monthly financial reports two (2) days prior to scheduled monthly meetings
- 5.8. Will submit a yearly report at the end of the fiscal year.
- 5.9. Will balance all accounts, checkbook entries and ledgers on a monthly basis.
- 5.10. All checks of the corporation shall require two signatures. Checks will be signed by both the President and the Treasurer, or Vice President. The fund of the corporation shall be deposited into a banking institution approved by the Board of Directors.
- 5.11. The treasurer will request and help facilitate an annual audit of the corporation's finances from an outside auditing firm.
- 5.12. Treasurer shall maintain current online registration platform
- 5.13. Treasurer shall assist with staffing operational positions for each sports if needed
- 5.14. It is highly recommended that the treasurer elect have a financial background and be willing to provide resume and/or references if requested by the board

6. Officers/Board Member/Directors

- 6.1. Officers/Board Members/Directors being absent from more than four (4) regular meetings in a fiscal year (October to October) will be asked to resign and another person will be appointed to fill that position for the remaining term. Absences such as sickness, work conflict, death in the family, or family vacation will be excused.
- 6.2. Officers/Board Members/Directors shall be eligible to succeed themselves in office.

ARTICLE IV

NOTICES

Whenever written notices are required to be given to a board member/Director such notice shall be given to him/her in person or by U.S. mail. Any board member/Director may waive notice as required under these By-Laws. Attendance at a meeting shall constitute waiver of notice, except where the attendance at the meeting for the express purpose of objecting to the transaction of any business because a meeting is not lawfully convened.

ARTICLE V

LEGAL CONDUCT OF THE BOARD

All legal conduct will follow the By-Laws of this corporation.

The Board of Directors, the President, or any other person expressly authorized by the Board may accept donations on behalf of the association for the general purpose of the association.

Upon liquidation and/or dissolution and winding up of the affairs of this association, whether voluntarily or otherwise, and after payment of all debts and liabilities of the association, the assets remaining in the hands of the Board of Directors will be distributed in appropriate proportions to any other similar association or if none exists, in proper portion to Priceville Public Schools.

ARTICLE VI

MEMBERSHIP

Section 1. Members shall be parents or legal guardians of a child in good standing, on any official roster of the PCRA within that current calendar year. A child in good standing will be one whose registration and related fees have been paid in full or modified as approved by the Directors as in the case of approved hardships. Further, coaches, whether parents of a child or not, shall be considered members. Each parent/legal guardian of a child in good standing is considered a member and is entitled to one vote, up to a max of two (2) votes. All persons should be offered the opportunity to participate in the programs of the PCRA regardless of race, national origin, religion, sex, age, and handicap and in accordance with all applicable state and federal laws unless such participation would create a risk to the participant.

Section 2. Members shall lose their membership if they fail to comply with the financial responsibilities to the corporation or violate such rules and regulations as shall be adopted by the Board of Directors for the operation and management of the corporation.

ARTICLE VII

REGISTRATION FEES/REFUNDS

Section 1. Registration fees shall be determined by the Board of Directors and may change from time to time to defray the costs of this association.

Section 2. No refund of any registration fee shall be made after the child attends one regularly scheduled practice. If no regularly scheduled practices have been attended by the child, a full refund will be given.

Section 3. No refund for any uniforms shall be made if uniforms have been purchased.

ARTICLE VIII

AMENDMENTS

Section 1. A Proposal to amend these By-Laws must be presented to the Board for a first reading during a regularly scheduled Board meeting, or at a special meeting when notice of the meeting has been given for a period not less than fifteen (15) days.

Section 2. The first reading will be followed by an open discussion period to allow for modifications of verbal or for formal alteration recommendations by the Board.

Section 3. If the proposal receives a strong recommendation from the Board for amendment, the proposal can be voted upon during the next Board Meeting if presented as originally drafted or if presented to include the recommended changes by the Board.

Section 4. The proposed amendment will be published in the agenda of the regular or special meeting.

Section 5. Proposed By-Law amendments, changes, additions or deletions will be considered approved by a majority vote of the Board.

Section 6. The Secretary is responsible for keeping up to date records of the approved By-Laws including amendments. The Secretary will publish and distribute amendments to all current Board Members.

Section 7. Operating Rule changes will follow the same format as for a By-Law amendment and will require an initial reading at a Board meeting prior to the vote. A simple majority vote of the Board will be required to add, delete, amend or change an operating rule of this association.

Section 8. Operating Rules or written policy statements are adopted by this association as part of the rules governing this corporation and association, under this section of the Association By-Laws.

ARTICLE IX

COMPLIANCE

Section 1. No part of the net earnings of this association will be to the benefit of any member, director, or officer of the association, or any private individual (except that reasonable compensation may be paid for services rendered to or for the association), excluding the elected and approved contracted treasurer, and no member, director, officer of the association or private individual will be entitled to any dissolution of the association.

Section 2. No part of the activities of this association will be carrying on propaganda, or otherwise attempting to influence legislation. or participating in, or intervening in any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE X

Code of Conduct

PCRA Board and Officers

1. PCRA officers and board of directors play an important role in promoting the physical, social, and emotional development of children. In this elected position you pledge to be responsible for your words and actions while operating in any capacity including but not limited to : Board member, representative, coach, or laborer and that you confirm your behavior to our organizational needs.
2. Understand that any of the following actions, during an elected term, will result in disciplinary action by fellow PCRA Board members up to and including removal as officer or board member:
 - 2.1. Display of poor sportsmanship or disrespectful behavior
 - 2.2. Loss of temper and/ or self-control
 - 2.3. Demonstrating an obvious lack of integrity by intentional manipulation of bylaws
 - 2.4. Use of bad language, including defamation of character and/or derogatory remarks made toward any Officer, board member, coach, player or parent
 - 2.5. Use of bad language, including derogatory remarks made toward players, umpires, or other adults
 - 2.6. Use of alcohol and/or drugs while performing PCRA activities
 - 2.7. Sharing confidential information covered in executive session
 - 2.8. Any conduct unbecoming of our entity
3. I also agree that if I fail to abide by the rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:
 - 3.1. Verbal Warning
 - 3.2. Written Warning
 - 3.3. Removal from position

- 3.4. Banning from future PCRA opportunities (Coaching, Volunteering, Serving on board, etc)
- 3.5. Criminal or Civil legal proceedings
4. Section 4 PCRA Officers and Board Members retain the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction. Decisions shall be passed by majority vote.
5. Passed 4/16/2023

PCRA Coaches, Sports Reps, Assistant Coaches, Volunteers, Hired Workers, Parents

1. PCRA Coaches, Assistant Coaches, Volunteers, Hired Workers, play an important role in promoting the physical, social, and emotional development of children. In these positions you pledge to be responsible for your words and actions while operating in any capacity and that you confirm your behavior to our organizational needs.
2. Understand that any of the following actions will result in disciplinary action by the PCRA Board:
 - 2.1. Display of poor sportsmanship or disrespectful behavior
 - 2.2. Loss of temper and/ or self-control
 - 2.3. Demonstrating an obvious lack of integrity by intentional manipulation of bylaws
 - 2.4. Use of bad language, including defamation of character and/or derogatory remarks made toward any Officer, board member, coach, player or parent
 - 2.5. Use of bad language, including derogatory remarks made toward players, umpires, or other adults
 - 2.6. Use of alcohol and/or drugs while performing PCRA activities
 - 2.7. Sharing confidential information covered in executive session
 - 2.8. Any conduct unbecoming of our entity
3. I also agree that if I fail to abide by the rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:
 - 3.1. Verbal Warning
 - 3.2. Written Warning
 - 3.3. Removal from position
 - 3.4. Banning from future PCRA opportunities (Coaching, Volunteering, Serving on board, attending, etc)
 - 3.5. Criminal or Civil legal proceedings
4. PCRA Officers and Board Members retain the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction. Decisions shall be passed by majority vote.

The undersigned certifies the foregoing By-Laws have been adopted as the accepted By- laws of the Corporation, in accordance with the requirements of the Corporation.

Amended this 8th day of September, 2024

Approved:

President - Kyle Brown

Vice President - Mike Sifuentes

Secretary - Kristen Rudd

Treasurer - Erin Brown

Board member 1 - Justin Wagnon

Board member 2 - Jacob Wilbanks

Board member 3 - Laura Bryant

Board member 4 - Wesley McCutcheon

Board member 5 - Shawn Hudson

Board member 6 - Vacant