# ALMADEN VALLEY YOUTH SOCCER LEAGUE BYLAWS

#### ARTICLE I. REGISTRATION

Section 1. Applicants to the Almaden Valley Youth Soccer League shall submit:

- A. Completed appropriate player registration form.
- B. Full payment of all fees.
- C. Proof of date of birth.
- D. Any required identification.
- E. Additional information as may be required.

**Section 2.** Refunds must be requested in writing. The Board of Directors ("Board") will establish a deadline each year after which no refunds will be granted for any reason. Members should refer to the Refund Policy, located on www.almadensoccer.org for detailed information.

**Section 3.** No applicant shall be allowed to participate in an Almaden Valley Youth Soccer League ("AVYSL", "League" or "Organization") activity until officially registered.

## ARTICLE II. PROGRAMS

**Section 1.** The League will administer programs that align with the Mission Statement and Core Values. Each program may have its own mission statement. The colors of AVYSL are dark green, gold and white.

**Section 2.** The League shall provide a recreational soccer program. This program will create opportunities for the youth of Almaden Valley, according to CYSA boundaries, to play soccer at a development level of play.

**Section 3.** The League shall provide a competitive soccer program, called Almaden Futbol Club, Almaden FC or AFC. Almaden FC shall be a tiered program that allows players to increase their skills in a more competitive environment. This program will be administered according the CYSA, US Club Soccer, and NorCal Rules.

**Section 4.** Other programs shall include TOPS, a sponsored program of US Youth Soccer. TOPSoccer (The Outreach Program for Soccer), is a community based training and team placement program for young players with disabilities, organized by AVYSL volunteers. The program is designed to bring the opportunity of learning and playing soccer to any boy or girl, who has a mental or physical disability.

# ARTICLE III. ELECTION, REPLACEMENT AND DUTIES OF OFFICERS

**Section 1.** The Board of Directors of this Organization shall be elected at the annual general meeting of the membership, usually in December. Officers must qualify as members of the League at the time of their election as defined in Article VII of the Constitution, and they shall serve one year beginning January 1. After a year of board service all non-paid members of the board will receive a stipend of up to \$500/director. After two years of board service all non-paid members of the board will receive a stipend for an amount corresponding to the full annual dues for one child playing competitive soccer with the club. After three years of board service all non-paid members of the board will have all regular annual player dues covered by the league. This fee is only payable if the member has attended the required number of meetings and has served for the calendar year. The Board may approve pro-rating this amount if a director has served for less than the calendar year.

Section 2. Prior to the general meeting at which elections will be held, a Nominating Committee shall be appointed by the President and ratified by the Board. The committee's purpose shall be to obtain candidates for election to the Board of Directors and to make them known to the general membership. All candidates submitted to the Nominating Committee for Board Positions must be made known to the general membership seven (7) days prior to the general meeting. Nominations shall also be accepted from the floor at the general meeting. The Nominating Committee will prepare ballots for use at the General Meeting. After all nominations from the floor have been submitted for consideration, the members will complete their ballot, by checking off the nominee's name, or by writing in the candidate. The ballots will be counted at the General Meeting. The new offices take effect immediately, as officer-elect, so long as the nominee is present and has not declined, or if they are absent, but has consented to their candidacy. If they are absent and have not consented, the position of officer-elect will take effect once notified of their election, unless they decline.

# **Section 3.** Resignations of Board members must be confirmed in writing.

- A. In the event that the President cannot complete his/her term, the Vice President shall assume his/her duties until a new President can be elected by the general membership. This election shall be held within sixty (60) days of termination of office and will be completed at a general membership meeting that is communicated to all members within fifteen (15) days of the vacancy.
- B. Any other vacancies occurring on the Board caused by resignation, or any other reason, shall be filled by a two-thirds majority affirmative vote of the remaining Board members unless this remaining number shall be less than seven (7). In such event, a special general meeting shall be called in order to fill the vacancies.
- C. Directors elected under these circumstances shall serve for the remainder of the existing term.
- D. An officer found negligent in the performance of his/her duties as defined by these Bylaws may be removed from office by a two-third majority vote of the

- remaining members of the Board.
- E. An officer who misses three or more meetings without approved representation to the Board will be considered negligent in his or her duties and may be removed from their position. Removal required a two-third majority vote of the remaining members of the board.

**Section 4.** At all times, the minimum officers of this organization shall be President, Vice President, Treasurer and Secretary. Other offices shall be created as needed to support the programs provided.

- A. Position creation: Board of Director positions may be created by the Board of Directors by motion and two-third majority vote by current Board of Directors.
- B. Position modification: Existing position descriptions and duties may be modified and approved by two-third majority vote by the current Board of Directors.
- C. Position removal: Positions may be removed from the Board of Directors provided that the position is no longer required for the successful management of the league. Removal of the position requires a motion and two-third majority vote by the current Board of Directors.

Duties of the Board of Directors of this Organization are as follows:

#### President

- Shall be thoroughly familiar with the Constitution, Bylaws, and other policies of this Organization and its affiliates.
- o Shall preside over all meetings of the Organization.
- Shall comply with the duties of this office as established in the Constitution and Bylaws of this Organization and its affiliates.
- Shall ensure separation of duties and act to eliminate and prevent conflict of interest situations.

#### Vice President

- Shall preside over Board and general meetings in the President's absence.
- Shall assist the President with the business of the Organization when called upon to do so.
- Shall be responsible for the effective operations of the standing committees.
- o Shall conduct and document written reviews of all League paid positions.
- Shall lead the hiring and evaluation process of paid employees according to Board approved process and timeline.
- Shall be responsible for managing league affiliations.
- Shall be responsible for approving additional programming and related budgets for such additional programming.

## Secretary

- Shall be responsible for preparing accurate records of all meetings and maintaining the minutes.
- Shall prepare and distribute the agenda of all board and member meetings.

- Shall oversee booking a location for board meetings and shall notify the membership of those meetings.
- Shall maintain an updated version of the League's Constitution, Bylaws, and other related documents.
- Shall ensure the Board and General Meetings uphold Robert's Rule of Order and comply with AVYSL, CYSA, NorCal, and US Club Soccer rules and regulations.
- Shall be familiar with all AVYSL documents and ensure that all league business is conducted accordingly.
- Shall be responsible to ensure that program decisions are aligned with the Board approved program goals and objectives.

#### Treasurer

- Shall maintain and record all financial transactions of the League.
- Shall ensure all bank accounts utilized by the Organization are reconciled and submit a written report summarizing the activity of the accounts to the Board at each Board meeting.
- Shall review bank signature cards on at least an annual basis and facilitate the update of said cards when changes are made to the Board.
- o In the event of a planned absence from a meeting, the report is to be submitted to the President no later than the morning of the Board meeting.
- o For expenses related to an approved budget, all invoices will be approved by the appropriate board member prior to payment. If the approved invoice amount is greater than \$7,000.00, the Treasurer will obtain electronic approval from an additional Board Member. All payments (not part of the pre-approved budget) in excess of \$1,000.00 drawn on any League account shall require Board approval.
- Shall prepare books for tax returns by March 31.
- Shall be responsible for final payroll approval for all paid positions, in a timely manner.
- Shall be responsible for assuring all payroll taxes and appropriate reports are filed timely.
- o Shall interface with taxing authorities and insurance agencies as needed.
- Shall work with the board members to prepare an annual budget of projected revenues and expenses.

#### Fields Liaison Director

- Shall manage general field availability and communication for league.
- Shall be responsible for securing permits for playing fields and representing AVYSL to all parties that give permits.
- Shall work with the Operations team and the Referee Coordinator to secure fields for all programs.
- Shall create and manage plans for solving field related issues that endanger League's field permits.
- Shall facilitate the solution for field quality or turf issues.
- Shall communicate field schedule and changes, including available fields, date, times, and restrictions to the Operations team and Referee Coordinator.
- o Shall facilitate the billing and collection of turf rental fees.

## Field Equipment Director

- Shall coordinate with appropriate personnel to ensure that required fields are of proper size and are ready for use including the facilitation field mowing, initial lining, and appropriate goal placement.
- Shall update all field maps with proper field orientation and marking details, such as proper goal storage location, field box, parking restrictions, and port-a-potty locations.
- Shall create and maintain field equipment spreadsheet and distribute to program directors when necessary.
- Shall be responsible for purchasing, distributing, maintaining and storing all corner flags, goal posts, nets, goal anchors, field marking equipment, and other field equipment.
- o Shall facilitate the League restroom and garbage plans for each site.

#### Field Site Director

- Shall be responsible for preparing all playing fields.
- Shall facilitate the field relining process.
- Shall be responsible for proper upkeep of contents of all on-site storage lockers, including but not limited to restocking new and recycling spent cans of lining paint.
- Shall be responsible for maintaining effective chains and locks at all sites, including the changing of combinations seasonally or when necessary.
- Shall be responsible for assessing field conditions during inclement weather and providing a means of communicating game status to the general membership.

## Sponsorship/Fundraising Director:

- Shall be responsible for any League sponsorship program.
- o Shall assist in obtaining sponsors and handling sponsorship gifts.
- Shall coordinate with the Treasurer for submitting invoices and collecting sponsorship fees.
- Shall solicit bids on sponsor's gifts for players.
- Shall submit a fundraising plan and sponsorship goal to Board in January for approval.
- Shall implement and communicate fundraising events to constituency.
- Shall work to obtain sponsorships for our teams and programs.
- Shall actively promote our program.
- Shall organize and promote League events with professional and collegiate organizations.

# Competitive Director

- With the Vice President shall co-lead the hiring and evaluation process of the Technical Director (TD) position according to a Board-approved process and timeline.
- Shall lead the Competitive Committee which establishes and oversees the vision for and the execution of the Almaden FC program.

- Shall collaborate with the TD and bring any TD proposals for Board review or approval at monthly Board meetings.
- Shall be responsible to ensure that program decisions are aligned with the Board-approved program goals and objectives.
- Shall monitor TD, DOC's and coaches to facilitate the placement of all AVYSL competitive teams into the correct level of league play.
- If proper coach to DOC to TD communications fail, then the Competitive Director shall be the liaison between the membership, all competitive teams and the Board of Directors.
- Shall assist the budget committee in crafting the annual competitive operations budget.
- Shall obtain a list of volunteer parent assistant coaches for the competitive program and submit their names to the Board for approval.

# Team Manager Liaison

- Shall facilitate and be the liaison with the Board for the volunteer parent assistant coach role and team manager role for competitive programs.
- Coordinate staffing and training of all team managers and assistant coaches.
- Shall collaborate with Directors to run initial informational program meetings for all team leaders.
- Shall advise and consult team managers on issues and questions from parents and about club policy.
- o Shall distribute club communications to team managers.

# Recreational Program Director

- Planning
  - Shall submit a Spring Recreational Plan for Board approval in January.
  - o Shall submit a Fall Recreational Plan for Board approval in April.
  - Recreational Plans shall address the following topics, at a minimum: practice and game schedules; budget; field permits, preparation, and equipment; team photos; awards; uniforms; team equipment; coach training; and referees.
  - o Shall create or oversee all practice, game, and jamboree schedules.
  - Shall coordinate with appropriate AVYSL personnel to ensure that required equipment and fields are available and ready for use including the preparation and distribution of field lining and practice schedules.

#### Communication

- Shall represent and communicate the program's details by answering e-mails and updating Spring and Fall Recreational website pages appropriately.
- o Shall address issues and questions from the Spring and Fall Rec. families.
- o Shall provide parents with a Code of Conduct for both players and spectators.
- Volunteers (Coach, Team Manager, Age Group Coordinator, etc.)
  - Shall facilitate the recruitment and selection of the ideal number of coaches per age group.
  - Shall arrange clinics and meetings necessary to assist coaches in performing coaching duties.
  - Shall be the liaison between coaches and the Board.

- Shall recruit, select, and train all Age Group Coordinators.
- Shall inform coaches of all rules and regulations of this Organization and its affiliates.

#### Teams

- Shall facilitate the making of teams in accordance with League adopted policies and procedures.
- Shall ensure fair and unbiased team formation.
- Determine number of teams per age group, create waitlists, and provide the Operations Manager and Registrar with information so that he/she may effectively communicate with the membership on this issue.

## Photos/ Awards

 Shall work with Team Equipment Director to coordinate the distribution of awards, trophies, and team photos.

# Special Programs

- Shall facilitate the U5 Kicker's Club.
- Shall run the Almaden TOPS Soccer program.
- Shall facilitate the Project 40 program.
- Shall facilitate the U14 and older teams that play in the Fall Play-through League.
- Shall coordinate with appropriate Directors in running the AFC Developmental Academy.
- Shall select and train all Program Coordinators related to these programs.

# Team Equipment Director:

- Shall be responsible for securing and distributing team trophies and awards.
- Shall purchase equipment as needed to maintain quality and quantity required by Recreational programs.
- Shall create, distribute, and collect all team equipment bags (including balls, cones, pinnies, and any other team equipment) for the Recreational programs.
- o Shall assist coaches in replacing lost or damaged team equipment.
- Shall oversee the annual in-house uniform selections, and assist the Registrar as needed in purchasing and distributing uniforms to teams.

#### Referee Director:

- Responsible for arranging clinics, meetings, and other training, so that licensing requirements are met, and responsible for informing referees of all rules and regulations of this Organization and its affiliates.
- Shall be responsible for arranging for payment of all referees.
- Shall assess referees' performance.
- Shall communicate with the Board and coordinate with Referee Coordinator to address complaints and issues related to the referees.
- Shall be the communication link between the membership, outside affiliates, and the Board of Directors with regards to any aspect of referees.

#### Tournament Director:

- Shall be responsible for organizing and running any invitational tournament held within League boundaries.
- Shall represent the league within the District regarding tournaments.

#### Volunteer Coordinator:

- Shall seek to fill necessary volunteer roles.
- Shall facilitate the scheduling, reminding, and tracking of all League hourly volunteers.
- Shall track and communicate with families and Registrar of a family's completion of hourly volunteer requirement.
- Shall oversee all appointed positions that manage hourly volunteers.
- Shall maintain *i*-volunteer tool, and coordinate with Directors to list hourly volunteer needs in i-volunteer.

# Optional Directors:

 Shall be responsible for a defined Almaden Valley Youth Soccer League function as appointed by the President and ratified by the Board of Directors.

Duties of Non-Voting Positions of this Organization are as follows:

#### Past President:

- Shall be responsible for assisting the President with the running of the Organization, especially at the beginning of his/her term of office.
- o Shall act as historian, providing congruity from one term to another.
- Assistant Treasurer: Shall assist the Treasurer.

Duties of Paid Positions of this Organization are as follows:

#### Office Manager:

- Shall secure meeting locations for Board Meetings and activities.
- Shall handle correspondence.
- Shall coordinate special events, such as promotions, awards program, the season kick-off event, and team photo day (Spring and Fall).
- Shall be responsible for collecting mail from the P.O. Box weekly.
- o Shall update League's lost and found portion of the website as needed.
- Shall maintain insurance for camps, programs, and fields.
- Shall maintain a master schedule for all fields in use by league (including all practices, scrimmages, and games).

## League Registrar

- Shall be responsible for the registration of all AVYSL players.
- Shall verify proper licensing for all registered coaches.
- o Schedules state licensing courses/ coach training seminars as necessary.

- Shall provide the Board with membership numbers by age groups and by category such that teams can be formed.
- o Shall serve as point of contact and liaison with the CYSA and NorCal registrars.
- Shall coordinate all registration activities and conduct registration in accordance with AVYSL Bylaws.
- Shall consult with the Technical Director and Competitive Director to facilitate the placement of all AVYSL competitive teams into the correct level of league play.
- Shall maintain an open registration process and assist with paperwork for registration process.
- Shall follow up on coach ejections or red card issues.
- Shall complete registration process for all programs, including summer camps, competitive program, fall/spring recreational, recreational supplemental programs, etc.
- Shall be responsible for purchasing, distributing, maintaining and storing all uniforms.
- Shall communicate with families on their placement and waitlist status per program director guidance.
- Create team packets for all teams in both the competitive and recreational programs.
- Shall oversee all facets of player and team registration with all outside organizations (including but not limited to, initial set up and maintenance of online registration process, facilitation of collection and inputting of coach and player paperwork.
- Shall communicate all policies and procedures about the registration process with all League team managers, and/or persons aiding in the process.
- Shall maintain communication lists for all subgroups of League.
- Shall input and maintain applicable information into the League database, including boundary status, player ratings, and coach compliance information.
- Shall oversee proper paperwork completion and submission for injuries that happen during League events.
- Shall assist the Recreational and Competitive Directors with tracking and communicating with volunteer coaches on compliance with League requirements.
- Shall track and communicate with families regarding the registration payment process for all programs.
- o Shall verify correct assignment of financial aide to recipient families.
- Shall be the primary communication channel between the membership and the Board of Directors.

#### Referee Coordinator:

 Shall be responsible for obtaining and assigning referees for all official home League events.

#### Technical Director:

- o Shall ensure soccer alignment across Almaden FC to include, but not limited to:
  - o Evaluating and supporting all Almaden FC coaches.
  - o Enforcing FC Bayern Munich methodology across entire competitive program.

- Executing the FC Bayern Munich partnership.
- o Programming the premier tier of Almaden FC.
- Shall work to ensure the development of our Almaden players and teams on the field, enhancing their knowledge of the game and increasing their technical ability and tactical understanding.
  - Educate the players and the parents about the playing opportunities beyond the club level.
  - Identify the most talented players in the club and in the region.
  - Make all final decisions on player placement, players playing up, and movement within teams from the club.
  - Provide college education and support programs for older players.
  - Shall work with coaches to ensure they are being provided with the tools to run effective and educational sessions for the teams and players they coach.
  - Determine training style and frequency of training as well as game day expectations.
- Design and administer a professional and consistent continuing education program for the team coaches that includes consistent style and system of play throughout Almaden FC. Train and monitor the team coaches and help them plan and implement practice sessions.
- o Continue to bring new trends and coaching methods to Almaden FC.
- Design and maintain a set of coach selection criteria. Hire all competitive team coaches.
- Attend trainings and games and provide feedback and observations to the Directors of Coaching (DOC's) and the Competitive Director.
- Collaborate with Recreational Directors to organize and manage the AFC Developmental Academy.
- Oversee the annual evaluation (post fall-season) of coaching staff in collaboration with DOC's.
- o Assist DOC's, when needed, in parent/player issue resolution.
- Collaborate with DOC's to establish and rollout High School/collegiate programs.
- Shall select and implement an evaluation process for all paid coaches, which includes on-site review of practices and game day behavior as well as parent and coach surveys.
- Shall select and implement a process for continued player evaluations.
- Shall facilitate movement between teams for temporary and permanent purposes.
- Shall communicate Olympic Development Program opportunities and ensure League representation at such events.
- Shall coordinate with Recreational Director to run AFC Development Academy.
- Shall outreach to the community, including residents, schools and their districts, the City of San Jose and others to educated them about AVYSL.
- Design, modify, and enforce the Coaches Code of Conduct.
- Bring in experts for coaching clinics.
- Create and maintain a library of books, articles, and videos for all team coaches to access.

- Create long and short term seasonal plans for the Organization and provide guidance to team coaches in designing their own team's seasonal plans.
- Shall lead Almaden FC program development by designing, modifying, administering, and enforcing consistent coaching curriculum, premier tier programming, goalkeeper support and development, team tryouts, ageappropriate skill clinics and programs, parent education program, travel tournament selections.
- Lead the college recruiting program, educating players and parents on college playing opportunities.
- Assist Competitive Director in drafting the annual operating budget, including communicating staffing requirements.
- Draft current policies for Almaden FC Handbook to be communicated and published annually.
- Hire and manage the competitive coaching staff.
- o Report to the AVYSL Board and attend Board meetings, as requested.
- o Shall facilitate relationships with professional and collegiate soccer organizations.
- Manage and coordinate Almaden FC tryouts, including site logistics & personnel requirements.
- Collaborate with Marketing Manager to ensure the effective communication of annual tryouts.
- Participate in the annual Almaden FC parent kick-off meeting.
- Review and approve proposed playing brackets/levels/leagues across all competitive teams.
- Manage and coordinate regular coach's meetings.

## Operations Manager:

- Shall report to the Vice President and to the AVYSL Board of Directors.
- Duties include operations and planning of AFC program, AVYSL Recreational programs, and any affiliate activities.
- Planning and operation of all AFC activities:
  - Tryouts
  - Team formations, including communication to parent and making sure teams are appropriate size with enough paying players for the budget.
  - Work with Registrar to make sure players and teams are registered.
  - o Communication to Team Manager Liaison.
  - o Practice schedule and field allocation.
  - Player movements coordination with Technical Director and DOC's.
  - Keep programs within the budget.
- Planning and operation of all AVYSL recreational activities:
  - Team formations appropriate size, roster, coach selection, parent communication
  - Registration of players
  - Practice schedule, game schedule, and field allocation with fairness and balance
  - Jamboree
- Planning and operation of all affiliate activities

- Understand payroll.
- o Responsible for payments and income.
- o Program improvements.
- Management and staffing of other operational activities including communication, marketing, and administration.
- Development and ownership of all new program execution.
- o Identify and execute operational expense savings opportunities.
- Manage other office employees.
- Work with the Recreational and Competitive Directors.
- Communication and coordination with Technical Director, assisting with administrative functions and annual planning.
- Create and maintain an annual activities calendar.
- Assist all activities related to league partners.
- Solicit customer feedback, such as customer satisfaction surveys.
- Maintain i-volunteer program and make sure fees are paid by working with the Volunteer Coordinator.
- o Run weekly operation meetings with Board Members and paid staff.
- Prepare a monthly board report on key metrics, such as the number of teams, number of players per team, and field utilization
- Work with Team Manager Liaison to effectively communicate league business to families.
- Assist with competitive and recreational kick-off meetings.

## Marketing Manager:

- Hang banners for advertising League events.
- Shall structure and maintain the League's web page.
- Shall be responsible for writing and submitting League advertisements and information in local newspapers.
- Shall be responsible for the posting of schedules for all programs to the website.
- Shall form the normal channel of communications between the membership and the Board of Directors, including website, emailing, mailing, distribution and reproduction coordination.
- Shall distribute a League Newsletter at least twice per year.
- Shall collaborate with necessary Directors to create and maintain coach and informational pages on all non-recreational teams.

# ARTICLE III. STANDING COMMITTEES

The following are standing committees (with number of Members) and general responsibilities. Other committees may be appointed by the President following notification to the general membership when feasible and confirmed by the Board of Directors.

**Disciplinary and Grievance Committee:** Responsible for hearing protests or grievances and determining League disciplinary action, in accordance with CYSA guidelines for allegations or grievances within its authority. The Disciplinary and

Grievance Committee may initiate proceedings against any player, coach, manager, team assistant, league officer, or spectator affiliated with any member team, or, in the case of a referee, employed by this Organization. The proceedings may be initiated based on information brought to the attention of the Board of Directors or the Disciplinary and Grievance Committee through complaints, reports of incidents, or information obtained during the course of protest. Notice of a Disciplinary and Grievance hearing must contain a brief statement of the reasons for the initiation of the proceedings. Parties against whom such proceedings have been brought may, with a proper hearing, be suspended, barred completely, or otherwise disciplined Verifies proper licensing for all registered coaches. This committee should consist of three (3) Board Members and shall facilitate the appropriate communication on complaints related to parent conduct.

**Competitive Committee:** Shall establish and oversee the vision for and execution of the Almaden FC program and be chaired by the Competitive Director.

- Meetings will be organized as needed by the Competitive Director to ensure the smooth and effective running and productivity of committee. Additional members may include directors of fields, marketing, treasury, referee, coaching, and other board members as selected by the Board of Directors.
- The Technical Director will propose the agenda for the meetings and present proposals to the committee for vote.
- The Competitive Committee will present updates and proposals for Board review and approval at monthly board meetings.

# ARTICLE IV. MEETINGS

#### A. QUORUM

At all meetings of the Board of Directors, two-thirds of the voting Board members, or their Board-approved nominees (in accordance with Article VI, Section 4 of the Constitution), must be present to constitute a quorum for the transaction of business.

## B. AGENDA

The agenda for meetings shall be as follows:

- Call to order
- Roll call
- Introduction of guests
- Operations business
- Acceptance of minutes
- Correspondence
- Unfinished business
- New business
- Committee reports
- Officers' reports
- Adjournment

# C. ROBERTS RULE OF ORDER

Robert's Rules of Order shall be deemed as parliamentary procedure at all meetings unless otherwise agreed to by all participants.

# D. VOTING

Each designated voting Board Member receives one vote. A Board Member may designate a proxy in his/her absence (in accordance with Article VII., Section 3 of the Constitution). The President will only cast a vote in the event of a tie. AVYSL families attending the General Meeting in December of each year receive one vote per family at that meeting.

## ARTICLE V. ANNUAL REVIEW

The Organization shall maintain a set of rules and regulations which shall be annually reviewed and approved by a majority vote of the Board.

# ARTICLE VI. DISSOLUTION

Should this Organization dissolve, all assets remaining after payment of debts shall be turned over to the affiliated Organization.

Amended December 2017