

## CONSTITUTION

### KNOXVILLE WOMEN'S RUGBY CLUB

ADOPTED: August 1, 2007

#### ARTICLE I. NAME

The name of this organization shall be Knoxville Women's Rugby Club, hereinafter referred to as the "Organization."

#### ARTICLE II. PURPOSE

- A. The Organization is organized exclusively for, and all assets are permanently dedicated to, religious, charitable, scientific, literary, and educational purposes, including, for such purposes, the fostering of nation and/or international amateur sports competition related to the sport of rugby, within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.
- B. Notwithstanding any other provision of this Organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.
- C. Upon dissolution of the Organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future Federal tax code, or shall be distributed to the Federal, state, or local government for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes.

#### ARTICLE III. MEMBERSHIP

- A. General membership is open to any individual interested in furthering and developing the purpose of this Organization, as stated in Article II of this Constitution, and have paid dues as described in Article VIII, below. Those persons who are a part of the general membership of the Organization shall be referred to as "General Members." General membership is divided into two (2) classes:
  - 1. Regular Members consist of all General Members who have paid full dues as described in Article VIII, below.

2. Social Members consist of all general members, excluding those qualified as Regular Members, who have shown an active or vital interest in the Organization and who have paid current half dues as described in Article VIII, below.
- B. No person who meets the criteria for general membership listed in Article III, Section A may be denied membership on the basis of race, color, religion, sex, national origin, age, handicap, marital status, sexual preference, or veteran status.
  - C. General Members of the Organization shall carry themselves in a manner that follows guidelines set forth by USA Rugby's SafeSport and the Organization's Harassment and Discrimination Policy.

#### ARTICLE IV. OFFICERS

- A. Officers and other Executive Council members will be elected by a simple majority vote of the members present at the spring general meeting, for one year terms, which will begin following nominations and voting no later than 2 weeks following the end of the competitive spring season. Candidates for office will be elected by anonymous ballot or from the floor during the spring general meeting.
- B. This Organization will elect seven (7) officers: President, Vice-President, Secretary, Treasurer, Match Secretary, Captain, and Co-Captain.
- C. Officer Duties and Responsibilities
  1. President: Will be a voting member of the Executive Council and will act as Chairperson of executive and general meetings. The President shall ensure that all affairs of the Organization are being accomplished. Among other things, the President will ensure that all Officers are fulfilling their responsibilities. The President is responsible for securing practice and playing facilities.
  2. Vice-President: Will be a voting member of the Executive Council and shall, in the absence of the President, perform the duties of the President. The Vice-President shall also serve as keeper and interpreter of this Constitution.
  3. Secretary: Will be a voting member of the Executive council and will record and store official minutes and provide memoranda to members. The Secretary will also be responsible for all the correspondence of the Organization and keep track of attendance at executive and general meetings.

4. Treasurer: Will be a voting member of the Executive Council and will keep written financial accounts, manage the finances of the Organization, be responsible for giving financial updates at executive and general meetings, and authorize all expenditures of the Organization. The Treasurer shall also be responsible for collecting dues from all members.
  5. Match Secretary: Will be a voting member of the Executive Council and will schedule all rugby matches that the Organization and its members will participate in. The Match Secretary will prepare and maintain a written schedule and will provide the schedule to all members of the Organization.
  6. Captain: Will be a voting member of the Executive Council and is responsible for organizing and conducting rugby practices for members of the Organization. The Captain shall maintain all equipment used by the members of the Organization at rugby practices and in rugby matches.
  7. Co-Captain: Will be a voting member of the Executive Council and shall, in the absence of the Captain, perform the duties of the Captain.
- D. To be eligible to be elected to, appointed to, or to hold an office, a member must be a Regular Member in good standing of the Organization as described in Article VIII below. A single Regular Member may hold more than one office and, in that event, assumes the duties and responsibilities of all offices that person holds.
- E. Any Regular Member seeking election to the Executive Council shall understand and be able to fulfill the requirements for investigative action as referenced in SECTION 6: INVESTIGATION of the Organization's Harassment and Discrimination Policy.
- F. Upon election to the Executive Council, all officers will be required to complete USA Rugby's SafeSport Modules before the second Executive Council meeting of the term.
- G. Resignations from office will become final upon acceptance by a simple majority vote of those present at the next official general meeting. Vacated seats will be filled by new elections which will be held no later than thirty (30) days after a resignation has been accepted.

#### ARTICLE V. EXECUTIVE COUNCIL

- A. The Executive Council will be composed of the President, Vice-President, Secretary, Treasurer, Match Secretary, Captain and Co-Captain.

B. Activities of the Executive Council include:

1. conducting the internal business of the Organization,
2. appointing ad hoc committees for specific areas, and
3. calling general meetings of the Organization as deemed necessary.

C. Executive Council decisions are based on a three-fourths (3/4) quorum vote.

ARTICLE VI. COMMITTEES

Selection of members and determination of duties for ad hoc committees will be established by the Executive Council at the inception of each committee. Committee members will be appointed by the Executive Council and will serve terms that are not to exceed one (1) year without re-appointment. Regardless of date of (re)appointment, each term will end by May 31 of the following year.

ARTICLE VII. MEETINGS

- A. At least one general meeting, which is to be called by the President, will be held near the beginning of each Fall and Spring season and the end of the Spring season. The meeting of the end of the Spring season must be held within 2 weeks of the end of the competitive season.
- B. A quorum for the transaction of business at general meetings will consist of fifty-one percent (51%) of the Regular Members of the Organization.
- C. With one (1) week written notice to all members, a general meeting may be called by petition of twenty percent (20%) of Regular Members or a three-fourths (3/4) vote of the Executive Council.

ARTICLE VIII. DUES

Dues shall be paid once a year, during the fall season, by each member of the Organization. Dues are determined by the Executive Council based on the preceding year's budget and the expected budget for the coming year, with Regular Members paying full dues and Social Members paying half of the full dues. Once a General Member has paid their dues, they are considered to be in good standing with the Organization. Dues are to be used by the Organization exclusively for furthering the purpose of the Organization as described in Article II.

- A. Regular Member Dues: Members paying full dues are considered Regular Members and have voting rights at all general meetings.

- B. Social Member Dues: Members paying half of the full dues are considered Social Members and do not have voting rights at general meetings.

ARTICLE IX. AMENDMENTS

- A. Any voting member may propose an amendment.
- B. All members will be supplied with a written copy of the proposed amendment a minimum of one (1) day prior to the vote to ratify the amendment. The amendment must be read and discussed at an official general meeting.
- C. A two-thirds (2/3) vote of the Regular Membership present is required for amending this Constitution.
- D. Membership will be given at least one (1) week prior notice of voting date.

This Constitution is hereby adopted this day:

                    Pat A. May                    

Date:           8/1/07          

                    Sarah Deane                    

Date:           8/1/07