



Beavercreek Lacrosse Club By-Laws

Written May 8, 2014
Revised February 2018
Revised October 2025
Beavercreek, OH

Article I.
NAME AND PURPOSE

Section I.
Name

The name of this Club shall be ***“Beavercreek Lacrosse Club.”*** Hereinafter, referred to in this document as the “BLC”.

Section II.
Purpose

The purposes of the Beavercreek Lacrosse Club shall be:

- To provide the opportunity for kindergarten through 6th grade in Beavercreek and surrounding communities to learn and play the game of lacrosse.
- To represent Beavercreek, Ohio, in the most exemplary manner possible.
- To promote, support and represent in the best manner the sport of lacrosse.
- To strive for excellence in all aspects of the game.
- To emphasize safety, develop leadership ability, foster team spirit and sportsmanlike behavior among the players of BLC.
- To give logistical and administrative support to the coaching staff.
- To assist the coaching staff in creating an athletic program that allows for exposure to and participation in lacrosse for the novice as well as the experienced player.
- To promote teamwork by encouraging meaningful and consistent participation by the players.
- To be a central source of information for those interested in bringing lacrosse to their school or local club program.

Article I – Mission and Objectives

Section 1: Mission Statement

The mission of the Beavercreek Lacrosse Club (BLC) is to provide opportunities for youth in kindergarten through sixth grade in Beavercreek, Ohio, and surrounding communities to learn, play, and grow through the sport of lacrosse.

Section 2: Objectives

The objectives of the BLC shall be:

1. **Development and Participation**
To provide opportunities for both novice and experienced players to participate in and develop skills in the game of lacrosse.
2. **Community Representation**
To represent Beavercreek, Ohio, and the surrounding communities in the most exemplary and respectful manner.
3. **Promotion of Lacrosse**
To promote, support, and represent the sport of lacrosse in a positive and professional way.
4. **Commitment to Excellence**
To strive for excellence in all aspects of the game, including coaching, player development, and sportsmanship.
5. **Player Development and Safety**
To emphasize player safety, encourage leadership development, and foster team spirit and sportsmanlike conduct among all participants.

6. **Coaching Support**

To provide logistical and administrative support to the coaching staff in their efforts to develop a successful and inclusive athletic program.

7. **Encouragement of Participation**

To promote teamwork and consistent, meaningful participation from all players, regardless of skill level.

8. **Information Resource**

To serve as a central source of information and support for individuals or organizations interested in introducing lacrosse to their schools or local clubs.

Article II.
CLUB INFORMATION

Section I.
Youth Membership

Any young person (K - 6th grade) Beavercreek or an area without a lacrosse club who complies with the following regulations may be a member of the Beavercreek Lacrosse Club:

- The individual is physically capable of participating in lacrosse, has written permission from a legal parent or guardian, and has completed the health and liability forms issued by BLC.
- The individual pays their registration fees and US Lacrosse fees in a timely manner.
- As of July 1, 2025 all USA Lacrosse player members will be required to complete a one-time age verification process to maintain active membership status.

Section II.
Club Registration Fees

The board will set the club fees annually. Dollar amount will be dependent upon participation and sponsorship. Fees are payable through the online registration system at www.beavercreeklacrosse.com.

All club fees must be paid in full before players take part in team functions.

Refund policy is as follows: When you register, you will be asked to input your player's US Lacrosse Membership number. If your player does not have a US Lacrosse Membership, you will be directed to the US Lacrosse website to purchase one. The fee is \$30 or \$35 depending on the age of the player. This fee goes directly to US Lacrosse and is nonrefundable.

Refund requests must be submitted in writing to beavercreeklacrosse@gmail.com. The refund policy is as follows for regular spring season:

- Beavercreek Lacrosse Club will refund 100% of the paid program registration fees (less a \$35 service charge per registration, \$20 for K-2) when the refund request is received before December 1 of the upcoming lacrosse season.
- Beavercreek Lacrosse Club will refund 50% of the paid program registration fees (less a \$35 service charge per registration, \$20 for K-2) when the refund request is received on or after December 1, of the upcoming lacrosse season but before January 1 of the upcoming lacrosse season.
- If a player can no longer play due to medical illness/injury. The family can request a refund, which will be either approved or denied by a majority vote from the Executive Board members.
- No refunds will be provided for requests received after March 1 of the upcoming lacrosse season.

Section III. Players Equipment

Players are required to purchase and maintain equipment in accordance with applicable US lacrosse rules in order to participate in BLC practices and games:

Stick
Helmet (team specific)
Shoulder Pads
Arm Pads
Gloves
Athletic Cup
Mouth Guard (no clear or white)
Cleats (no metal)

Players MUST have all equipment prior to participating in any practice or game

Section IV. BLC Transportation Guidelines

BLC is not responsible for transportation to and from practices and games for youth. BLC accepts no responsibility for carpools. The BLC is not responsible for providing or coordinating transportation to or from practices, games, or other club-related events for youth participants.

Parents and guardians are solely responsible for arranging transportation for their children. While families may choose to organize carpools independently, BLC does not coordinate, monitor, or accept liability for any carpooling or shared transportation arrangements made between individuals.

Section V. Team Status vs. Delinquency Status

“Team Status” refers to those players who are current with dues, attend practices and games consistently and display proper sportsmanship. A “Delinquency Status” of a player will prevent them from participating in **ANY** team events until the player corrects the problem(s) and the Executive Board reinstates that player to “Team Status.”

A member may be placed in delinquency status for the following reasons:

- Dues or other player related fees are unpaid by the due date.
- Failure to represent Beavercreek Lacrosse in a satisfactory manner (as defined in Section VII Code of Conduct for Sportsmanlike and Anti-Bullying Policy).
- Continual absences from practices and/or games.

Section VI. SAFETY

Players must remain in full gear during practices and the entire game. Helmets may be removed to drink water, but should be put back on immediately to prevent injury.

All players (boys) MUST wear an athletic cup or they will not participate in practices or games. All players MUST

wear a mouth guard or they will not participate in practices or games.

Spectators are NEVER to step onto the playing field. Spectators are to remain a minimum of four feet back from the sidelines for their own safety and the safety of the players. BLC accepts no liability for spectators who fail to comply with this requirement.

Section VII.

CODE OF CONDUCT FOR SPORTSMANLIKE BEHAVIOR & ANTI-BULLYING POLICY

The BLC is committed to providing a safe, respectful, and positive environment for all players, coaches, families, and spectators. Our goal is to promote not only athletic development, but also character, teamwork, and sportsmanship. Abusive/profane language or violent behavior by coaches, players, or fans at any function will result in the suspension and/or expulsion of that player or person from future functions. No alcohol, drugs or tobacco products are allowed at games or practices.

Player Conduct

All players are expected to demonstrate a consistently positive attitude in both words and actions. This includes, but is not limited to, the following expectations:

- No bullying, name-calling, or exclusion of teammates.
- No intentional misuse of lacrosse sticks or equipment in a harmful or aggressive manner.
- Show respect at all times to teammates, coaches, opponents, referees, and spectators.
- No unsportsmanlike behavior, such as taunting, arguing, or disrespect toward referees, coaches, or other participants.
- Use appropriate language at all times.
- All concerns or questions should be directed to a BLC coach, not through players or during games. Failure to meet these expectations may result in disciplinary action, including verbal warnings, suspension from practices or games, or removal from the team or club.

Spectator Conduct

Parents and spectators are expected to model the same values of respect and sportsmanship. Spectators must:

- Treat coaches, players, referees, and other fans with respect at all times.
- Allow coaches to coach and refrain from yelling instructions or criticism from the sidelines.
- Respect the decisions of referees. Criticism, harassment, or aggressive behavior directed toward officials is not tolerated.
- Understand that referees have the authority to remove spectators for inappropriate behavior.

Zero Tolerance Policy

BLC maintains a zero-tolerance policy regarding:

- Abusive or profane language, threats, or violent behavior from any coach, player, or spectator at any club function.
- The use or possession of alcohol, drugs, or tobacco products at any club-sanctioned game, practice, or event.

Violations of this policy may result in immediate suspension or permanent expulsion from the club for the individual involved.

Article III.
BLC BOARD

Section I.

Executive Board Composition and Requirements

An Executive Board consisting of four (4) officers ~~and a head coach~~ shall represent the BLC. The officers should include a: President, Vice-President, Secretary, and Treasurer. All officers must be parents or legal guardians of players, coaches, assistants or a previous member of the larger lacrosse community, be over the age of 21, in good standing with the community, and agree to abide by these by-laws. In the event a tie-breaker vote is required to approve or deny BLC club matters, a qualified Board Member in good standing will cast the alternate vote.

Officers are non-paid, voluntary in nature. Officers are there for the betterment of the program and for the good of the players. Whenever any vacancy of the members of the Board shall occur due to death, resignation, or otherwise, a unanimous approval of the remaining Board may appoint a successor to serve the vacant position.

In the event of a vacancy due to resignation, death, failure to fulfill duties, or other reasons, a unanimous vote of the remaining Board members is required to appoint a replacement.

Section Ia.

Board Vacancies, Terms, and Elections

Vacancies occurring in the Board will be filled with those who provide an interest in that position and will perform the duties as required.

Call for Board Nominations will be released annually in May. All Board positions will require a majority vote of the Board. No consecutive or length of term restrictions shall apply. Removal from the Board, other than written resignation, shall require a majority vote.

Elections for Board positions shall be held annually in June, and all appointments shall require a majority vote of the full Board. Board members may be removed only by a majority vote of the Board, except in the case of a written resignation submitted by the member.

The outgoing president will agree to be a "Board Advisor" to help guide the incoming president throughout the next season, to assist with informative understanding of the clubs' rules and their rule.

Section II.
Officer's Duties

President Duties:

Leadership & Oversight

- Leads all Executive Board meetings.
- Oversees club activities and coordinates with other officers regularly.
- Provides input on team decisions and helps appoint committee chairs.

Representation & Liaison

- Acts as the main contact for USA Lacrosse, OHSLA, and other relevant organizations.
- Ensures the club follows all rules, regulations, and policies.
- Represents the club in meetings and on all committees.

Financial Awareness

- Has access to team accounts and can sign checks if the Treasurer is unavailable.
- Stays informed about the club's financial status (but does not handle daily finances).

Operations & Planning

- Helps organize practices, games, and tournaments, including scheduling and paperwork.
- Assigns responsibilities to officers and ensures tasks are completed on time.

Communication & Transition

- Keeps players, coaches, and advisors informed.
- Supports the transition to new leadership at the end of the term.

Vice President duties:**Leadership Support**

- Assumes all duties of the President when they are unavailable.
- Assists the President in managing overall club operations.

Operations & Oversight

- Helps coordinate insurance coverage and handles conflict resolution when issues arise.
- Supports long-term planning and strategic goals for the club.
- Takes on additional responsibilities as assigned by the President or the Executive Board (BLC).

Communication & Compliance

- Ensures accurate and timely communication within the club.
- Supports the enforcement of club policies and procedures.

Treasurer duties:**Financial Custody and Recordkeeping**

- Shall have custody of all funds of the club.
- Maintain complete and accurate books of account, including:
 - Bank statements
 - Budgets
 - Receipts and paid invoices
 - Canceled checks (retained for five years)
- Maintain records of registration fee payments for all players.
- Retain primary authority on all team financial accounts.

Disbursements and Budget Compliance

- Make disbursements as authorized by the President and/or Executive Board, in accordance with the approved budget.
- Sign on all club bank accounts.
- Ensure all expenditures are properly documented and budget-aligned.

Reporting and Transparency

- Present financial statements at general meetings, Executive Board meetings, and upon request by the Board or members.
- File all required tax reports with city, county, state, and federal entities.
- Ensure timely and accurate reporting to maintain organizational compliance.

Oversight and Delegation

- Responsible for the satisfactory completion of all tasks related to the club's financial matters.
- Evaluate and coordinate on a monthly basis the assignments and activities of any assistants or financial support roles.

Secretary duties:**Meeting Documentation**

- Shall keep accurate and detailed records of all Executive Board and general club (BLC) meetings, including:
 - Meeting agendas
 - Attendance logs
 - Minutes and official decisions
 - Action items and follow-ups

Administrative Duties

- Responsible for the satisfactory completion of all general administrative needs of the club, such as:
 - Maintaining official club documents and correspondence
 - Managing and archiving bylaws, policies, and procedures
 - Overseeing club communications and notifications
 - Coordinating meeting schedules and sending reminders to members

Oversight and Delegation

- Shall evaluate and coordinate on a monthly basis the assignments of any assistants and ensure completion of their designated activities.

Fundraising & Events Coordinator:

The Fundraising & Events Coordinator is responsible for planning, implementing, and reporting on fundraising and sponsorship activities and event planning. Duties include but are not limited to:

- Reporting fundraising and sponsorship totals to the board.
- Collaborating with the executive board to set annual fundraising and sponsorship goals.
- Developing and managing fundraising and sponsorship initiatives.
- Coordinating promotional presence at related community or sports events.
- Establishing local sponsorships and media relations to support events and programs.
- Coordinate social events for the club to raise money for the club and team building.

Website Management/Social media Rep Duties:

The Website Manager/Social Media Rep shall be responsible for the communication, correspondence, and website information for the organization. Duties include but are not limited to:

- Sends club wide emails and notifications as appropriate to entire lacrosse club
- Creates, edits, and manages club website
- Manages Crossbar and information as it pertains to Crossbar
- Creates and manages season registration for players and coaches
- Assists with communication via email, website, and social media for Executive Board

- Manages social media page on Facebook and answers incoming messages/directs to appropriate board members

Equipment and Uniform Coordinator:

The Equipment and Uniform Coordinator shall be responsible for the procurement, inventory, distribution, and maintenance of all equipment and uniforms necessary for the effective operation of the league or organization. Duties include but are not limited to:

Order Equipment and Paint Supplies

- Procure all necessary equipment and paint supplies for league use.
- Ensure field equipment is available and ready for use before the start of the season.
- Collect Team Information
- Gather team rosters and uniform sizes from coaches or team managers prior to the start of each season.
- Ensure timely and accurate submission of all roster and sizing data.

Organize Uniform Orders and Distribution

- Organize and place the league-wide uniform order based on collected sizes and team assignments.
- Distribute uniforms to coaches or designated representatives prior to the season.
- Coordinate with field maintenance staff or volunteers to ensure fields are mowed and game-ready.

Maintain Equipment and Supplies

- Regularly inspect and maintain all league equipment to ensure safety and usability.
- Maintain and replenish first aid kits and other essential supplies (e.g., athletic tape, balls, etc.).

Inventory Management

- Conduct a full inventory of all equipment and supplies before, during, and after each season.
- Document all inventory findings and submit reports to the Board of Directors.

Manage Equipment Rentals

- Oversee the rental of equipment to teams, coaches, or other authorized individuals.
- Maintain records of all rented equipment and ensure its return at the end of the rental period.

Liaison to Board and Teams

- Work closely with coaches, team representatives, and Board members to ensure equipment and uniform needs are met.
- Attend board meetings as necessary to provide updates or request approvals related to equipment and uniforms.

Facilities Coordinator:

The Equipment & Facilities Coordinator shall be responsible for the procurement, inventory, distribution, and maintenance of all equipment and Facilities necessary for the effective operation of the league or organization. Duties include but are not limited to:

- Shall maintain the field, coordinate with paint company, coordinate grass cutting
- Shall coordinate use of indoor and outdoor facilities
- Shall coordinate and create a practice map with Middle School and Girls Teams
- Shall assist with conduct pre, during, and post season equipment inventories
- Shall assist with equipment rentals

Section III

Coaching Staff

Coaching Staff

All coaches work on a volunteer basis. The Beavercreek Lacrosse Club encourages coaches to concentrate on fun, social interaction and the skill development of the players. Winning is secondary. The BLC expects coaches to be supportive and patient with players. All coaches must abide by the Coaches Code of Conduct. Failure to abide could result in dismissal from coaching duties. All players must be treated with respect by all coaches, assistants, and their fellow players.

Head Coach Responsibilities: responsible for overseeing all on-field and team management aspects of the lacrosse program. Key responsibilities include:

- Serve as the definitive source for current lacrosse rules and formulate team strategy
- Keep all players focused
- Know any reasons a player must miss any team event
- Determine Jersey color for the game
- Determine line up of players
- Inputting the schedule and making any changes to the schedule on the website
- Communicate with parents regarding practices, games and special events
- Make sure all of his/her coaches have completed all required training as outlined by USA Lacrosse to obtain a minimum of Bronze Level Certification, maintains active USA lacrosse membership through duration of season, and completes a background check.
- Attend the Rules Meeting at the beginning of the season

Team Leadership and Strategy

- Serve as the definitive source for current lacrosse rules and ensure rule compliance.
- Develop and implement game strategy, including player lineups and positioning.
- Keep players focused and engaged during practices and games.
- Decide on jersey color for each game based on league guidelines and coordination.

Player and Parent Communication

- Track and maintain awareness of any player absences from practices, games, or events.
- Communicate all practice schedules, game details, and special events to players and parents.
- Input and update team schedules on the club website as needed.
- Ensures all players and parents are aware of the attendance contract, and bullying policy (form to be created addressing each subject ; parent and kid will sign)

Staff Oversight and Compliance

- Ensure all assistant coaches are U.S. Lacrosse certified and have completed background checks prior to participating in any BLC sponsored activities, practices, or games.
- Attend the league's pre-season Rules Meeting and relay relevant updates to the coaching staff.

Assistant Coach(s) Responsibilities: supports the Head Coach in all aspects of team preparation, player development, and game-day operations. This role helps maintain a positive, safe, and structured environment for all players.

- Support the Head Coach
- Keep players focused during practices and games
- Provide one on one practice/skills to players in order to improve capabilities

Support and Execution

- Assist in implementing the strategies and practice plans set by the Lead Coach.
- Help manage drills, skill development activities, and conditioning sessions.
- Provide one-on-one guidance to players as needed, reinforcing coaching points and team values.

Team Management

- Monitor player attendance and attitude at practices and games; report concerns to the Head Coach.

- Help maintain discipline, focus, and team morale on the field and sidelines.
- Serve as an additional point of contact for players and parents when appropriate.

Communication and Coordination

- Support communication efforts by reinforcing messages from the Lead Coach to players and families.
- Help coordinate logistics for practices, games, and team events as directed by the Lead Coach.

Compliance and Professionalism

- Maintain current U.S. Lacrosse coaching certification and complete all required background checks prior to participating in any BLC sponsored activities, practices, or games. Failure to complete any of the above requirements may result in the individuals removal from the coaching staff.
- Represent the club positively and uphold its mission, values, and code of conduct.

Article V.

MEETINGS

The Board will hold an annual meeting in the June/July timeframe to welcome new Board Members, reflect on the previous season and kick off planning for the next season. Regular monthly meetings will take place from August through May. Special meetings can be called by the President or any Executive board member, as needed. ~~All meetings—annual, regular, or special—require at least three days' written notice from the Secretary. The meeting notice does not need to include the agenda or purpose unless stated otherwise.~~

Section I

Board Member Attendance Policy

~~All Board members must attend a minimum of 8 monthly meetings a year (August—May). All Board members are required to attend scheduled monthly meetings. If an absence is necessary, notice will be provided to the Executive Board of Directors. Failure to comply could result in dismissal from the Board. We can adjust the number of meetings, this was an average of how often other clubs meet).~~

All Board members are expected to demonstrate a strong commitment to the Lacrosse Club by actively by participating in its governance and decision-making processes. As such, each Board member is required to attend a minimum of eight (8) regularly scheduled Board meetings during the club's operational year, which runs from August through May.

Regular attendance is essential for maintaining continuity, fostering collaboration, and ensuring that all Board responsibilities are carried out effectively. If a Board member is unable to attend a meeting, they are expected to notify the President or Secretary in advance and provide a valid reason for their absence.

Failure to meet the attendance requirement—defined as attending fewer than 8 of the 10 80% of the scheduled meetings without sufficient cause—may result in disciplinary action, including but not limited to removal from the Board. The Executive Board shall review each case of non-compliance and determine appropriate action, taking into consideration the circumstances and any prior attendance issues.

This policy is intended to promote accountability and uphold the integrity and functionality of the Board, ensuring it operates in the best interest of the club and its members.

Article VII. FISCAL YEAR

During the fiscal year, our organization tracks income, expenses, budgeting, and financial performance. At the end of the fiscal year, financial statements are prepared to evaluate the organization's financial health and fulfill reporting requirements for stakeholders, tax authorities, or auditors.

Article VIII. ANNUAL BUDGET

The budget shall be developed by the President and the Treasurer with the input of other board members, if so asked by the President. The Lacrosse Club shall prepare and adopt an Annual Budget prior to the start of each fiscal year. The purpose of the budget is to provide a clear financial plan that outlines the Club's anticipated revenues and expenditures for the upcoming year, and to guide responsible financial management.

The Annual Budget shall include, but is not limited to:

- **Projected income** from player dues, sponsorships, fundraising efforts, grants, and donations.
- **Planned expenditures** such as uniforms, equipment, field and facility rentals, tournament and league fees, coaching stipends, travel costs, and administrative expenses.

The Treasurer, in collaboration with the remaining Executive Board members, shall be responsible for drafting the proposed budget. The final version must be reviewed and approved by a majority vote of the Board prior to the beginning of the fiscal year.

Once adopted, the Annual Budget shall serve as the Club's financial framework. Any significant deviation from the approved budget must be presented to and approved by the Board. The budget shall be reviewed periodically to ensure financial accountability and alignment with the Club's goals and operations.

Article VIII. AMENDMENTS

These Bylaws were approved at a meeting of the Board of Directors of Beavercreek Lacrosse Club on February 2018.

These Bylaws were reviewed, revised, and approved at a meeting of the Executive Board of Directors of Beavercreek Lacrosse Club on October 2025.