



## **Crusaders of Oklahoma Rugby Union Football Club Bylaws**

### **Article I Organization**

Crusaders of Oklahoma Rugby Union Football Club was founded on June 1st, 2007.

### **Article II Mission Statement**

The mission of Crusaders Rugby Club is dedicated to promoting the game of Rugby in Central Oklahoma.

### **Article III Members**

Active Member; Any person who registers as Active Player with the OKC Crusaders RFC in any one year pays yearly dues and CIPPS with OKC Crusaders RFC shall hold active player status and have all rights:

- A. Vote on club matters
- B. Speak on club matter at club meetings
- C. Speak at Executive meeting if represented by a member on the executive committee board
- D. Shall be eligible for all sides of OKC Crusaders RFC
- E. Run for all club positions

Inactive Member; any person who registers as an Inactive player with the OKC Crusaders RFC in any one year pays yearly dues shall hold Inactive Player status and have all rights:

- A. Vote on all club matters
- B. Speak on club matters at club meetings
- C. Shall be eligible to play in non-cup matches

- D. Eligible to run for all club positions

Old Boy; Any person who registers as an Old Boy with the OKC Crusaders RFC in any one year pays yearly dues and must be over 35 shall hold Old Boy status and have all rights:

- A. Vote on all club matters
- B. Speak on club matters at club meetings
- C. Eligible to run for all club positions

Honorary Player; Any person who goes above and beyond to help the club and represents the values of OKC Crusaders RFC:

- A. Must be nominated by a member of the OKC Crusaders RFC
- B. Voted on by members with in good standing of OKC Crusaders RFC
- C. Eligible to attend all meetings
- D. Attend all socials

#### Article IV Membership Dues and Fees

The Executive Committee shall determine the dues and fees that will be paid by the membership. Such dues will vary upon the type of membership obtained by the individual. Dues and Fees will be set on a yearly basis. Membership will be informed by the first Tuesday after Labor Day what the dues will be for the upcoming year. Dues are to be paid in full by a date determined by the Executive Committee for each year. Members joining at different times during the year will have an appropriate prorating of their dues.

#### Article V Executive Committee

The Executive Committee will consist of the following elected positions:

President, Vice President, Director of Rugby, Treasurer, Secretary, Club Captain, Recruitment, Marketing and Fundraising Officer, Social Secretary, and Old Boy.

The term for each position will be **One Year**, with elections held on a date selected by the Executive Board between the first day in June and the last day in August (days inclusive) and with at least two weeks prior notice communicated to club membership.

#### Article VI Duties and Responsibilities

Executive Committee:

- A. To create and update a five year rolling initiative to improve the clubs facilities, marketing and fundraising events, player recruitment, and to secure the clubs on going existence.
- B. To develop and foster the game of rugby for the benefit of Crusaders Rugby Club and the

## Community of Central Oklahoma.

### President:

- A. The President shall be active in all aspects of the clubs activities.
- B. He will organize quarterly meetings of the executive committee, and will be the chairperson for these meetings.
- C. Oversee the clubs financial assets.
- D. He will direct all off field club activities.
- E. Oversee all club officers.
- F. Review the bylaws and bring forward changes that will help improve the club.
- G. Will submit a bi-monthly article for the clubs web page.
- H. Act as a signatory on clubs bank accounts.

### Vice President:

- A. The Vice President will succeed the President in the event of death, resignation, or removal from office. The Vice President will serve in the capacity until a new President is elected.
- B. The Vice President shall be active in all aspects of the clubs activities.
- C. Oversee the clubs financial assets.
- D. To make sure that all playing members are registered (CIPP) with the Texas Rugby Football Union.
- E. Review the bylaws and bring forward changes that will help improve the club.
- F. Will assist in updating the clubs web page.
- G. Act as a signatory on clubs bank accounts.

### Director of Rugby:

- A. The Director of Rugby shall be active in all aspects of the clubs activities.
- B. Direct all on-field activities.
- C. Will direct all practices and oversee other team coaches.
- D. Will be in charge of the team selection committee.
- E. To keep a running inventory of all club on-field assets.
- F. Oversee the clubs financial assets.
- G. Submit a bi-monthly article for the clubs web page.
- H. Act as a signatory on clubs bank accounts.

### Treasurer:

- A. Maintain accurate accounting records for the club.
- B. Oversee club collections and distribute club funds as directed by the Executive Committee.
- C. To project the clubs budget for the following season.
- D. Act as a signatory on clubs bank accounts.
- E. Oversee credits and collections.

### Secretary:

- A. Maintain accurate minutes from all club meetings

- B. Ensure that our home field is booked for each game.
- C. Coordinate with TXRU in advance that a Referee has been obtained for home games.
- D. To liaise with all opponents two weeks in advance, for both home and away games to ensure that both clubs know the start time and venue for the upcoming game.
- E. To make sure that all fixtures are accurately placed on the clubs web page.

Club Captain:

- A. The Club Captain shall be active in all aspects of the clubs activities.
- B. To maintain discipline and the laws of the club but on and off the field.
- C. He will be a member of the team selection committee.
- D. To designate a mentor for each new player that joins the club.
- E. To ensure the field is marked prior to all home fixtures.

Recruitment Officer:

- A. Submit an article to the clubs web page.
- B. Organize events to attract new players.
- C. Maintain an updated list of all active team players.
- D. Coordinate with the Marketing and Fundraising Officer on possible events that could be used to promote the club and recruit new players.
- E. To coordinate with the Social Secretary on possible functions to recruit new team members.

Marketing and Fundraising Officer:

- A. Organize a Fundraising Committee.
- B. Coordinate with the Recruitment Officer on possible events that could be used to promote the club and recruit new players.
- C. Look for possible club sponsors.
- D. Market the club using mass media.
- E. Ensure that all sponsors web links are accessible from the clubs web page.
- F. Act as a signatory on clubs bank accounts.

Social Secretary:

- A. Organize a social calendar of events that run from August 1st through July 31st of each year.
- B. Coordinate after game social.

Old Boy:

- A. Maintain a record of all Old Boys related to OKC Crusaders RFC
- B. Have a fill on vote at executive meetings if members cannot attend meeting.
- C. Maintain club history.
- D. Organize Old boy meetings.
- E. Organize Old boy match and social

Article VII  
Voting

Voting is to be done by dues paying members. Each member will be allowed **exactly** one vote. Each member must be present to cast said vote. Absolutely no proxies or other absentee votes will be cast.

#### Article VIII Removal of an Officer

A member of the Executive Committee can be removed from office for not carrying out his/her duties. It will take a 2/3 majority from members in good standing with the club to vote him/her from the Committee.

#### Article IX Resignation of an Officer

Any officer may submit in writing a letter of resignation. Once the letter has been accepted by the Executive Committee, an election will be held to fill the position.

#### Article X Meetings

A meeting will be held once a quarter. The exact date of these meetings shall be set by the club President, and called by the Secretary.

#### Article XI Code of Conduct

All club members must act according to the rules and regulations set down by the International Rugby Board, USA Rugby, The Western Rugby Union, Texas Rugby Union, and the OKC Crusaders RFC Policy Book.

#### Article XII Club Colors

The Clubs colors will be Red, White, and Black.