

Revised Board of Directors Meeting 3/16/09

Hacienda La Puente Pop Warner

BY LAWS

Article I

Name

This organization shall be known as “**Hacienda La Puente Pop Warner, INCORPORATED**”, a non stock, non profit public benefit corporation, incorporated in the State of California.

Article II

Objective

The objective of this organization is to instill self-esteem, exercise, discipline, structure and responsibility as well as implant firmly in the youth of our community ideals of good sportsmanship, teamwork, honesty, loyalty, dedication, commitment, accountability and courage so they may develop into well-rounded youths and reflect a positive attitude to their peers, parents and their community. Bearing in mind at all times, that winning is secondary and that education both on and off the field is key in molding our youth into future confident, strong knowledgeable young men and women. Our Goal is to inspire the youth to practice the ideals of health, citizenship and character and give interested youth an opportunity to develop skills; participate in competitive tackle football; to bring the youth of the area together by means of a common interest in sportsmanship, fair play and fellowship; to impart to the activities elements of safety, sanity, and intelligent supervision; and to keep the welfare of the boy and/or girl first and foremost, entirely free of adult ambition and personal glory.

Article III
Membership

- Section 1 Membership of Hacienda La Puente Pop Warner will be comprised of the following:
- a. The duly elected and/or appointed Board of Directors.
 - b. Coaches, Assistant Coaches and Managers. (Except as provided in Article IV, Section 1).
 - c. Any player selected for a team.
 - d. Cheerleaders.
 - e. Parents (legal guardians) of said players or cheerleaders.
 - f. Honorary members as noted by the Board of Directors.
- Section 2 Any member of Hacienda La Puente Pop Warner is subject to suspension or dismissal by the Board of Directors, upon displaying conduct or failure to comply with the By Laws or Rules of Hacienda La Puente Pop Warner, which in the opinion of the Board of Directors is detrimental to the organization.
- Section 3 Evidence of such misconduct shall be presented to the Board of Directors, in writing within a reasonable length of time. Dismissal shall require a 3/4 vote of the entire Board of Directors, except as noted in Section 8 below. Suspension of a Board member shall require a 3/4 vote of the entire Board of Directors, except as noted in Section 8 below. Suspension of non-Board members may occur at the direction of the President, or upon a majority vote of the Board of Directors, a quorum being present. Any Board member may summarily suspend any non-Board member for cause.
- Section 4 The Board of Directors may levy dues, assessments, or fees upon members. Said dues, assessments, or fees may be identified as a condition of membership.
- Section 5 Hacienda La Puente Pop Warner may refuse membership of players, cheerleaders or parents (legal guardians) thereof for cause.

Article III (Continued)
Membership

- Section 6 The natural term of membership for players and cheerleaders shall be from the time a valid membership registration form has been submitted (including any required dues, assessments, or fees and any required accompanying forms) (and said registration is accepted by Hacienda La Puente Pop Warner) until midnight of December 31st of the calendar year in which the application was submitted. A player or cheerleader may voluntarily resign at any time.
- Section 7 The natural term of membership for the parents and/or legal guardians of players and/or cheerleaders shall coincide with that of said players and/or cheerleaders provided that said parents and/or guardians have completed a membership registration form. A parent and/or legal guardian may voluntarily resign at any time.
- Section 8 Board members who fail to dispatch (such as, but not limited to: not meeting deadlines set by the President; failing to adhere to these By Laws, the company's Policies and Procedures, or other applicable rules; failing or refusing to perform the duties of their office), or incompetently dispatch the duties of their office as described herein shall be subject to dismissal or suspension by the President, or a 3/4 vote of the entire Board of Directors. After such dismissal said Board position shall be declared vacant.

Article IV
Board of Directors

- Section 1 The Board of Directors of Hacienda La Puente Pop Warner will be comprised of the following officers:
- *President
 - *Vice President
 - *Secretary
 - *Treasurer
 - *Athletic Director
 - *Cheer Coordinator
 - *Business/ Publicity Director
 - Registration Director
 - Equipment Manager
 - Field Maintenance / Security Director
 - Player Agent/ Little Scholar Director
 - Team Mom / Snack Bar Director
 - Weigh Master

* Executive Board

** In the Event of an absence or vacancy in the offices of President or Vice President the line of succession is delineated as above.

Article IV(continued)
Board of Directors

Section 2 A Nominations for members of the Board of Directors shall be open at the regular meeting in October. Nominations shall remain open until a special election meeting on the first Saturday in November. Officers elected shall be installed at the first regular meeting in January. Each office shall be voted on separately unless combined hereto stated.

B **Exceptions:** The following persons cannot hold office as members of the Board of Directors:

- 1) No person in bad standings with Hacienda La Puente Pop Warner or Orange Empire Conference can hold a position as a Board Member or a position as Rostered Staff.

Section 3 The Board shall alternate election years so that half the Board shall remain intact for the stability of HLPPW. The Board positions up for Election at the end of the 2009 season are as follows: President, Treasurer, Cheer Director, Weigh Master, Equipment Manager, and Team Mom/Snack Bar Director.

Section 4 Any Board member absenting himself from two consecutive meetings automatically removes himself as a board member and his position shall be declared vacant, unless it is determined that his absence was involuntary.

Section 5 Resignation of Officers shall be submitted in writing to the Board of Directors.

Section 6 Vacancies which occur in any elected office shall be filled by appointment. Such appointment shall require an appointment by the President then a simple majority vote of the Board of Directors, a quorum being present, to ratify the appointment, or a 3/4 vote of the entire Board of Directors. In the event the Board of Directors is unable to fill a vacancy within the 30 days of the vacancy, the Vice President shall assume the responsibilities for such vacancy until such position is filled.

Article V
Duties and Responsibilities of the Board of Directors

Section 1. **President**

The President shall be responsible for the overall organization, management and administration of the activities of the organization including, but not limited to, the following:

- A. Shall preside over all meetings of the “Board of Directors”. He/She may appoint such committees as he/she may be authorized to appoint by the By-laws.
- B. The President is required alone or through a committee to prepare a proposed budget for the year. This shall be presented to the Board of the Directors at the February meeting. He/She is also responsible to report any deviations from the budget on a monthly basis.
- C. The President at any time in case of emergency, on a temporary basis, may appoint any member of the Board to another position in the organization without the appointee relinquishing his/her current duties on the Board during said appointment.
- D. The President shall appoint at least two(2) alternate representatives from the Board to the Conference Board of Presidents no later than February of each year. If Hacienda La Puente Pop Warner Football Inc., loses it’s vote on the Conference Board of Presidents due to lack of attendance at the Conference Board meetings, the President will be immediately terminated from the office for the remainder of his/her term.
- E. The President shall have the responsibility of enforcing all disciplinary procedures as outlined in the Rules and Regulations.
- F. At the end of the November elections, the out-going President shall appoint an Audit Committee with the approval of the Board of Directors, consisting of the two (2) current Board members and two (2) incoming Board Members to audit the financial records.

Section 2 **Vice President**

Shall assist the President in the organization, management and administration of the Hacienda La Puente Pop Warner organization. He shall further be responsible for game timers, field and game personnel, announcer and crowd control being present at all home games.

Article V (Continued)
Duties and Responsibilities of the Board of Directors

Section 3 **Secretary**

The Secretary shall keep or cause to be kept, a book of the minutes of the meetings of the Board of Directors, the names of those present, and the proceedings thereof. The league secretary shall maintain the corporate record which shall include the following: copy all of board attendance records, copy all of resolutions numbered for reference. He/she shall serve all notices required by law or the By-Laws of the corporation. In case of his/her absence, refusal or inability to act, any member whom the president may direct may perform his/her duties. He/she shall notify all Board of Directors prior to any meetings requiring their presence, and shall carry out such duties and assignments as delegated by the President.

Section 4 **Treasurer**

The Treasurer shall be responsible for maintaining the corporate financial records and shall be bonded by the organization. His/Her duties shall be such as are implied by name. He/She shall furnish, prepare and keep a full set of books of accounts, showing detail of the Corporation activities and accounts and all receipts and disbursements of every name and nature and the amount of cash on hand, money owed, or owed to it, and any such information as may be in the judgment of said Treasurer, pertinent or such as may be required by the Board of Directors. A Summary financial report shall be given at monthly Board meetings.

- A. The Treasurer shall receive and administer the disposition of all funds of the corporation and pay them out only on the check of the corporation.
- B. Preparation and filing of Federal and State Income Tax Returns and any other required non-profit corporation filings.
- C. Prepare the annual budget, under the guidance of the President, for approval by the Board of Directors.
- D. **Purchasing Agent.**
 - 1) May act as the Company Purchasing Agent in purchasing matters at the direction of the Board, or at the direction of the President.

Section 5. **Athletic Director**

The Athletic Director shall be responsible for all athletic activities including the following and shall carry out such duties and assignments as delegated:

- A. Shall conduct meetings for the coaches.
- B. Shall provide to the Board of Directors Head Coach Selections and Team assignments.
- C. Establish practice areas and practice schedules.
- D. Ensure that all teams and coaches abide by the organization and conference rules.
- E. Shall have complete responsibility for all activity which occurs on the practice and playing fields.
- F. Shall be responsible to prepare, maintain and distribute a coaching manual.
- G. Authorization to reprimand coaches for violation of coaching ethics, subject to the approval of the Board of Directors.

Article V (Continued)
Duties and Responsibilities of the Board of Directors

Section 6 **Cheerleading Director**

The Cheerleading Director shall be required to make purchases with coordination of the Treasurer. The Cheerleading Director shall represent the Cheer Coaches at all meetings of the Board of Directors. The Director will be responsible for the development and administration of the Cheerleading Programs. This will include a “mentoring” program for all Cheer Coaches. The Cheerleading Director shall be responsible to "fill in" for vacant cheer coach positions or in the absence of a cheer coach (this shall include, but not be limited to: practices, home games, and away games) The Cheerleading Director will represent the chapter at all Conference meetings concerning Cheerleading and shall carry out such duties and assignments as delegated by the President.

Section 7 **Business Manager/Publicity Director**

The Business Manager/Publicity Director shall be responsible for all publicity. This includes, but is not limited to, applying for Grants, publicity for sign ups, recruiting, team sponsors and fund raisers. Additionally, he/she is responsible for the solicitation of Organization Sponsors and shall carry out such duties and assignments as delegated. He/She shall be responsible for distribution of flyers and banners, organizing pictures, fundraising events, opening day, homecoming events, bowl games, parades, and any other event approved by the board. He/She will be responsible for maintaining Website and League email account to ensure proper correspondences get answered in a timely manner and by the correct position as the email co insides with.

Section 8 **Registration Director**

The Registration Director shall be responsible for obtaining locations and any needed permits to set up registration booths. He/she will be responsible for set up, break down and scheduling dates, time and locations. He/she will ensure that both Cheer and Football representatives are given ample time to ensure staff will be present for all registrations. He/she will ensure all needed applications, forms; supplies are at expenses needed for registration to board approval.

Article V (Continued)
Duties and Responsibilities of the Board of Directors

Section 9 **Equipment Director**

The Equipment Director shall be required to make purchases in coordination with the Treasurer. He/She shall be responsible for the maintenance and inventory control of all football equipment and properties owned by the organization. He/She shall submit an inventory report to the Board of Directors no later than March of each year, with a statement of condition of such equipment as required. Any purchases in excess of fifty dollars (\$50) shall be presented to the board for approval. He/She shall set up procedures for the distribution and collection of all equipment before and after the playing season. He/She shall establish procedures to ensure all teams are properly equipped. No equipment shall be placed on the playing field and/or any player without the express permission of the Equipment Director. He/She shall supply necessary medical equipment as required by the teams representative and shall carry out such duties and assignments as delegated.

Section 10. **Field Maintenance /Security Director**

The Field Maintenance/Security Director shall be required to make purchases in coordination with the Treasurer. The Field Maintenance/Security Director shall be responsible for the pre-game field preparation ensuring ropes are secured 10 yards back from sidelines as well as cheer boxes and post game clean up. He/She shall be responsible for the proper maintenance and clean up of all fields. The Field Maintenance Director is responsible to ensure that the field is ready / and secure for each game or event by appointing teams, coaches, or other persons as he/she sees fit to accomplish the job. He/She is also responsible for all field related equipment and facilities (including, but not limited to any buildings) and shall carry out such duties and assignments as delegated.

Section 11. **Player Agent / Little Scholar Director**

The Little Scholars Chairperson shall be responsible for obtaining report cards from each team member. He/she shall be responsible for the distribution and collection, from each eligible team member, the conference Little Scholar application form. He/she, in conjunction with the president, shall be responsible for the evaluation of each submittal and recommendation to participate in National Conference. He/she shall be responsible for all team's Player Agents and ensuring they know the duties and responsibilities to their team and the Team Book is in order as well as the following;

Article V (Continued)
Duties and Responsibilities of the Board of Directors

Player Agent/Little Scholar

- A. Shall represent the players at meetings of the Board of Directors.
- B. Will organize and conduct the registration of players. Will also arrange for Medical Doctors to give the Physical exams to the players.
- C. Shall be the liaison in all disputes between the player (and his parents) and the Board of Directors, Coaches, etc.
- D. Shall utilize the Conference Rules and assist the Deputy Commissioners in determining player eligibility.
- E. Shall assist the Deputy Commissioners in the certification of players to the conference.

Duties and Responsibilities of the Board of Directors

- F. Shall conduct in person, or provide a suitable alternate to conduct, weigh-ins at all games.
- G. Shall represent the business managers at all meetings of the Board of Directors. Shall be responsible for the development and administration of the business manager program. This will include a “mentoring” program for all business managers.

Section 12. **Team Mom / Snack Bar Director**

The Snack bar Chairperson shall among other duties;

- A. Purchase all supplies for the snack bar and designate working schedules for each participating team.
- B. He/she must handle any emergencies arising with such teams. He/she is to keep an accurate account of all monies disbursed and received and make weekly deposits to the Treasurer. At the end of each season, the books and monies must be turned over to the Treasurer for audit. In removing of cash, the snack bar coordinator will count the cash with another member at the time any cash is removed from the register. This will be signed off by the two removing the cash.
- C. He/She shall be responsible for the set up, break down, and scheduling of team shifts to work snack bar.
- D. He/she will ensure only teams with “home” games work and that no team works during their game time. Submit menu board for approval. She will get list Thursday prior to said game from team mom of people working said shifts. If said persons fail to show then the said team will be fined twenty-five dollars (\$25) per person. She will submit lists to the treasurers of “no shows” within 48 hours of said shift. She must notify team mom that monies will be deducted directly from team account.
- E. He/She will ensure team moms submit budget and fundraising events no later than August 1st of said year to board for approval.

Article V (Continued)
Duties and Responsibilities of the Board of Directors

Section 13. **Weigh Master**

The Weigh Master shall ensure coverage for scheduled games three (3) days prior to game day:

- A. He/She must ensure each football player who participates in a game under Hacienda La Puente's jurisdiction conforms to the conference's age and weight rules.
- B. He/She must ensure each player is wearing approved equipment to ensure that each player is properly protected.
- C. He/She must prevent any player who does not conform to items one and two from participation in that game.

Article VI
Meetings and Voting

Section 1 **General Meetings**

General meetings of the Board of Directors and General Membership will be held monthly. General Meetings will not be open forum and will run by Meeting Agenda only. Time and place to be designated by the President. Since open to the public meetings must be in a facility large enough to accommodate and handle any members willing to sit in, they will only be allowed to be addressed if on the Agenda.

Section 2 **Special/Executive Meetings**

Special meetings of the Board of Directors may be called by The President or by 2 Board Members and require a 3/4 Quorum to be present or meeting will be considered null and void. Special Meetings are not open to General Members unless by special invitation to sit in and observe only.

Section 3 **Notification of Special/Executive Meetings**

In the case of special meetings, the Board of Directors shall be notified in writing or by telephone not less than 24 hours in advance of such a meeting. The notification will include the date, place and the nature of the business to be considered. No business other than that contained in the notification shall be considered.

Section 4 **Quorum for Business Meetings**

A Majority of the Board of Directors shall constitute a quorum for any business meeting.

Section 5 **Voting**

Each member of the Board of Directors shall have one vote. The President shall vote only in the case of ties.

Section 6 **Protocol**

All Meetings shall be conducted under Robert's Rules of Order, revised edition. These By-Laws and Board policy shall take precedence over Robert's Rules of Order, revised edition.

Article VIII
Selection of Coaches

Section 1 **General**

- A. All Head Coaches', Assistant Coaches' and Managers' appointments shall be for a one year duration, ending December 31, of current year.

Section 2 **Appointment of Coaches**

- A. All applicants for Head Coaching positions, including Coaches presently in the program, must submit their application to the Athletic Director, who may appoint a Coaches Review Committee consisting of 5 people including Athletic Director. The Athletic Director will have final say on all matters contained here-in.
- B. The Athletic Director shall, at the same time, solicit applications from potential assistant coaches.
- C. The Athletic Director and Coaches Review Committee, if appointed, shall conduct interviews with all candidates for head coach, in accordance with the committee's policies and procedures.
- D. The Coaches' Review Committee shall then report upon the interviews and determinations to the Board of Directors at the next meeting scheduled.
- E. Once a Head Coach is installed, his appointment may only be terminated if he conducts himself in such a fashion as to dictate his removal.
- F. Unless otherwise removed, or resigned, membership of coaches (Head Coaches and Assistant Coaches) shall terminate at 11:59 pm on December 31 of the year said coaches were selected to serve.

Article VIII
Solicitation of Funds

No team or individual will make any representation, for the purpose of soliciting of funds, using the name of Hacienda La Puente Pop Warner, without the prior written approval of the Board of Directors.

Article IX
Team Awards Banquets

Each Team is to plan an Awards Banquets and have it approved by the Board of Directors no later then the first Game of the current Season. These banquets will be conducted after the post season invitational bowl games, and no later then December 31st of current year, unless otherwise granted permission by the Board of Directors. The purpose of these banquets is to ensure that the players and cheerleaders are appropriately recognized for their achievements in accordance with National Pop Warner policy.

Funding for the Association Awards Banquets will come from the team funds. Participant's meals will be paid for from team funds. Parents, Coaches and Association Staff may be charged a nominal fee to defray expenses only. These banquets will not be used as an Association, or Team Fund Raiser.

Article X
Team Funds

- Section 1 The term "account", "accounts" or the like referred to herein shall refer to bank accounts, securities, commodities, assets (tangible or intangible), real property, cash-in-hand, or the like.
- Section 2 Individual team accounts shall be the property of Hacienda La Puente Pop Warner, Inc.
- Section 3 The Board of Directors shall have complete oversight over activities of team accounts. This shall include, but not be limited to, deposits, withdrawals, and hypothecation.
- Section 4. The Board of Directors shall have oversight over the method of fundraising for team accounts. This shall include, but not be limited to the acceptance of money from sponsors. The Board of Directors may force a team to decline a sponsorship.
- Section 5 The Board of Directors shall have oversight over the method of fund disbursement from team accounts.
- Section 6 Each team shall keep a full and accurate accounting of moneys gathered and disposed of by said team in a manner approved by the Board of Directors.
- Section 7 Each team shall be responsible for raising funds for deposit into it's' account for expenses expected to be incurred during the current season.
- Section 8 All funds obtained and/or donations received are to be made payable to "Hacienda La Puente Pop Warner".

Article X
Team Funds continued

- Section 9 Team fund raising will in no way interfere with association fund raising.
- Section 10 Each team shall be responsible for payment of expenses incurred by said team.
- Section 11 Expenditures from team funds shall inure to the benefit of team players, cheerleaders, and staff members or other persons officially associated with Hacienda La Puente Pop Warner, Inc. by direction of the Board of Directors. The majority of team expenses shall inure to the benefit of team players, cheerleaders and mascots. Funds raised for team use are intended to cover the costs of Pizza Parties, Shirts, Socks, Caps, Team Staff remembrances, Pomes, etc
- Section 12 Expenditures from team funds shall be paid out of the team account only on check of the corporation.

Article XI
Liability of Members

No Members of the Corporation whether regular or otherwise, shall be personally or otherwise liable for any of the debts, liabilities, or other obligations of the Corporation.

Article XII

Dissolution

The property of this corporation is irrevocably dedicated to charitable or religious purposes and upon liquidation, dissolution, or abandonment of the owner, after providing for the debts and obligations thereof, the remaining assets will not inure to the benefit of any private person but will be distributed, to a non-profit fund, foundation or corporation voted on by 2/3 majority vote of the Board of Directors, which is organized exclusively for charitable or religious purposes and which has established its' tax exempt status under the provisions of the Internal Revenue Code and the Laws of the State of California.

Article XII
Amendments

These By Laws or any section thereof may be amended or repealed by a three fourths (2/3) vote of the entire Board of Directors at any duly constituted meeting providing that written notice of such proposed changes, over the signature of the Secretary, shall have been communicated to each member of the Board of Directors at least five (5) days prior to the meeting at which such proposed changes are to be considered.

Copies of the By Laws as accepted shall be given to each member of the Board of Directors within thirty (30) days of acceptance and will be signed for receipt by each member.

All members, including but not limited to the Board of Directors, shall be bound to honor, abide by, and enforce, the Board approved "Policies and Procedures". Further, any section of the company's "Policies and Procedures" manual may be amended or repealed by a three fourths (3/4) vote of the entire Board of Directors.

ARTICLE XIV
Staff Members and Their Appointment

Section 1. **Staff Positions Defined and General Provisions:**

A. Staff positions shall include, but not be limited to the following:

Team Mothers/Fathers
Assistant Coaches
Honorary Board Members
Auxiliary Board Members (e.g. Non-voting positions)

Head Coaches are explicitly excluded from the provisions of this article.

B. The Board of Directors **alone** shall have the power to create and dissolve Staff positions.

C. Creation of a Staff Position shall require a simple majority of the Board of Directors, a quorum being present.

D. Dissolution of a Staff position shall require a simple majority of the Board of Directors, a Quorum being present.

E. The act of creating or dissolving a Staff position shall not in any manner nullify or alter any of the articles of these By Laws.

F. The Board of Directors shall not be obligated to fill any unfilled Staff position.

G. The Board of Directors **alone** shall have the power to describe the nature and duties of a Staff position.

H. The Board of Directors **alone** shall have the power to alter the nature and duties of a Staff position.

I. The description of the nature and duties of a staff position, or alteration thereof, shall require a simple majority of the Board of Directors.

ARTICLE XIV (Continued)
Staff Members and Their Appointment

J. For purposes of this article when reference is made to the **ADMINISTRATIVE MANUAL FOR POP WARNER FOOTBALL** the term “AMPW” contained therein shall be construed, and interpreted to mean the Board of Directors of Hacienda La Puente Pop Warner.

K. The Board of Directors of Hacienda La Puente Pop Warner reserves itself the right of *Summary Authority* regarding staff positions. For the purposes of this article, the term “*Summary Authority*” shall be as defined in the **ADMINISTRATIVE MANUAL FOR POPWARNER FOOTBALL**, Chapter 13. *Summary Authority* may **only** be exercised by voting members of the Board of Directors, and then by a simple majority of said members present.

Section 2. **Appointment of Positions:**

A. All Staff positions shall be filled only by appointment by the Board of Directors of Hacienda La Puente Pop Warner. Appointment shall require a simple majority of the Board of Directors, a quorum being present.

Section 3. **Termination:**

A. All Staff appointments shall terminate on January 1 at 12:00 a.m., of the calendar year following the appointment. Staff members terminated in this manner shall not have the right to any hearings or appeals.

B. The Board of Directors of Hacienda La Puente Pop Warner may revoke any appointment to a staff position if the staff member in question discontinues dispatching the duties of their position. Said termination shall require a simple majority of the Board of Directors, a quorum being present. Staff member shall be entitled, upon request, to appropriate hearings and appeals as enumerated in Section 7 of this article. However, the status of the Staff Member shall remain enforce until found otherwise as a result of a hearing or appeal.

C. Any Staff Member may be terminated as a result of *Summary Authority*. Said Staff member shall be entitled, upon request, to appropriate hearings and appeals as enumerated in Section 7 of this article. However, the *Summary Action* taken against the Staff Member shall remain enforce until found otherwise as a result of a hearing or appeal.

ARTICLE XIV (Continued)
Staff Members and Their Appointment

Section 4. **Superiority:**

A. This article, and provisions thereof, shall be superior in nature to all other articles of these By Laws when said By Laws are describing the nature of Staff Positions.

Section 5. **Severability:**

A. If any provision or condition of this article is held by an entity of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions of this article shall remain in full force and effect and shall in no way be altered, impaired, or invalidated.

Section 6. **Temporary Suspension:**

A. Any Staff Member may be temporarily suspended from the execution of their duties, and authority pertaining thereto, at any time by a simple majority of members of the Board of Directors present as a result of *Summary Authority*. Said suspension shall remain enforce pending a decision regarding the disposition of said staff member by the Board of Directors, a quorum being present, at the next meeting of said board.

Section 7. **Hearings And Appeals**

A. If any Staff Member is temporarily suspended or *Summary Action* is taken against said Staff Member, then said Staff Member shall be entitled to request appropriate Hearings and Appeals as prescribed by the **ADMINISTRATIVE MANUAL FOR POP WARNER FOOTBALL**, Chapter 13.

B. The Board of Directors may impose a penalty of its' own design for offenses not covered by the **ADMINISTRATIVE MANUAL FOR POP WARNER FOOTBALL**.

ARTICLE XV
Team Colors and Application

Section 1. **Team Colors Defined:**

A. Team colors generally refer to those parts of a player's or cheerleader's uniform which are usually visible to the casual observer during practices, scrimmages, exhibitions, competitions, and games. It also refers to, but is not limited to, the use of colors usually visible on coaching staff apparel and team banners.

B. The number and nature of team colors for Hacienda La Puente Pop Warner are to be determined by the Board of Directors alone.

C. Only the Board of Directors, or members thereof, may determine the appropriate application of team colors.

Section 2. **Application of Colors:**

A. Player uniforms which consist of, but are not limited to, the following shall be of a design and coloring designated by the Board of Directors:

Helmets	Jerseys	Shimmels
Pants	Shoes	Belts

B. Cheerleader Uniforms which consist of, but are not limited to, the following shall be of a design and coloring designated by the Board of Directors:

Skirts	Vests	Blouses	Socks	Shoes
Bloomers	"Scrunchies"	Poms	Flag Uniforms	

ARTICLE XV (Continued)
Team Colors and Application

Section 3. **Remedy for non-compliance to team colors:**

A. The head coach of a given team shall be responsible for the proper application of team colors for his entire team. This shall include, but is not limited to players, cheerleaders, and assistant coaches.

B. Guideline for the remedy of infractions of non-compliance shall be as follows:

- a. First offense: verbal warning
- b. Second offense: suspension for 1 week
- c. Third offense: suspension for 2 weeks
- d. Forth offense: suspension for 1 month
- e. Fifth offense: suspension for residual of season

A person who is “suspended” **may not** attend any function associated with Pop Warner, OEC, Nationals or Hacienda La Puente Pop Warner for the specified suspension period, except hearings related to the offense conducted by the Board of Directors. This includes, but is not limited to practices and games.

C. The Hacienda La Puente Pop Warner Board of Directors reserves itself the right to vary from the remedies as set forth in item “B” above.

D. Mitigating circumstances, such as weather, must be considered when determining compliance.

ARTICLE XVI
(Power of Directors)

Section 1 **Powers of Directors**

A. GENERAL POWERS OF DIRECTORS: The Board of Directors manage the affairs of the corporation, and subject to the restrictions imposed by laws, by the articles of incorporation, or by these By-Laws, may exercise all the powers of corporation.

B. SPECIFIC POWERS OF DIRECTORS: without prejudice to such general powers, it is hereby expressly declared that the directors shall have the following powers:

1. To adopt and alter a common seal of corporation.
2. To make and change regulations not consistent with these By-Laws for the management of the corporation's activities and affairs.
3. To appoint and remove, with cause, agents, officers, and employees of the corporation and prescribe their duties.
4. To pay for property purchased by the corporation, either wholly or partly in money.
5. To select and designate such bank or trust company as they deem advisable as official depository of the funds of the corporation and to prescribe and order that manner in which such deposits shall be made or withdrawn.
6. Head coaches may be removed by two-thirds (2/3) majority vote.
7. To approve head coaches and to approve their staff or assistants prior to them taking the field. To be approved for the head coach or a staff position, an applicant must carry a simple majority of votes.
8. To establish an appropriate method of evaluating coaches.

C. COMPENSATION OF DIRECTORS: Directors shall not receive any monetary compensation for their services as directors, but may be reimbursed for authorized expenditure of legitimate expenses.

SECTION 1 **GENERAL**

- A. In the event a situation arises not covered by these By-Laws, the Board of Directors shall refer to the conference's current By-Laws and rule of books and adhere to such as though contained herein and a part of these By-Laws.
- B. Any decision involving conference affiliation or business must be put before the general membership.