

Silsbee-Kountze Elite Youth Football & Cheer

BYLAWS

Board Adoption Draft

Prepared from the current Golden Triangle Youth Football & Cheer bylaws and adapted for local association governance.

Adoption date	January 1, 2026
Effective date	January 1, 2026
Principal office	_____
GTYFC affiliation	Golden Triangle Youth Football & Cheer

Two towns. One team. One family.

Table of Contents

ARTICLE I Name, Status, Offices, and Governing Authority
ARTICLE II Purpose and Mission
ARTICLE III Programs and League Compliance
ARTICLE IV Participants and Association Community
ARTICLE V Board of Directors
ARTICLE VI Officers and Duties
ARTICLE VII Meetings and Voting
ARTICLE VIII Committees and Team Administration
ARTICLE IX Safety, Screening, and Youth Protection
ARTICLE X Conduct, Complaints, Discipline, and Appeals
ARTICLE XI Finances and Property
ARTICLE XII Conflicts of Interest and Ethics
ARTICLE XIII Records, Privacy, and Communications
ARTICLE XIV Insurance, Indemnification, and Liability
ARTICLE XV Nondiscrimination and Accessibility
ARTICLE XVI Amendments and Policies
ARTICLE XVII Dissolution
ARTICLE XVIII Adoption and Transitional Provisions

ARTICLE I Name, Status, Offices, and Governing Authority

Section 1. Name. The name of the organization is Silsbee-Kountze Elite Youth Football & Cheer, referred to in these Bylaws as the "Organization" or "Elite."

Section 2. Nonprofit Character. The Organization shall operate on a nonprofit basis for charitable, educational, and youth athletic purposes. No part of its net earnings shall benefit any director, officer, or private person, except for reasonable reimbursement or compensation for authorized services that further the Organization's purposes.

Section 3. Principal Area. The Organization primarily serves youth who live in or attend school in Silsbee, Kountze, and any other area allowed by Golden Triangle Youth Football & Cheer (GTYFC). Home activities may be conducted in both Silsbee and Kountze.

Section 4. Governing Authority. The Organization is a local association affiliated with GTYFC. The Organization shall comply with the current GTYFC bylaws, playing rules, cheer rules, certification requirements, code of conduct, ejection rules, insurance requirements, and lawful decisions. If these Bylaws conflict with a controlling GTYFC requirement on league participation, the GTYFC requirement controls for league matters. The Organization's certificate of formation, if any, and applicable law control over these Bylaws.

Section 5. Offices. The principal office and registered office, if required, shall be maintained at locations approved by the Board of Directors. The Organization shall keep its current governing documents and required records at its principal office or in a secure electronic records system.

ARTICLE II Purpose and Mission

Section 1. Purpose. The Organization exists to provide safe, organized youth football and cheer programs; teach fundamentals, teamwork, sportsmanship, discipline, responsibility, self-respect, and healthy competition; and unite the Silsbee and Kountze communities through youth athletics.

Section 2. Equal Opportunity. Participation shall be offered without unlawful discrimination based on race, color, national origin, religion, sex, disability, or economic background, subject to age, grade, residency, certification, safety, roster, and competition requirements established by GTYFC and the Organization.

Section 3. Youth First Standard. In every decision, the safety, welfare, development, and fair treatment of youth participants shall be the Organization's primary consideration.

ARTICLE III Programs and League Compliance

Section 1. Programs. The Organization may operate flag football, tackle football, cheerleading, camps, conditioning, clinics, fundraisers, community events, and related activities approved by the Board.

Section 2. Divisions. Football and cheer divisions, age limits, grade limits, line-only restrictions, roster limits, waitlists, mandatory team splits, certification dates, and competition requirements shall be those in the current GTYFC governing documents. As of the July 22, 2026 GTYFC bylaws, the divisions are Flag age six and under, Peewee age eight and under, Junior age ten and under, and Senior age twelve and under as of August 1, with no participant enrolled in seventh grade or above; tackle roster limits are thirty and flag roster limits are twenty-five. These details automatically conform to later GTYFC amendments without requiring an amendment to these Bylaws.

Section 3. Open Registration. Registration shall be open to every eligible child within the Organization's approved boundaries on equal terms. Selective early registration, hand-picking participants, or improper recruiting is prohibited. Registration may close when deadlines or roster limits are reached.

Section 4. Teams and Drafts. When more than one team exists in a division, team formation shall follow current GTYFC regular-draft, expansion-draft, full-draft, sibling, coach-option, competitive-balance, notice, and sixty-forty requirements. The Board shall supervise each draft and preserve a written record.

Section 5. Certification and Waivers. No participant may practice with contact, compete, or receive a game credential unless all GTYFC and Organization registration, medical, consent, conduct, residency or school, birth record, certification, and insurance requirements are met. Waiver requests shall be submitted through the Board and are valid only when approved by GTYFC for the applicable season.

Section 6. Rule Stability. Elite shall follow the GTYFC rule-freeze and non-retroactivity provisions. Local operational policies may be changed during a season only when reasonably necessary for safety, law, insurance, facility requirements, or continued operations, and shall not be applied retroactively to punish conduct that was allowed when it occurred.

ARTICLE IV Participants and Association Community

Section 1. Association Community. Parents and guardians of registered participants, approved adult volunteers, coaches, team staff, sponsors, and supporters constitute the Organization's association community. Participation in that community does not create a statutory membership interest, ownership interest, or right to vote on Board business.

Section 2. No Statutory Members. Unless the certificate of formation requires otherwise, the Organization shall have no members with voting rights under the Texas Business Organizations Code. Governance authority is vested in the Board of Directors.

Section 3. Rights and Responsibilities. Participants and their families are entitled to fair treatment, notice of applicable rules and fees, reasonable access to nonconfidential information, and the opportunity to raise concerns through established procedures. They must follow the code of conduct, pay approved fees or maintain an approved payment plan, protect Organization property, and respect officials, opponents, facilities, and other families.

Section 4. Refunds. Registration and other fees shall be governed by a written refund policy adopted by the Board and disclosed before or during registration. GTYFC, uniform, insurance, processing, and other nonrecoverable costs may be excluded from refunds.

ARTICLE V Board of Directors

Section 1. Authority. The Board of Directors is the governing body of the Organization and has authority over policy, finances, programs, personnel, discipline, facilities, contracts, fundraising, and league representation, subject to law and GTYFC requirements.

Section 2. Composition. The voting Board shall consist of the President, Vice President, Secretary, Treasurer, Football Director, Cheer Coordinator, Parent and Community Affairs Coordinator, Concessions Manager, Fundraising Coordinator, and any Elders elected by the Board. The Board may create additional director positions by amendment. A person may not hold more than one voting office at the same time.

Section 3. Eligibility. A director must be at least eighteen years old, support the Organization's mission, satisfy all required background screening, and remain in good standing. The President, Vice President, Football Director, and Cheer Coordinator must be at least twenty-one years old.

Section 4. Terms. Directors serve one-year terms beginning January 1 and ending December 31, or until a successor is elected and qualified. Directors may be reelected without a term limit unless the Board later adopts one by amendment.

Section 5. Elections. The Board shall elect directors at the regular December meeting. Nominations may be made by any sitting director and shall remain open until the vote begins. Election requires a majority of votes cast at a meeting with quorum. If no candidate receives a majority, the two candidates receiving the most votes shall proceed to a runoff.

Section 6. Vacancies. The Board may fill a vacancy by majority vote for the remainder of the term. Until a vacancy is filled, the President may temporarily assign essential duties for no more than sixty days.

Section 7. Resignation. A director may resign by written notice to the President or Secretary. The resignation is effective when received unless it states a later date.

Section 8. Removal. A director may be removed for failure to perform duties, three consecutive unexcused meeting absences, conduct harmful to the Organization, loss of eligibility, breach of confidentiality, financial misconduct, or violation of law or governing documents. Removal requires written notice of the grounds, a reasonable opportunity to respond, and a two-thirds vote of the remaining directors. A director whose removal is considered may not vote on the matter.

Section 9. Compensation. Directors shall not be paid for Board service. The Board may approve reimbursement of reasonable documented expenses. A director may be paid for separate professional services only after conflict disclosure, recusal, and a finding by disinterested directors that the arrangement is fair, reasonable, and in the Organization's best interest.

ARTICLE VI Officers and Duties

Section 1. President. The President presides at meetings; provides overall supervision; enforces governing documents; serves as primary spokesperson; appoints committee members subject to these Bylaws; coordinates with GTYFC; signs authorized instruments; and may take temporary action in a genuine safety or operational emergency, subject to prompt Board review.

Section 2. Vice President. The Vice President assists the President, performs the President's duties when the President is unavailable or recused, oversees assigned projects, and supports compliance and volunteer coordination.

Section 3. Secretary. The Secretary issues meeting notices; prepares agendas with the President; keeps accurate minutes, attendance, resolutions, governing documents, policies, and official correspondence; maintains the corporate record book; and certifies Board actions when needed.

Section 4. Treasurer. The Treasurer receives and accounts for funds; maintains complete financial records; makes approved deposits and payments; provides a written report at each regular meeting; prepares the annual budget and year-end report; coordinates required tax and regulatory filings; safeguards access credentials; and transfers all records and property promptly at the end of service.

Section 5. Football Director. The Football Director supervises football operations, coach recommendations, equipment, team formation, rules education, safety compliance, schedules, and coordination with the GTYFC football and certification processes.

Section 6. Cheer Coordinator. The Cheer Coordinator supervises cheer operations, coach recommendations, uniforms and equipment, safety, certification, competition preparation, and coordination with GTYFC cheer requirements.

Section 7. Parent and Community Affairs Coordinator. The Parent and Community Affairs Coordinator supports family communication, positive-sideline education, volunteer engagement, complaint intake, and community relations.

Section 8. Concessions Manager. The Concessions Manager oversees concession inventory, food-safety practices, staffing, cash controls, and event reconciliation, and submits receipts and funds to the Treasurer promptly.

Section 9. Fundraising Coordinator. The Fundraising Coordinator develops Board-approved fundraising and sponsorship activities, maintains solicitation and prize records, coordinates required permissions, and promptly accounts for all proceeds and property.

Section 10. Elders. Elders provide institutional knowledge, advice, mediation support, and other duties assigned by the Board. Elders are voting directors unless the election resolution expressly designates an Elder as nonvoting.

Section 11. Separation of Duties. No officer may approve a payment to themselves. The same person may not control authorization, custody, and reconciliation of the same funds. The Board shall assign a second person when staffing would otherwise concentrate those functions.

ARTICLE VII Meetings and Voting

Section 1. Regular Meetings. The Board shall meet at least monthly from January through November and may omit the December meeting only after completing annual elections by another properly noticed meeting. The Board shall approve the time and place or electronic method.

Section 2. Annual Meeting. The December regular meeting is the annual meeting for elections, year-end review, policy review, and planning, unless the Board sets another date by resolution.

Section 3. Special Meetings. The President or any three voting directors may call a special meeting. Only business stated in the notice may be decided at a special meeting.

Section 4. Notice. Regular meeting notice shall be provided at least five days in advance. Special meeting notice shall be provided at least forty-eight hours in advance. Emergency meetings may be called with the notice reasonably possible when delay would threaten participant safety, legal compliance, insurance, property, or continued operations. Notice may be delivered electronically.

Section 5. Quorum. A majority of the filled voting director positions constitutes a quorum. Directors with a conflict who recuse remain counted for establishing quorum to the extent allowed by law but are not counted as voting on the affected matter.

Section 6. Voting. Each voting director has one vote. Except where these Bylaws require a greater vote, action is approved by a majority of directors present and voting at a meeting with quorum. Proxy voting is not permitted. A tie vote fails.

Section 7. Electronic Participation. Directors may participate by telephone, videoconference, or another method through which all participants can communicate concurrently. Such participation counts as presence.

Section 8. Action Without Meeting. The Board may act without a meeting only by unanimous written consent of all voting directors. Electronic consents are permitted and shall be filed with the minutes.

Section 9. Minutes and Confidential Sessions. Minutes shall record attendance, motions, votes, recusals, and material actions. The Board may enter a confidential session for personnel, discipline, participant privacy, legal advice, contracts, security, or sensitive financial matters. Final Board action must be recorded in the minutes without unnecessary disclosure of protected information.

Section 10. Parliamentary Procedure. The current edition of Robert's Rules of Order Newly Revised governs when consistent with law, GTYFC requirements, and these Bylaws. Informal procedure may be used when no director objects.

ARTICLE VIII Committees and Team Administration

Section 1. Committees. The Board may establish standing or special committees and shall define their purpose, membership, authority, and reporting duties. Committees recommend action unless the Board expressly delegates authority allowed by law.

Section 2. Standing Functions. The Organization shall maintain, directly or through assigned directors, finance and internal-control, safety and risk-management, nominations and governance, and conduct and discipline functions.

Section 3. Committee Quorum. A majority of appointed committee members constitutes a quorum. Committee recommendations require a majority of members present and voting. Recusal and confidentiality rules apply.

Section 4. Coaches and Team Staff. Head coaches, assistant coaches, team parents, and other team staff are volunteers appointed annually by the Board. Appointment in one season creates no right to appointment in a later season. Head coaches must be at least twenty-one; assistant coaches must be at least eighteen; and all must meet GTYFC credential and screening requirements.

Section 5. Removal of Volunteers. The Board may limit, suspend, or remove a volunteer for safety concerns, failure to follow instructions, misconduct, loss of eligibility, or conduct contrary to the mission. Except for temporary safety action, the person shall receive notice of the concern and an opportunity to respond before final action.

ARTICLE IX Safety, Screening, and Youth Protection

Section 1. Background Screening. Every adult who interacts with participants, enters a restricted team area, handles participant information, or holds an official volunteer role must submit to and pass the background screening required by GTYFC and the Organization before serving. Screening results shall be restricted to persons with a need to know.

Section 2. First Aid and Emergency Readiness. At least one adult with current first-aid and CPR training, or an equivalent qualification accepted by GTYFC, must be present at each sponsored activity. A stocked first-aid kit must be reasonably accessible. Emergency contacts, venue procedures, heat and weather precautions, and injury-reporting procedures shall be maintained.

Section 3. Practice Safety. Practices shall follow GTYFC conditioning, acclimatization, equipment, contact, and supervision rules. No team or squad may conduct a group activity without an approved adult coach and required safety coverage present.

Section 4. Abuse Prevention. Sexual abuse, grooming, hazing, bullying, retaliation, corporal punishment, and degrading treatment are prohibited. Suspected abuse or neglect shall be reported as required by Texas law. Internal reporting does not replace a legally required report to authorities.

Section 5. One-on-One Contact. Adults shall avoid isolated one-on-one interactions with a minor who is not their child. Electronic communications concerning a participant should include the parent or guardian or another approved adult, except in a genuine emergency.

Section 6. Transportation and Medical Decisions. The Organization does not assume a general duty to transport participants. Any Organization-arranged transportation or medication practice must follow a written Board-approved policy, parental authorization, insurance requirements, and applicable law.

Section 7. Weapons, Drugs, and Dangerous Conduct. Illegal drugs, intoxication, fighting, threats, and weapons not carried by an on-duty law-enforcement officer are prohibited at Organization activities. Pyrotechnics require all approvals required by GTYFC, the facility, insurer, and law.

ARTICLE X Conduct, Complaints, Discipline, and Appeals

Section 1. Code of Conduct. All directors, coaches, volunteers, participants, parents, guardians, and spectators are subject to the Organization's code of conduct and applicable GTYFC conduct and ejection rules. Elite maintains a positive-program and zero-tolerance standard for abuse, threats, fighting, harassment, and dangerous behavior.

Section 2. Complaints. Complaints should be submitted in writing to the President or Secretary and should identify the conduct, date, people involved, witnesses, and available evidence. A complaint involving either officer shall be submitted to the Vice President or another disinterested director.

Section 3. Fair Process. Before final discipline, the affected person shall receive notice of the allegations and a reasonable opportunity to respond, except when immediate temporary action is necessary for safety, participant welfare, evidence protection, or operational integrity. Decision-makers must be impartial and shall consider reliable information.

Section 4. Temporary Suspension. The President, acting with the Vice President or a disinterested director, may impose a temporary administrative suspension pending review when continued participation may create a safety risk, material disruption, or threat to organizational integrity. The Board shall review the suspension as soon as reasonably practicable.

Section 5. Sanctions. Available sanctions include instruction, warning, probation, restricted access, restitution, game or activity suspension, removal from a volunteer position, season suspension, or permanent exclusion, consistent with GTYFC authority and the severity and history of conduct.

Section 6. League Ejections. Ejections occurring at GTYFC events shall be documented, reported, reviewed, and appealed under the current GTYFC bylaws and ejection rules. Elite may impose additional local restrictions when supported by safety or conduct findings, but may not reduce a GTYFC sanction.

Section 7. Local Appeal. A person may appeal a final local disciplinary decision in writing within seventy-two hours after notice. The appeal must state the claimed error and include supporting

information. Disinterested directors who did not make the initial decision shall decide the appeal within a reasonable time. The appeal decision is final within the Organization, subject to any right of GTYFC review.

Section 8. No Retaliation. Retaliation for a good-faith report, participation in a review, request for accommodation, safety concern, or exercise of a legal right is prohibited. Knowingly false statements or evidence may be disciplined.

ARTICLE XI Finances and Property

Section 1. Fiscal Year. The fiscal year is January 1 through December 31 unless changed by Board resolution.

Section 2. Budget. The Board shall adopt an annual operating budget. Material unbudgeted obligations require Board approval.

Section 3. Accounts. Organization funds shall be held in accounts titled to the Organization at financial institutions selected by the Board. Personal accounts may not be used for Organization money.

Section 4. Authorized Signers. At least two unrelated officers shall be authorized on every depository account, ordinarily the President and Treasurer, with the Vice President as an alternate. No signer may approve a payment to themselves.

Section 5. Spending Approval. A payment or commitment within an approved budget and not exceeding \$250 may be authorized by the President or Treasurer and reported at the next Board meeting. A payment or commitment exceeding \$250, or any unbudgeted expenditure, requires prior Board approval, except a documented emergency expenditure reasonably necessary to protect health, safety, property, or continued operations. Emergency expenditures shall be reported within forty-eight hours and presented for ratification at the next meeting.

Section 6. Payment Records. Every disbursement must have a receipt, invoice, contract, reimbursement form, or other written support. Cash withdrawals are discouraged and require two-person approval and written reconciliation. Blank checks and pre-signed checks are prohibited.

Section 7. Cash Handling. Two adults should count event, concession, raffle, and fundraiser proceeds together and sign a count sheet. Funds shall be deposited promptly and intact. Expenses should not be paid from undeposited cash unless a Board-approved procedure requires it and the transaction is fully documented.

Section 8. Financial Review. At least annually, two disinterested persons appointed by the Board shall review bank statements, reconciliations, receipts, deposits, major contracts, payment approvals, and the year-end report. A person who handled the reviewed transactions may assist but may not be the sole reviewer.

Section 9. Restricted Funds. Donor-restricted and grant-restricted funds shall be used only for their stated lawful purpose. Team-specific funds remain Organization property and may not be distributed to individuals except for approved program expenses or needs-based assistance under a written policy.

Section 10. Property. Uniforms, equipment, records, credentials, accounts, intellectual property, and other assets acquired for the program belong to the Organization unless a written agreement states otherwise. Custodians shall return property on demand or at the end of service.

Section 11. Contracts. Only a person authorized by Board resolution may bind the Organization. Contracts must be in the Organization's name and retained with official records.

ARTICLE XII Conflicts of Interest and Ethics

Section 1. Duty. Directors and officers owe duties of care, loyalty, obedience, and good faith to the Organization and shall act in its best interest rather than for personal advantage.

Section 2. Disclosure. A person with an actual, potential, or perceived financial, family, employment, coaching, team, or personal conflict shall disclose the material facts before discussion or action.

Section 3. Recusal. The conflicted person shall leave the deliberation and vote unless disinterested directors request factual information. The minutes shall record the disclosure and recusal.

Section 4. Related-Party Transactions. A related-party transaction may be approved only by disinterested directors after reasonable comparison or inquiry and a documented finding that it is fair, reasonable, and in the Organization's best interest.

Section 5. Gifts and Opportunities. No director, officer, coach, or volunteer may accept a gift, commission, rebate, or opportunity that could improperly influence an Organization decision. Nominal tokens of appreciation may be accepted when lawful and not tied to a decision.

Section 6. Annual Disclosure. Voting directors shall complete an annual conflict-of-interest disclosure and update it when circumstances change.

ARTICLE XIII Records, Privacy, and Communications

Section 1. Required Records. The Organization shall maintain minutes, financial statements, bank records, tax and regulatory filings, contracts, insurance records, participant and volunteer records, property inventories, governing documents, policies, and other records required by law or GTYFC.

Section 2. Retention. The Board shall adopt a records-retention schedule. Governing documents, minutes, major resolutions, tax-exemption determinations, and annual tax filings shall be retained permanently. Records subject to an investigation, claim, audit, or legal hold shall not be destroyed.

Section 3. Inspection. Directors may inspect Organization records reasonably related to their duties, subject to privacy, privilege, conflicts, and secure handling. Public or participant access shall be provided when required by law or Board policy.

Section 4. Privacy. Birth certificates, school records, medical information, background screening, contact information, financial assistance records, and credentials shall be collected only as needed, stored securely, and disclosed only to authorized persons or as required by law or GTYFC.

Section 5. Official Communications. The Board shall designate official email, social media, website, messaging, and payment accounts. Access credentials are Organization property and shall be maintained with secure recovery access controlled by at least two authorized officers.

Section 6. Public Statements. The President or a Board-authorized designee speaks for the Organization. This does not prevent individuals from speaking personally, but they may not falsely imply Board authorization or disclose confidential information.

ARTICLE XIV Insurance, Indemnification, and Liability

Section 1. Insurance. The Organization shall maintain insurance required by GTYFC and any additional coverage the Board finds reasonably necessary, subject to availability and cost. Participants and volunteers must satisfy all conditions of coverage.

Section 2. Indemnification. To the fullest extent permitted by Texas law, the Organization may indemnify a current or former director, officer, committee member, coach, or volunteer for expenses and liabilities incurred because of authorized service performed in good faith and reasonably believed to be in the Organization's best interest. Indemnification does not apply to willful misconduct, fraud, knowing violation of law, improper personal benefit, or conduct excluded by law or insurance.

Section 3. Reliance. Directors may rely in good faith on information and advice from officers, committees, accountants, attorneys, medical professionals, insurers, and other persons reasonably believed to be competent.

ARTICLE XV Nondiscrimination and Accessibility

Section 1. Nondiscrimination. The Organization shall not unlawfully discriminate in its programs, leadership, volunteering, contracting, or services.

Section 2. Reasonable Accommodation. The Organization will consider reasonable accommodation requests for participants and volunteers consistent with safety, the essential nature of the program, available resources, facility limits, and GTYFC competition requirements.

Section 3. Complaints. Nondiscrimination and accommodation concerns shall be handled promptly, respectfully, and without retaliation.

ARTICLE XVI Amendments and Policies

Section 1. Amendment Authority. The Board has exclusive authority to amend these Bylaws, subject to the certificate of formation, law, and GTYFC requirements.

Section 2. Notice. A proposed amendment must be delivered in writing to every voting director at least fifteen days before the meeting at which it will be considered.

Section 3. Vote. An amendment requires approval by two-thirds of the filled voting director positions at a meeting with quorum. The minutes shall include the amendment or attach the approved text.

Section 4. Emergency Amendment. An amendment may be adopted with at least forty-eight hours' notice by a three-fourths vote of the filled voting director positions when immediate action is necessary for law, participant safety, insurance, GTYFC compliance, or continued operations. The minutes must state the emergency basis.

Section 5. Policies. The Board may adopt and revise policies consistent with these Bylaws, including registration, refunds, financial assistance, conduct, discipline, safety, travel, social media, purchasing, cash handling, records, and volunteer selection. Policies may not override these Bylaws.

ARTICLE XVII Dissolution

Section 1. Approval. Dissolution requires approval by three-fourths of the filled voting director positions and compliance with applicable law, the certificate of formation, contracts, and GTYFC obligations.

Section 2. Distribution of Assets. After payment or provision for liabilities, remaining assets shall be distributed for one or more exempt purposes within Section 501(c)(3) of the Internal Revenue Code, or to the federal government or a state or local government for a public purpose. No remaining assets may be distributed to directors, officers, participants, or families.

ARTICLE XVIII Adoption and Transitional Provisions

Section 1. Effective Date. These Bylaws were adopted and became effective January 1, 2026, and supersede all earlier bylaws and governance rules of the Organization to the extent inconsistent.

Section 2. Current Terms. Directors serving on the adoption date shall continue through the end of their current terms unless the adoption resolution states otherwise.

Section 3. Severability. If a provision is held invalid or unenforceable, the remaining provisions remain effective. The Board shall replace the affected provision with a lawful provision that most closely carries out its purpose.

Section 4. Construction. Headings are for convenience. Singular includes plural when appropriate. "Written" and "in writing" include verifiable electronic communication. "Days" means calendar days unless otherwise stated.

Certificate of Adoption

The undersigned certify that the foregoing Bylaws were adopted by the Board of Directors of Silsbee-Kountze Elite Youth Football & Cheer at a properly noticed meeting with quorum on the date shown below and that they remain in effect unless later amended according to their terms.

President signature

Date

Secretary signature

Date

Board Adoption Checklist

- ☐ Confirm the Organization's legal name and whether it is incorporated or operates as an unincorporated nonprofit association.
- ☐ Confirm the Board positions, voting status of Elders, one-year terms, and December election process.
- ☐ Confirm the \$250 spending threshold and authorized bank signers.
- ☐ Approve or update companion policies for refunds, financial assistance, volunteer screening, youth protection, conduct, discipline, cash handling, records retention, and social media.
- ☐ Compare the final text with the Organization's certificate of formation, tax-exemption documents, insurance conditions, facility agreements, and the latest GTYFC rules before adoption.
- ☐ Record the motion, vote, adoption date, and effective date in the Board minutes and keep the signed original with permanent records.

Source and Legal Reference Note

This draft was adapted from the GTYFC Bylaws revised July 22, 2026, as published at www.gtyfc.com, and organized to function as the local association bylaws required by GTYFC Article IV. It also reflects general governance concepts in Chapter 22 of the Texas Business Organizations Code. It is a governance draft, not legal or tax advice. The Board should have Texas counsel or a qualified nonprofit professional review it before adoption, especially if the Organization has an existing certificate of formation or federal tax-exemption determination.