

**BYLAWS**  
**OF THE**  
**FAIRFAX VOLLEYBALL CLUB**



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## **ORGANIZATION**

**NAME** The organization shall be referred to as “Fairfax Volleyball Club” (FVC). The official name for contracting and other purposes will be Fairfax Volleyball Club, Incorporated.

## **PURPOSE**

**PURPOSE** The main function of FVC is the promotion of the sport of volleyball in Northern Virginia. The primary means by which this is to be accomplished is through the administration of leagues in Fairfax County and in surrounding area facilities. League administration will include the following principal tasks.

- A. Procure facilities – Typically granted through cooperative efforts with the Fairfax County Recreation Department as well as private facilities.
- B. Formalize playing schedules in these facilities for a variety of skill levels and play types.
- C. Adopt and modify rules of the game to best suit the recreational constituency.
- D. Procure contracted officials for these leagues.
- E. Arbitrate any dispute arising from these leagues.

In addition to league administration, FVC will administer other activities, such as outdoor tournaments, open play, and clinics.

## MEMBERS

FVC defines a member as follows:

- 1. General Member:** Any individual that participates as a player in any league, tournament or event will be considered a Member.
- 2. Council Member:** Any individual serving on the FVC Council will be considered a Member.

## COUNCIL

FVC will be governed by a Council of at least nine (9) elected positions. Four (4) of these positions will comprise the Executive Council. The remaining positions will be referred to as the General Council. These positions will be collectively referred to as the Fairfax Volleyball Club Council (Council). All elected FVC Council positions serve two year terms.

The General Council will consist of the following positions:

- 1. DIRECTOR OF YOUTH PROGRAM:** Responsible for the development and promotion of various programs intended to increase volleyball interest and participation among the youth of high school age and younger. Perform duties as agreed upon by the Council as a whole.
- 2. DIRECTOR OF MEN'S LEAGUES:** Responsible for acting as a liaison between the Council and members in these leagues. Perform duties as agreed upon by the Council as a whole.
- 3. DIRECTOR OF WOMEN'S LEAGUES:** Responsible for acting as a liaison between the Council and members in these leagues. Perform duties as agreed upon by the Council as a whole.
- 4. DIRECTOR OF CO-ED LEAGUES:** Responsible for acting as a liaison between the Council and members in these leagues. Perform duties as agreed upon by the Council as a whole.
- 5. MEMBER AT LARGE:** Responsible for acting as a liaison between the Council and all FVC members. Perform duties as agreed upon by the Council as a whole. More than one at-large position is allowed to exist.
- 6. ADMINISTRATOR:** Non elected position that oversees the day to day activities of the leagues and other volleyball functions that the organization provides. Perform duties as agreed upon by the Council as a whole. This is a non-voting Council position.

The Executive Council will consist of the following positions:

1. **PRESIDENT** - Oversees and directs all Council functions. Chairs quarterly Council meetings and prepares meeting agenda for preview by Council Members. Has the authority to allocate funds as authorized by the Council.
2. **VICE-PRESIDENT** - Assists the President in all duties. Accepts nominations for all Council positions. Serves as Elections Chair. Chairs Council meetings if President is not available. Other duties as assigned by the Council.
3. **SECRETARY** - Records minutes for all Council meetings, including action items. Sends minutes to all Council members in a timely fashion. Follows up on all action items as documented in the minutes.
4. **TREASURER** - Responsible for maintaining accurate accounting of all FVC funds. Has the authority to allocate funds as authorized by the Council. Responsible for providing an annual report of FVC financial status to the Council. Responsible for all FVC tax filings.

## **MEETINGS**

**COUNCIL MEETING** - The Council will meet at least four times per year. A special meeting may be called to address any time sensitive or critical issues. Additional time sensitive issues may be voted on via email. There will be no secret ballots. All votes cast will be available to all voting Council members in attendance.

**GENERAL MEMBER MEETING** – A general member meeting will take place once a year. Notification will be sent to FVC members at least 45 days prior to the meeting date.

## **ELECTION OF COUNCIL MEMBERS**

Eligibility for Council positions requires a demonstrated commitment to FVC.

Solicitation for nominations of open Council positions will be sent to FVC members at least 45 days prior to the General Member Meeting. Nominations are limited to FVC members and must be received 30 days prior to the General Member Meeting. A list of candidates will be distributed to FVC members at least 15 days prior to the General Member Meeting.

Candidates will run for non-specific Council positions. Members vote for candidates at the General Member Meeting. Open Council positions are filled by candidates receiving the most votes. Specific positions will be assigned by the Council once candidates are elected.

The Council is empowered to fill a Council position vacated mid-term for the remainder of that term. No more than half plus one of Council positions may be open for election in a given year.

Eligibility for Executive Council positions requires at least two years of current service on the Council. Two and only two Executive Council positions will be appointed by the Council in a given year.

## **AMENDMENTS TO THE BYLAWS**

Discussion of proposed bylaw amendments will take place at a Council meeting. Proposed amendments must be presented to the Secretary at least 30 days prior to a scheduled Council meeting. The proposed amendments will then be formalized and distributed by the Secretary to the Council for review at least 15 days prior to the scheduled Council meeting.

The prepared amendment document will include the author's name and contact information so that any questions or problems might be addressed. The author must present the proposed amendment to the Council at the meeting.

Any amendment that is voted on and passed by a two-thirds majority of the Council will be incorporated into these bylaws, with a clear record of the amendment date and a roster of Council members voting on the amendment.