

Purpose

The purpose of these BYLAWS is to provide rules and regulatory measures in a source document to which club members (including dues paying supporters), may refer to for assistance in the area of administration of the club and fixing responsibilities of Club Officers, Members and supporters.

THE BYLAWS OF THE COLUMBUS/FORT BENNING RUGBY FOOTBALL CLUB

*Ratified June 22, 1989
Amended 12/6/90
Amended 6/6/17
Amended 1/28/2023*

ARTICLE 1

SECTION 1

NAME: The club is and shall be called "The Columbus/Fort Benning Rugby Football Club" hereinafter called "The Club") and shall have its headquarters in Columbus, Georgia.

SECTION 2

COLORS: The colors of the Club are to be black base with white and infantry blue trim.

ARTICLE II

OBJECTIVES: The objectives of The Club are:

- The promotion, encouragement and extension of Rugby Football in the tri-community area of Columbus, Phenix City and Fort Benning;
- To arrange training, matches, tournaments and social functions;
- To assist current members to play and enjoy the sport of Rugby Football and to enable current Club supporters and the local populace to observe matches and attend Club social functions; and
- To provide education and to promote the game of Rugby Football to any organization upon request.

ARTICLE III

SECTION I

INCOME: The Club's income shall be obtained from subscriptions from Club members, sponsored subscriptions, other subscriptions and investments in Club fundraising ventures. The amount of dues to be collected each season from the membership shall be determined by the Executive Committee (as set forth in Article IV, Section 1) based on operating requirements. Dues shall be payable prior to the first game of each season. An alternate payment plan, whether

through installments, “sweat equity”, or a combination thereof, is acceptable when approved by the Executive Committee. In the event there is a deficiency of funds, all members become jointly liable for the deficiency. There may be differing amounts of membership dues based on the type of membership and length of time a member is able to remain a member.

SECTION 2

UNION MEMBERSHIP: The Club is in current membership with the Georgia Rugby Union (GRU), which in turn, is in membership with USA Rugby, the national governing body of rugby union in the United States.

SECTION 3

MEMBERSHIP: Club membership shall be open to all interested persons. There will be two classes of membership: Full members and Social members. All playing members and coaches are required to remain current in the USA Rugby CIPP program. Only persons over the age of 17 years may become playing members of the club. Players less than 18 years must have written consent from a parent or guardian, and a waiver approved by USA Rugby. All other members of the club must be 18 years old or better. Each club member shall be furnished a copy of, or access to, these bylaws upon request.

SECTION 4

ANNUAL GENERAL MEETING: A meeting of the general club membership shall be held annually in the summer after the conclusion of the Spring season. At the annual general meeting the CLUB shall conduct matters relating to any Club business, both old and new. Other such meetings of the general membership may be called from time to time to deal with Club business, however, no such meetings shall replace the annual general meeting. A majority of members in good standing must be present in order for a quorum to exist. Proxy votes are allowed for all members in good standing, they must be in writing, and they do not count towards a quorum. No member may be in position of any more than three (3) proxy votes.

SECTION 5

DISSOLUTION: In the event it becomes necessary to dissolve the Club or to end its affairs, the net assets of the Club, after discharging or making provisions for its liabilities, shall be distributed to a charitable organization.

SECTION 6

INSURANCE: In the event the Columbus/Ft. Benning Rugby Football Club carries no insurance; members may become personally liable for the activities of the club. The commander of Ft. Benning may determine that the club shall carry insurance as a precondition for approval to operate on Ft. Benning. This may be permanent insurance, or insurance, purchased for a limited period of time or for a specific event.

ARTICLE IV

SECTION 1

EXECUTIVE COMMITTEE: All regular business and affairs of the Club shall be managed by an Executive Committee, composed of, and listed in their order of succession, the President, Vice-President, Secretary, Treasurer, At-Large Member and other Club member(s) as may be designated by the President.

SECTION 2

EXECUTIVE COMMITTEE MEETINGS: The Executive Committee shall meet, as a minimum, monthly, on the day as may be designated by the President. A minimum of two thirds of the Executive Committee shall form a quorum.

SECTION 3

OTHER OFFICERS: In addition to the Executive Committee, the Club will elect, as needed, persons to fill other officer positions considered necessary to the successful operation of the Club such as Captain, Vice Captain, Social Chairman, Coach, Trainers, Grounds Keeper, Publicity Chairman and Tournament Chairman.

SECTION 4

SELECTION CRITERIA: Club officers must be a current club member, in good standing, and be able to fulfill their obligations during their term of office.

SECTION 5

TERM OF OFFICE: The term of office shall be for one year, and shall commence at the conclusion of the Annual General Meeting at which they were elected and installed, and shall end at the conclusion of the following Annual General Meeting.

SECTION 6

OFFICER VACANCIES: When the positions framed in the preceding sections cannot be filled, for any reason, it is the responsibility of the President and the remaining Club officers to absorb the duties of the vacated or unfilled positions amongst themselves for the season, or until a member is appointed to fill these duties by the President and existing club officers in a special election.

SECTION 7

REPLACEMENT: In cases where club officers cannot complete their term, for any reason, they shall inform the President, in writing, and he shall appoint another club member or officer to fill the vacancy, pending a special election. Those officers unable to complete their term, or who are unable to perform their duties, may be removed from their position at their own request with the consent of the President. Club officers who fail to satisfactorily perform their responsibilities shall be suspended and temporarily replaced by the President, until they are formally impeached at a special general membership meeting.

SECTION 8

ELECTIONS: Election of the Executive Committee shall be conducted during the Annual General Membership Meeting. Elections of other officers may be conducted at any general membership meeting. A simple majority vote is required to elect an officer. Nominations can be made by any regular member of the Club, providing he is in good standing with the Club, and providing the nominee meets selection criteria as framed in ARTICLE IV, Section 4. Prior to any such election, the Treasurer shall notify the President, in writing, of any member in attendance who is not in good standing with the Club, and therefore ineligible to vote.

ARTICLE V

SECTION 1

RESPONSIBILITIES: The purpose of delineating the responsibilities of the Club officers is to ensure adequate administration and regulation of the Club in order to guarantee that the sport of Rugby is enjoyed by all club members as framed by these BYLAWS and to provide for the continuance of the sport in the tri-community area. It is the responsibility of the outgoing club officers to thoroughly brief their incoming counterparts as soon as possible after their election concerning the methods and means of accomplishing their responsibilities. Historical information, files and supplies relative to the office should be passed on. Club officers are responsible for the execution of their duties as framed in the following sections.

SECTION 2

THE PRESIDENT: Has the overall responsibility for the administration of the club and serves as the Chairman of the Executive Committee. Represents the club as its official liaison with the GRU or other unions, as well as with clubs within the GRU or other unions. Has the joint responsibility of securing sponsorship for the club. Represents the club with its sponsors) and other organizations. Maintains the joint responsibility of the promotion of the game within the local area. Maintains the joint responsibility for recruitment of players and supporters.

SECTION 3

VICE PRESIDENT: Assumes the duties and powers of the President in the absence of the President. Is responsible for the maintenance of the Club Property Register. Is to act as the club historian. Has the joint responsibility of the promotion of the game within the local area. Maintains the joint responsibility for the recruitment of players and supporters.

SECTION 4

SECRETARY: Is responsible for the recording and maintenance of the minutes of all club and executive committee meetings. Is responsible for the maintenance and record of all club correspondence. Is responsible for the preparation and maintenance of a club "callup" and address roster. Is responsible for the preparation and production of the club newsletter. Has the joint responsibility for the promotion of the game within the local area. Maintains the joint responsibility for the recruitment of players and supporter. Is responsible for arranging a proposed schedule and submitting the proposed schedule to the Executive Committee one month prior to the completion of the current season. Confirms all dates, times and locations for all

matches. Provides precise information to all guest teams and referees and to all club members for away matches and confirms all officials for all home matches.

SECTION 5

TREASURER: Plans, controls and accounts for all funds related to the functioning of the club. Is responsible for the billing and collecting of all membership dues, subscriptions and other monies collected. Maintains an up-to-date account of club members who are in good standing and eligible to be selected for match play. Notifies the President and/or the Executive Committee of persons who are not in good standing. Controls and accounts for all funds related to the functioning of a tournament, in coordination with the Tournament Chairman. Controls and accounts for all funds related to the functioning of special projects. Determines the amount of non-member dues to be collected at club functions. Appoints, along with the President, other club officers who are able to co-sign checks Is responsible for the maintenance and accounting of all funds and shall prepare a report of income and expenditures for posting at each general membership meeting and maintaining a permanent record of said report.

SECTION 6

AT-LARGE MEMBER: Provide support to the Executive Committee and to act as an intermediary party between the Executive Committee and the membership.

ARTICLE VI

AMENDMENT OF THE BYLAWS: Each BYLAW shall stand as it is written until it is amended by a simple majority vote at any general membership meeting. All proposed amendments are to be submitted in writing thirty (30) days prior to the next scheduled general membership meeting.

ARTICLE VII

DUTIES AND RESPONSIBILITIES OF ELECTED AND APPOINTED OFFICERS:

7.1 COACH

- Plans and executes all training
- Serves as a team selector
- Announces the selection prior to the club's departure from the training site or at the tavern immediately following training.
- Formulates the team's strategy for the match
- Appointed by the Executive Committee

7.2 CAPTAIN

- Selector until there are enough qualified, non-playing or retired players available.
- The only voice of the team while on the pitch
- Takes the coin toss with the referee and the opposition captain
- Makes any and all necessary coordination with the referee prior to the start of the
- test

- Makes all tactical decisions during the play of the game
- In charge of training in the coach's absence
- Ensures the selections are posted
- Attends all Executive Committee meetings
- Elected LAW Club BYLAWS

7.3 VICE CAPTAIN

- Leads the team and performs all the duties and responsibilities of the team captain in his absence
- Must be capable of taking charge in absence of the coach
- Warms up the team prior to the match
- Ensures match fees are collected and delivered to the treasurer
- Elected IAW Club BYLAWS

7.4 GROUNDS KEEPER

- Prepares the field prior to the match
- Delegates assistants weekly to assist him/her
- Appointed by the club President

7.5 KIT MANAGER

- Responsible for the maintenance and upkeep of the team strip
- Guarantees the strips arrive to the fixture in a timely manner
- Is reimbursed by the club for laundry and repairs to the strip
- Appointed by the club President

7.6 SECRETARY

- Arranges a proposed schedule, submits it to the Executive Committee as per the current BYLAWS
- Cancels no fixture on his/her own authority
- Elected LAW Club BYLAWS
- Provides a sufficient map to all away fixtures regardless of how many times we have traveled there.
- Provides the same location information maps for teams traveling here
- Ensures there are adequate copies of the fixture map so no one individual has to share
- Keeps the maps on file so he/she does not have to keep making new maps each time we travel

7.7 SOCIAL CHAIRMAN

- Coordinates location of any and all club social activities
- Coordinates for and ensures refreshments are provided after the match
- Generates some entertainment (Singing) at the post game party
- Ensures the opposition knows the location of the post match party and if necessary provides a map for them
- Coordinates with the Executive Committee, particularly the Treasurer in order to adequately finance the above
- Appointed by Executive Committee

7.8 TOURNAMENT CHAIRMAN

- Plans, organizes and conducts the tournament(s) of the club
- Totally responsible for the conduct of the tournament
- Empowered to delegate his/her authority to facilitate the tournaments outcome
- Coordinates closely with the Secretary, Grounds Keeper, Social Chairman, the Executive Committee and most especially the Treasurer
- Appointed by the club President as his representative. If the club sponsors more than one tournament, separate tournament chairmen may be appointed for each.

(Note: Military Tournaments will require military members to chair them for liaison purposes.)

ARTICLE VIII

SELECTION

8.1 SELECTION RULES

- The coach is ultimately responsible for selection, with input from the Captain and Executive Committee. Members in good standing with the club, and who maintain good attendance at club events (practices, socials, field prep, etc) will take priority over those who do not. The intent is to reward members who show commitment to the club.