



Carolina Polocrosse Club Bylaws

Amended 01/18/2026

Article I. Name and Colors

The club formed under these bylaws shall be known as “Carolina Polocrosse Club” hereinafter referred to as “CPC”.

Primary Colors: Kelly green and white

Secondary Colors: Carolina blue and white.

Article II. Purpose

The purpose of CPC is to promote the sport of polocrosse, arrange practices, clinics, competitions, and social functions, and to abide by all rules and regulations of the American Polocrosse Association (APA). CPC is a non-profit organization.

Article III. Offices

The business office and registered office of CPC is the same address as the Treasurer.

Article IV. Membership

Membership year follows the calendar year. Members joining in November or December will be extended through the following year at no extra cost.

Members in Good Standing:

- No outstanding dues or liabilities.
- All waivers signed.
- No active APA suspensions or CPC disciplinary actions.
- Eligible for voting, holding office, and participating fully in club activities.

Day Members:

- Non-voting.
- Cannot hold office.
- No priority for team selection.
- Insurance coverage applies only to the specific day.

Member Code of Conduct

Members must prioritize horse welfare, respect laws and property, display sportsmanlike behavior, follow CPC/APA rules, and follow the APA Alcohol Policy.

Membership Categories

Individual: single voting membership for people age 18 and over.

Family: includes all members of the household under the age of 18. Those 18 and over may vote.

Junior: Single voting membership for people under age 18.

Supporting member: voting membership, non-riders only.

Guest Day: a non-voting membership valid for one day only.

Article V. Dues

Dues are proposed by the Board and approved by majority vote at the Annual Meeting.

Article VI. Notifications

Notifications may be made via email, text, Facebook, or phone. Email is considered delivered unless returned undeliverable.

Article VIII. Meetings

The only required meeting shall be an annual meeting held within 30-60 days of the start of the membership year. The President shall call the annual meeting, with notices sent to the membership no less than 30 days prior to the meeting. Other general business meetings may be held as needed with two weeks notice to the membership. These may occur in person or via phone or email. A quorum is required.

Article VIII. Officers

Elected officers: President, Vice President, Secretary, Treasurer, Club Coach, Field Manager and 2 Selectors. Members may hold only one office at a time. Terms are two years.

Selectors are non-voting except in team selection.

Proxy voting allowed with written authorization.

Quorums:

- General: 25%
- Board: 51%
- Committees: 51%

Voting will be at the annual meeting. Each member over the age of 18 shall have one vote. Voting may be by ballot or show of hands. Proxy voting is allowed providing that the absent member submit a written declaration with their signature and name the specific person authorized to vote on their behalf in their absence.

Vacancies and removal of officers

Officers may resign their position at any time by giving written notice to the Board. The remaining Board members shall appoint a replacement within 30 days of notification of a vacancy.

The board may remove any officer for misconduct, significant rule violation or failure to fulfill duties by a $\frac{2}{3}$ vote.

Article IX. Duties of Officers

President:

- Shall be the chief executive officer of the club.
- Shall have general and active management of the business of the club.
- Shall see that all action approved by a quorum is carried out.
- Presides over all meetings and is an ex-officio member of all committees.
- Is club liaison with APA and works with the Eastern Zone Representative.
- Provides leadership and direction to the club.
- Arranges date and location of annual meeting.

Vice-President:

- Attends all general meetings and committee meetings.
- Fulfills President's duties in the absence of President.
- Shall serve on all fund-raising and tournament committees.

Secretary:

- Shall record minutes at all meetings, and maintain permanent record of such.
- Preserves all club records in permanent fashion in format suitable for distribution to the membership.
- Notifies members of meetings as needed.
- Assembles and prepares reports for the annual general meeting.
- Maintains current roster of members and distributes same to members as needed
- Performs all duties of correspondence as directed by the President.

Treasurer:

- Handles all financial transactions.
- Maintains financial records according to accounting standards. These records shall be subject to and available for review by the board at any time.
- Prepares financial statements at least quarterly.
- Prepares annual financial statement prior to annual meeting
- Prepares tax documents as needed.
- Handles all aspects related to financial record keeping of the club, including but not limited to accepting and distributing funds, maintenance of receipts, etc.
- Shall serve on all fundraising committees.

Club Coach:

- Arranges practices and notifies players of the same.
- Directs practices or delegates the same
- Works with the Field Manager regarding selection and maintenance of playing fields.
- Arranges guest coaches and special coaching clinics
- Chairs the team selection committee

Assistant Coaches:

- The Club Coach and two Assistant Coaches will act as the Selection Committee.
- Assistant Coaches will aid in running practices and help provide coaching at tournaments.
- APA and CPC regulations for team selection shall be followed at all times.

Field Manager:

- This member plays a key role in making sure practice and tournament grounds are safe and appropriate.
- Oversee turf/field conditions - ensure footing is safe, level and subtle for the horses.
- Coordinate mowing, dragging and marking practice fields and assist with tournament fields
- Coordinate volunteers and maintenance crews
- Liaise with the PHT manager and club coach about field availability if practices are held at this location
- Liaise with club coach about field availability, weather conditions and maintenance needs
- Maintain and Monitor inventory of field supplies and equipment (including but limited to tractors, etc)
- Work with tournament organizer to prepare the tournament facility
- Keep the board informed of any concerns for safety at practice and tournament facilities
- Manage field budget to be determined by the Board

Article X. Committees

Committees may be created or dissolved by Board vote.

Standing committees include: Publicity/Sponsorship, Tournament, Team Selection, Fundraising.

Article XI. Annual awards

The Board nominates and votes on awards four weeks prior to the Annual Meeting.

Ties decided by Club Coach.

Awards given only when appropriate.

Recipients must be current CPC members in good standing, except MVP supporter.

- Rookie Horse of the Year
- Veteran Horse of the Year
- Right Hand Man
- Winning Spirit Award for Sportsmanship
- Horse Management
- Love of the Game Award
- Rookie of the Year Award
- Most Valuable Player
- Most Valuable Supporter: Non-player, does not have to be a member
- Coach's Award: To be selected specifically by the club Coach and awarded by the Club coach

Article XII. General rules

CPC follows APA rules. Chief umpires should be external when possible. Joint Chief Umpires must be appointed when conflicts exist.

Article XIII. Membership play

All members in good standing are eligible to play. APA rules require riders in APA tournaments to be members of the APA. Therefore, members with dual APA/CPC membership will be the first players placed on teams for APA tournaments.

Article XIV. Execution of instruments

No officer shall have the authority to bind the club to any contract without express consent of the board.

Article XV. Dissolution of the club

The club may be dissolved by a majority vote at a meeting of the general membership. Upon dissolution, all assets shall be transferred to the American Polocrosse Association. Any and all funds available after assets have been dispersed and liabilities settled will be forwarded to the APA. In the event that liabilities exceed assets, the membership will be assessed an amount calculated to settle any liabilities.

Article XVI. Amendment of bylaws

These bylaws may be amended by the vote of a quorum of members at any general meeting, whether an annual meeting or a specifically called meeting provided proper notice is given to all members. Proposed amendments must be circulated to the membership at least 15 days prior to the vote.

Article XVII. Fiscal Year

The fiscal and membership year is January 1st to December 31st.

Certificate

I certify that I am the duly elected and acting president of the Carolinas Polocrosse Club, that the forgoing bylaws constitute a true and complete copy of the bylaws adopted on 01/18/2026 which are in force and in effect from this day forward until properly modified.

President: *Sarah Desai*

Date: __01/18/2026__