Western Ohio Jr. Football Conference
Constitution
(State of Ohio Incorporation #1299163)

Article I - Name

1.0 The name of this organization shall be the Western Ohio Junior Football Conference, which is incorporated as a non-profit organization under the laws of the State of Ohio. Hereinafter, the Western Ohio Junior Football Conference shall be referred to as the WOJFC. The location of the WOJFC shall be a PO Box or other appropriate mail drop as agreed to by the Board.

Article II - Organization and Purpose

2.0 The WOJFC is organized exclusively for charitable and athletic educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

2.1 The purposes of the WOJFC are: to provide a common affiliation of Pee Wee (Youth) Football organizations and teams in the WOJFC; foster and promote safety, welfare, growth, sportsmanship, fair play, and good citizenship among its participants; provide a uniform code of ethics and playing rules for all clubs and their members to follow; encourage and promote the growth of and participation in Pee Wee and/or Youth Football programs; administer to the common requirements of the member organizations and teams; provide a meaningful, memorable, and rewarding experience for the children who participate under the auspices of the WOJFC.

Article III - Membership

3.0 The membership of the WOJFC shall review all applications submitted by any youth football programs in the greater Miami Valley area. Only one (1) organization from each public high school district shall be recognized; however, multiple teams may be entered in conference play by one (1) organization (in these cases the sponsoring organizations will have only one (1) Trustee for their organization, even with multiple teams at a particular grade level). Organizations desiring boundaries other than that of the public school district they represent may apply for a waiver to this rule. Specific boundaries must be approved by the Board of Trustees. Waivers to this rule, once granted are indefinitely approved without need for annual renewal until overturned by a vote of the Board of Trustees.

3.1 New Membership

3.1.1 An organization must petition for membership in writing with one (1) year's dues and a one-time initiation fee of $200.00 prior to the regularly scheduled February meeting of that playing year. Membership in the WOJFC shall be made available to any and all youth football programs currently not listed as part of the WOJFC, by participation in and the successful completion of the requirements of the application process, and receiving an affirmative vote of two-thirds (2/3) of the entire Board membership no later than the next scheduled conference meeting. Voting shall be by secret ballot.

3.1.1.1 A new organization is considered on Probation for a period of one year following acceptance by a two-thirds majority vote of the membership. At the end of the probationary period, the Board must vote on the status of the organization. They may vote to grant the organization full active membership, extend the probationary period, or deny membership. Transfer from Probation to full active membership requires a two-thirds majority vote. This vote shall occur no later than the regularly scheduled February meeting.

3.1.1.2 Successful completion of the application process for new members must include, at a minimum, the following:

a. Practice and playing (game) fields that must be approved by the WOJFC.
b. The playing (game) field must comply with OHSAA rules.
c. A clock and/or scoreboard that must be visible from farthest point on the playing field.
d. A concession booth that will provide water and ice to all teams on game day at no charge to the teams. Ice will be available for injuries only.
e. Adequate restroom facilities must be provided

3.1.1.3 The conference shall reserve final approval of any program's admission to the WOJFC until such time that its program operation and physical facilities are inspected by designated conference members or Executive Board members, and determined to be in compliance with the rules and standards set forth by the WOJFC. The inspection must take place two (2) weeks prior to the first day of practice.

3.2 Non-Voting Members

3.2.1 The Head Official of the WOJFC shall be recognized as a non-voting member of the Board.

3.3 Conference Composition

3.3.1 The minimum number of tackle teams in each grade level shall be twelve (12). If the membership should fall below these accepted levels, the Board of Trustees shall vote to disband the Conference or to add additional teams, even if this occurs after the February deadline for new membership.

3.4 Membership Revocation and/or Disciplinary Actions

3.4.1 Any football club or club member within the W.O.J.F.C organization can be subjected to (but not limited to) fines, probation, suspension, or expulsion from the membership of the W.O.J.F.C. for actions or inactions deemed misappropriate or detrimental to the Western Ohio Junior Football Conference or its members as determined by a ruling of the Board of Trustees. Such rulings shall require a vote equal to two-thirds (2/3) majority of the current Board membership.

3.4.2 The WOJFC reserves the right to enact any of the aforementioned disciplinary actions (but is not limited to said actions) against a member organization, a specific team, or any individual.

3.4.3 Any member organization (or organization member) on or under any disciplinary action must have their status revisited at the conclusion of the period of their disciplinary action and a vote taken to either close the action or modify the action as deemed appropriate by the Board of Directors. Any such modification shall require a vote equal to two-thirds (2/3) majority of the current Board membership.

3.4.4 Once a League Rep and alternate are established for the year by the club, said Rep Or Alternate can only be removed, suspended, or otherwise disciplined by the WOJFC Board of Trustees during said calendar year.
Any actions, by their club, towards Reps that could be deemed retaliatory in nature, for their performance of league duties, will not be tolerated.
Failure to adhere to this policy could result in possible sanctions against the offending club. Such sanctions would be determined by the WOJFC Board of Trustees.

3.4.5 A club that impedes rules or rulings by the WOJFC shall have their entire schedule immediately Suspended pending a review/investigation by the WOJFC Executive Board and Board of Trustees

3.4.6 Any indication of communication to an Attorney for the purpose of a lawsuit, or any threat of a lawsuit by any individual, will cause the WOJFC to cease all contact between the WOJFC and said individual. Any correspondence will be done between said individuals Attorney and the WOJFC and/or respective club attorney.

Article IV - Government

4.0 The WOJFC shall be governed by the Board of Trustees composed of elected officials and appointed team representatives. The Board of Trustees shall consist of one voting member from each member organization who is a representative of that organization and the elected officials specified in paragraph 4.1. If a member organization has a member of the Executive Board, then they must appoint a separate member to represent them at the meetings.

4.1 Officers of the WOJFC

4.1.1 The executive board shall consist of the Chairman, Co-Chairman, Treasurer, Secretary, Sergeant-at-Arms, Competition Director, and Communications Officer.

4.1.2 Each of the officers shall be elected for one-year terms.

4.1.3 Duties of the Officers of the WOJFC

4.1.3.1 Chairman. This individual is the Chief Executive Officer; he/she shall preside at all meetings and shall have the authority to delegate authority to other officers and individual committee members for carrying out the business of the WOJFC. He/she shall he responsible for carrying out the decisions of the WOJFC Board of Trustees. He/she shall also fulfill all other duties normally associated with this office. The new Chairman shall be installed immediately after Old Business is concluded, but before New Business of the December meeting. The Chairman may not serve as the voting representative for his/her member organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.2 Co-Chairman. The Co-Chairman shall assume the duties of the Chairman in his/her absence. He/she shall chair the Rules Committee (if appointed) which reviews WOJFC Constitution, By-Laws, and Playing Rules. He/she shall conduct the player weigh-in certification and recertification. The Co-Chairman may not serve as the voting representative for his/her member organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.3 Treasurer. The Treasurer shall collect and maintain custody of all funds and shall notify members who are delinquent in any payments. He/she shall keep all financial records and expenditures and shall file all necessary reports and make payments of any amounts due. He/she shall make authorized disbursements. He/she shall also prepare a monthly expense report for each member organization to be submitted at each regularly scheduled monthly meeting and shall also present the league check book and previous month's bank statement for review. All disbursements shall require the signatures of another executive board member and the Treasurer. Any expenditures exceeding $99.99 requires approval by the Board of Trustees. The Treasurer may not serve as the voting representative for his/her member organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.4 Secretary. The Secretary shall keep the minutes of all meetings. He/she shall be responsible for the WOJFC Constitution, By-Laws, and Playing Rules. A copy of the minutes of all meetings shall he provided to all members of the WOJFC within two (2) weeks of each meeting, or be disbursed at the next available conference meeting. He/she shall inform teams of scores and standings each week during the season. The Secretary may not serve as the voting representative for his/her member organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.5 Communications Officer. The Communications Officer shall be responsible for preparing and disbursing all communications dealing with any disciplinary actions between the WOJFC and individuals, teams, organizations and officials. He will provide copies to all parties involved and provide the Secretary copies for the official records of the league. He will be the liaison between the WOJFC and the League Officials and during the season, he will meet weekly with the Head Official to cover any issues that have arisen. The Communications Officer may not serve as the voting representative for his/her member organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.6 Sergeant-at-Arms. The Sergeant-at-Arms shall be responsible for maintaining order at all WOJFC events, managing guests at league meetings, and any other duties deemed necessary by the WOJFC. The Sergeant-at-Arms may not serve as the voting representative for his/her organization unless they are the only member present from their organization, in which case they can submit their organization's vote.

4.1.3.7 Competition Director. The Competition Director shall be responsible for coordinating with the Co-Chairman in regards to establishing the regular season schedule for all teams as well as Scheduling of the post season tournament. He/she shall be responsible for informing teams of Scores and standings each week during the season. He will keep and maintain control of all Minimum play sheets submitted by teams throughout the year. His duties will also include Any other duties deemed necessary by WOJFC. The Competition Director may not serve as the Voting representative for his/her member organization unless they are the only member present From their organization, in which case they can submit their organization's vote.

4.1.4 Rules of Succession of Unexpired Terms of Office

4.1.4.1 In the event an elected official cannot fulfill his/her term in office, the vacancy shall be filled by special election.

4.2 Rules Committee

4.2.1 The Rules Committee shall be optional, and formed at the annual discretion of the conference. This Committee shall review the Constitution, By-Laws, and Playing Rules of the WOJFC and all written requests the changes or additions from member organizations and give their recommendations at the February meeting of the WOJFC.

4.2.2 This committee shall be chaired by the Co-Chairman, if appointed, and shall consist of two (2) or more Board of Trustee members of the WOJFC.

4.3 Schedule Committee

4.3.1 The Schedule Committee shall prepare schedules for tackle, mini-tackle and bantam for distribution to the team representatives. The Preliminary schedule will be submitted for conference review not later than the July meeting. The Final schedule approval will require simple majority vote by the conference representatives not later than the scheduled August meeting.

4.3.2 The tournament schedule will be submitted for conference review and voting not later than the last meeting in August. The Conference shall have the authority to delay or postpone final approval of any possible tournament schedule until such time deemed appropriate by the conference to be fair and equitable in team pairings and site selection.

4.3.3 This committee shall be chaired by the WOJFC Co-Chairman, if appointed, and shall consist of the Secretary and at least two (2) members of the Board of Trustees.

4.4 Competition Committee

4.4.1 The Competition Committee shall be optional, and formed at the annual discretion of the conference. The Chairman of the Competition Committee shall be the Competiton Director. This committee shall review unsportsmanlike penalties, excessive score reports, and complaints about from officials. The Competition Committee shall recommend fines/warnings to the Board of Trustees and assist the Co-Chairman at recertifications.

4.5 In the absence of any of the above committees, the entire Board of trustees shall serve as members of said committee.

Article V - Earnings

5.0 No part of the net earnings of the WOJFC shall inure to the benefit of; or be distributed to its members, trustees, officers, or other private persons, except that the WOJFC shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Two hereof. Notwithstanding the above, no member of the WOJFC Board of Directors shall be paid for services for or to the WOJFC. No substantial part of the activities of the WOJFC shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the WOJFC shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of this Constitution, the WOJFC shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 50l(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Article VI - Dissolution

6.0 Upon the dissolution of the WOJFC, assets shall he distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.