



## **CONSTITUTION**

**SHAPING  
THE FUTURE  
TO:  
DEVELOP, PROMOTE,  
ADMINISTER.**

# CONSTITUTION



**CAROLINAS  
CRICKET  
ALLIANCE**



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## **Introduction**

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The objective of Carolina Cricket Alliance is to advance cricket and its prospects, both now and in the future, and to assist cricket in realizing its full potential for development. There needs to be a better understanding of and appreciation for the cricket environment and across its participants, as well as a better understanding of how, where, and why they can most effectively be improved of their participation, in order to enhance the prestige of cricket, improve the level of playing excellence, and foster the spirit of sportsmanship among all cricketers. to spread knowledge about the sport and to support cricket directions in all possible ways.

Here after the Carolina Cricket Alliance is referred as CCA in all of the organization documents.

## **Mission Statement**

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The CCA shall create opportunities for all persons to participate in the game of cricket and in social and charitable events irrespective of age, gender, disability, race, creed or ethnicity through the promotion and development of cricket.



## **Article I. TITLE**

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This combination of member clubs shall be called the Carolinas Cricket Alliance and hereinafter shall be referred to as the CCA. It shall consist of those member clubs as determined by the Board of Directors (BOD).

## **Article II. OBJECTIVES AND FUNCTIONS**

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### **Section 2.01 Objectives**

1. The promotion advancement and protection of the interests of cricket.
2. To ensure that all cricket matches organized within and by the CCA are conducted within the laws of cricket and all members uphold the traditions and spirit of the game.
3. Facilitate growth and the local and regional development of cricket including the promotion of Cricket as a demonstration sport in the public schools.
4. To engage in fostering the virtues of cricket and provide enrichment programs for At- Risk Youth.
5. To offer training and competitions to athletes at levels commensurate with their experience.
6. Coordinate, manage, control and regulate games at both a recreational and competitive level.
7. Liaise with regional, national and international bodies
8. To make all relevant decisions pertaining to the conduct of the game between and involving member clubs and to have binding authority as regards matters pertaining to the game between member clubs.
9. Carry out all its financial transactions to effectuate the purpose of the Organization.

### **Section 2.02 Governing Documents**

The Constitution and the By-Laws shall serve as the rules for how the Organization conducts its business.

### **Section 2.03 Compensation**

At all times herein relevant, no part of the net earnings of the Organization shall inure to the benefit of, or be distributable to, any of its members, trustees, directors, officers or other private persons, except that the Organization shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes.

## **Article III. MEMBERSHIP**

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### **Section 3.01 Classes of Membership**

Membership shall be open to any bona fide cricket club in the Carolinas that maintains a roster of at least 15 players and participates in CCA tournament(s), provided that the club does not have aims or agendas that conflict with the objectives of the Organization as defined in Article II. The Organization



shall not discriminate against anyone on the basis of race, color, national origin, religious affiliation or belief or otherwise.

### **Section 3.02 Admission**

Applicants shall be admitted to membership upon:

1. Written application,
2. Approval by the Board of Directors,
3. Payment of any fees or dues,
4. Signed copy of the Team Waiver form
5. Possession of the proper documents as the board of directors shall prescribe.

### **Section 3.03 Membership FEES & ASSESSMENTS**

A Cricket Club may become a member of the Organization by meeting all of the following requirements:

1. Filing a written application with the Executive Secretary by October 15, of each year.
2. Paying a non-refundable application fee of as listed in **Ref: FEE SCHEDULE document** of this Constitution.
3. Paying the initiation fee as listed in **Ref: FEE SCHEDULE document**.
4. Providing the membership details including names and addresses of the officers of the club to the Executive Secretary.
5. Recognizing and agreeing to abide by the Organization's Constitution and Bylaws.

### **Section 3.04 Guidelines for Membership Acceptance**

The Board of Directors and Executive Committee shall have the power to approve or reject an application for membership. In deciding whether to approve or reject an application for membership, the Committee shall consider but is not limited to the following factors:

1. Availability of grounds on a weekly basis.
2. The team's willingness to play the majority of its game on an away basis, if it does not have a home field.
3. Whether or not the team(s) acceptance will have an adverse effect on the format by which the Organization currently plays cricket games.
4. Whether or not the team(s) acceptance will enhance the quality of competition in the Organization.
5. Whether or not the team(s) acceptance will have an adverse impact on the stability of existing/established teams.
6. Whether or not the team(s) acceptance will have an adverse impact on the stability of the Organization.
7. Whether or not the team(s) acceptance will boost the image and stature of cricket in the





Carolinas area and the United States.

### **Section 3.05 Non-Liability of Members**

No member of this Association shall be personally liable for the debts, liabilities or obligations of the Association.

### **Section 3.06 Termination of Membership**

**BY Withdrawal/Resignation:** Any member club may withdraw/resign at any time upon the delivery of a written request to the President and Secretary of the organization. Fees are non-refundable

**Failure to Pay Fees, Assessments, And Fines:** The membership of any member shall automatically be terminated upon failure of payments of Fees Assessments or Fines within the specified time period.

**Reinstatement After Termination:** The Board of Directors may reinstate a terminated member on such terms, as they deem appropriate upon receipt of a written request addressed to the President or Secretary of the Association.

### **Section 3.07 Restrictions on Voting**

Upon admittance to the CCA, new members shall server a probationary period of 1 year. This will last until the end of the first season of the membership, which will coincide with the end of the season, Annual General Meeting. During this period, the new member shall not be entitled to vote, including regular and special meetings of the BOD. They shall be allowed to attend all meetings and voice opinions and concerns but shall not be involved in any of the voting processes.

After the probationary period has ended, new members shall assume all voting rights and privileges of existing members.

If an existing member does not send a Director/ Alternate Director or a representative from their club to a BOD Meeting, that member club shall have its voting privileges suspended for the remainder of the season. This suspension is not subject to appeal.

## **Article IV. GOVERNANCE**

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### **Section 4.01 Board of Directors**

The Directors of the Board shall determine overall policy, approve budgets and set guidelines, priorities, direct the mission of the Organization and to oversee its internal operations and acting through the executive committee manage the affairs of the CCA.

Governance of the Organization shall be vested in the Board of Directors hereinafter referred to as “the Board”.

## **Article V. BOARD OF DIRECTORS**

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### **Section 5.01 Functions of the Board**



The Directors shall supervise all officers, agents and employees of the association to assure that duties are properly performed. The Directors shall also have the responsibility to appoint remove, employ discharge and except as otherwise provided in these by-laws, prescribe the duties and fix the compensation, if any, of all officers, agents or employees of the Association.

1. Except, as otherwise provided in this constitution, all corporate powers shall be exercised by or under the authority of the Board of Directors.
2. The Board represents the interests of the CCA consistent with its Non-Profit Charter and the development of cricket in the CCA through sound policy, guidance and strategic direction.
3. The Board shall oversee the management of the CCA and its affairs, but does not manage its day-to-day operations.
4. The Board shall focus on long-term objectives and impacts, rather than on the day-to-day management of the CCA.
5. The Board shall empower the Executive Committee to manage the organization with effective oversight by the Directors and shall enable the Organization to effectively and successfully achieve its purpose.
6. The Board shall likewise review and approve, budgets, contracts, financial statements, audits and control policies.
7. Ensure that the CCA's commitments, resolutions, legal and regulatory compliance are satisfied.
8. The Board shall set policies and provide guidance to the Executive Committee on significant issues facing the corporation.
9. The Board of Directors shall monitor the CCA's compliance with applicable Federal, State and local laws and regulations.
10. The Board of Directors shall monitor the CCA's compliance with its Non-Profit Charter.
11. The Board shall be prepared to act in case of an unforeseen corporate crisis including: assuring the continuity of the organization, amending the Bylaws by a two-thirds majority vote, making emergency decisions when management cannot perform and stepping in when crisis endangers the programs or existence of the organization.
12. The Board shall act only as a group. Individual directors shall have no power except that which is expressed by a majority vote of the Board as a whole.
13. The Board shall be sensitive to the desirability of diversity at all levels of the CCA and shall develop norms that favor open discussion and the presentation of different points-of-view.
14. The Board shall be the final arbiter of judicial matters and shall have the authority to hear appeals and review the decisions of the other tribunals within the Organization to determine if there were any irregularities. Towards this end, the Board shall appoint a three (3) member appellate committee to adjudicate appeals from the various branches of the Organization
15. The Board shall have discretion to decide which cases to hear but is mandated to hear cases involving expulsion from the CCA and cases involving the interpretation of the Constitution and By-Laws.
16. The Board shall be the final interpreter of the Constitution and the By-Laws of the



Organization.

### **Section 5.02 Qualifications**

1. Each director of the Board must be a citizen or legal resident of the United States of America.
2. A director must have the highest personal and professional integrity and shall have demonstrated exceptional ability and judgment, and shall be effective, in conjunction with the other directors, in serving the long-term interests of the CCA.
3. Directors should have diverse experience in the key business, financial, and other challenges that face the CCA.
4. Directors should have the time available to attend meetings and to represent the Organization to its various constituencies.
5. Directors should be loyal to the Organization, believe in its mission and goals and otherwise serve as Goodwill Ambassadors of the Organization.
6. Directors should have a high level of experience or capability in the Board's oversight responsibilities, including but not limited to the areas of finance, marketing, fundraising, audit, management, communications, and sports.
7. Directors must have served at least five (5) years in the CCA and at least three (3) years in the Executive Committee or have equaling experience who are currently serving or served in public service or served on the board of directors in another organization or currently serving as a Board of Directors in another organization, or have an expertise who can qualify for the Board of Directors.
8. Directors may not have any Level Two (2) or higher infractions in the CCA or any public offense.

### **Section 5.03 Make-up of the Board**

1. The Board of Directors will include a minimum of five (5) members at the outset and a maximum of seven (7) at any one time, and in case if the Board of Directors are elected from club members no more than one member from the same CCA club shall serve on the Board at the same time. Each Director shall meet the independence requirement as outlined herein.

### **Section 5.04 Honorary Members**

1. Honorary Membership is available to persons of high repute and who have been of great service to the CCA or who have provided outstanding service to cricket or other related sporting or non-sporting entities or whose membership would enhance the reputation of the Association. The bestowal of Honorary Member status on any individual is subject to two-thirds (2/3) majority approval by the Board.
2. The membership of an Honorary Member of the CCA may be terminated by two thirds (2/3) majority decision of the Board.
3. The Board may designate Honorary Members to sit on the Board but they shall have limited capacity to be allowed to vote at Board meetings but they will have the power to vote in case of tie in case of any other board member absence. Voting can take place without Honorary members.



### **Section 5.05 Selection of the Board**

The Board of Directors shall be appointed by the Nominations and Electoral Committee (hereinafter the “NEC”) and confirmed at a General Meeting of the organization.

NEC is formed as an ad-hoc committee.

### **Section 5.06 NEC (Nominations and Electoral Committee)**

The first NEC shall comprise of five (5) senior members of the organization who have served the organization in a management capacity for four (4) years or more, who have made significant contribution to the growth, development and stability of the organization.

The Board of Directors shall select and appoint the NEC. The NEC shall have the following responsibilities:

1. Evaluate prospective candidates for the Board of Directors, based on eligibility requirements.
2. The highest priority for induction into the board of directors shall be given to any honorable member of the board.
3. Select individuals to serve on the Board of Directors as provided in the Constitution;
4. Recommend as requested by the Board of Directors, individuals to serve on various committees and task forces;
5. Consult with the NEC with respect to vetting all nominations for potential conflict of interest or other problematic background issues;
6. Perform such other duties as assigned by the Board of Directors.
7. The Board of Directors that is currently in office will interview the prospective Director and determine whether or not they are a suitable match.

### **Section 5.07 Discharge of Duties**

Each Director of the Board and Officer shall discharge his or her duties:

1. In good faith.
2. Honestly with the care of an ordinarily prudent individual in a like position would exercise under similar circumstances, and in a manner the Director or Officer reasonably believes to be in the best interests of the CCA.

### **Section 5.08 Indemnification**

The CCA shall defend, indemnify and hold harmless each Director and each Officer from and against all claims, charges and expenses which he or she incurs as a result of any action or lawsuit brought against such director or officer arising out of the latter's performance of his or her duties in the CCA, unless such claims, charges and expenses were caused by fraud, gross negligence or willful misconduct on the part of said officer or director.



### **Section 5.09 Tenure of Directors**

A Director of the Board shall hold office for a period of five (5) years and shall hold office until that Director's successor is confirmed, or until such Director's earlier resignation, removal, incapacity, disability or death.

### **Section 5.10 Resignations, Removals and Vacancies**

1. A Director's position on the Board may be declared vacant upon the Director's resignation, removal, incapacity, disability or death. Any Director may resign at any time by giving written notice to the Chairman of the Board, except the Chairman's resignation shall be given to the Board. All resignations shall take effect at the time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.
2. Any director/member of the Board may be removed from the Board for malfeasance, incompetence, excessive tardiness and any other reason which the Board deems to run afoul with the goals and objectives of the CCA.
3. A Director may also be removed from the Board if he/she fails to attend more than one-half (1/2) of the regular meetings of the Board during a twelve-month (12) period, unless that Director can demonstrate that the presence of exigent circumstances caused and excused the absences.
4. A Director may only be removed from the Board upon the affirmative vote of two-thirds (2/3) of the voting power of the Board (not including the voting power of the Director whose removal is under consideration).
5. Vacancies on the Board may be filled by a duly approved resolution of a majority of the directors then in office.
6. A Director who is approved to fill a vacancy on the Board shall serve the remaining term of his/her predecessor in office which shall be deemed to be a full term.

### **Section 5.11 Board Meetings**

The Board of Directors shall meet at regularly scheduled meetings at least four (4) times per year. The Board shall hold at least one (1) meeting each quarter. Special meetings of the Board shall be held upon the call of the Chairman of the Board or upon the written request of not less than fifty (50%) percent of the Board.

### **Section 5.12 Directors' Attendance**

Directors of the Board are expected to attend all regularly scheduled Board meetings. However, each Director must attend a minimum of at least one-half (1/2) of the Board meetings, during any twelve-month (12) period.

### **Section 5.13 Notice of Board Meeting**

The Chairman of the Board shall provide notice to all Board members of each meeting of the Board stating the date, time and place of the meeting, and in the case of a special meeting the purpose for



which the meeting is called. Said notice shall be in writing and shall be delivered either personally, by postal mail, by private carrier, by facsimile or by electronic transmission.

#### **Section 5.14 Quorum**

No resolution or business requiring a vote of the board may be transacted unless a quorum is present. A quorum shall consist of 2/3rd of all Directors. Unless a greater number is expressly required by these by-laws every act or decision done or made by the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. There is to be no voting by proxy.

#### **Section 5.15 Voting**

1. Each Director, including the Chairman of the Board shall be entitled to one (1) vote.
2. The act of a simple majority of Directors on the Board constitutes an act of the Board.
3. In the event of a tie, the Chairman has the casting vote.

#### **Section 5.16 Modes of transacting business**

The Board of Directors shall have the power to transact its business by mail, electronic mail, telephone, videoconference, or facsimile, if in the judgment of the Chairman of the Board the urgency of the case requires such action.

#### **Section 5.17 Agenda**

1. The agenda for a meeting of the Board of Directors shall be set by the Chairman of the Board, after consultation with the President of the Executive Committee.
2. Any director of the Board may request that items be placed on the Board's agenda

#### **Section 5.18 Questions of Order and Board Meeting Leadership**

1. Questions of order shall be decided by the Chairman of the Board, unless otherwise provided in advance by the Board.
2. The Chairman shall lead meetings of the Board.
3. If the Chairman is absent from any meeting of the Board, the Vice-Chairman shall assume all such duties and responsibilities.

#### **Section 5.19 Minutes of the Board Meetings**

1. The Secretary of the Board shall prepare and provide a printed or electronic copy of the minutes of any meeting of the Board of Directors within fifteen (15) days of a any such meeting.
2. The Secretary shall be the custodian of the minutes of all meetings of the Board and shall provide and make available a copy of the said minutes within fifteen (15) days of the request for the same by any legitimate member club of the CCA.
3. The minutes may be stored electronically.



## **Article VI. NOMINATIONS - EXECUTIVE COMMITTEE OFFICERS**

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### **Section 6.01 QUALIFICATIONS, ELECTION AND TERMS OF OFFICE**

Each members of the club send in writing to the Secretary of the CCA for nominations:

1. Any member of a member team is eligible to be an officer.
2. Candidates shall be nominated by members of the club, who in turn shall review the qualifications and experience of the candidates. Appointments shall be made based on the candidate's ability to execute the duties set forth in
3. Consult with the Judiciary Committee with respect to vetting all nominations for potential conflict of interest or other problematic background issues;
4. Perform such other duties as assigned by the Board of Directors.

### **Section 6.02 Qualification Criteria**

Only persons who are members in good standing with an affiliated club may serve on the CCA Executive Committee. However, no more than two members from the same club shall serve on the Executive Committee at the same time. Executive Committee members may not have any Level Two (2) or higher infractions in the CCA.

1. The candidate's reputation for personal integrity and commitment to ethical conduct;
2. Any other qualification the Judiciary Committee deems appropriate in the selection of a qualified and capable individual.

### **Section 6.03 Publication**

The Secretary shall use all legitimate and legal means to find qualified candidates. The Secretary shall publish and circulate a list of the individuals nominated to serve on the Board to all CCA member clubs.

### **Section 6.04 Objections**

The member clubs shall have thirty (15) days from the date of publication to object to any nominee. Said objections must be in writing and forwarded to the Secretary.

1. If the objection is found to be inconsequential, frivolous or in bad faith, then the objection shall be dismissed by the NEC.
2. If the objection is legitimately found to be justifiable, the nomination shall be withdrawn.
3. All nominations by the Secretary shall be confirmed by a majority vote of the member clubs at a General Meeting of the Organization.

## **Article VII. MANAGEMENT OF THE ORGANIZATION**

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### **Section 7.01 Executive Committee**



The Executive Committee shall implement and coordinate the activities of the organization. In addition, the Executive Committee shall:

1. Ensure efficient and effective management of the day-to-day activities of the Organization
2. Ensure that the daily operations of the Organization comply with strategic direction.
3. Ensure efficient allocation of the Organization's resources
4. Establish and implement marketing programs to secure sponsors and funding
5. Keep the Board fully informed with matters pertinent to the Board's duties and function
6. Manages and directs the CCA's cricketing operations including not limited to, obtaining necessary permits for league fields, drafting and implementing the schedule of games, administering and managing all league games, collecting dues from member clubs, administering the Playing Conditions, By-Laws and Code of Conduct, procuring the equipment's necessary for playing and teaching the game of cricket
7. Plan and implement functions and activities which are germane to the day-to-day activities of the CCA
8. Plan and execute developmental programs
9. Implement the strategies and decisions of the Board

#### **Section 7.02 Composition**

The Executive Committee of this Organization shall be elected by the member clubs and shall consist of:

- a) President
- b) Vice-President
- c) Executive Secretary
- d) Treasurer
- e) Match Scheduling Secretary
- f) Webmaster and Statistician
- g) Youth Programs Coordinator
- h) Marketing and Fundraising Coordinator.

## **Article VIII. DUTIES OF THE OFFICERS**

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### **Section 8.01 President**

The President of the organization shall preside at all meetings of the Executive Committee and shall be the Chief Executive Officer (CEO) of the organization. He shall be an ex-officio member and shall, with the advice and consent of the Executive Committee, appoint all committees not required to be elected.





He shall have the power to appoint any ad-hoc committee in order to achieve the goals of the Organization.

The President, with majority support of the Executive Committee, can appoint any qualified CCA club member to fill a vacant Officer position until the position's next regularly schedule election.

In addition, the President shall:

1. Sit on the Board of Directors and shall have full voting rights as a Director of the Board, notwithstanding his tenure on the Board of Directors shall cease upon expiration of his term as President of the CCA
2. Provide a quarterly written report to the Board of Directors on the state of the CCA
3. Be the liaison between the Board of Directors and the Executive Committee
4. See that all Board commitments, resolutions and oversight are carried into effect
5. Preside over, organize and direct the Executive Committee. In this capacity, in particular he decides the agenda and the proposals to be discussed by the Committee
6. Hold the casting vote in the event of a tie on all matters voted on at the Executive Committee level
7. Exercise such powers and perform such other duties as from time to time may be assigned by the Board of Directors
8. Act as the official representative for the league in regional cricket matters and liaise with regional administrative boards
9. Provide appropriate reports to the Board of Directors regarding regional activities and CCA involvement in such activities.

### **Section 8.02 Vice-President**

The Vice President shall exercise all the powers of the President in his absence. The Vice- President shall serve as a permanent member of the Judiciary Committee.

### **Section 8.03 Executive Secretary**

The Executive Secretary is the first point of contact for members and prospective members contacting the CCA.

The Executive Secretary shall keep the minutes of all meetings except Board meetings, attend to all correspondences pertaining to the daily operations of the Organization and shall be the custodian of all CCA properties, except funds.

The Executive Secretary shall:

1. Keep a hard copy of minutes of all meetings except Board meetings
2. Prepare and deliver copies of the minutes of Executive meetings to the Board and members of the CCA within fifteen (15) days following the Executive Committee Meeting



3. Manage all correspondence directed to the Executive Committee
4. Protect and preserve all written, photographed and electronic records of transactions executed by the Executive Committee
5. Keep a record and updated database of all members of the CCA
6. Process new membership applications
7. Assist the President in writing, editing, production and distribution of all CCA publications and other official CCA directives to the members
8. Be the custodian of the Organization's governing documents including its Constitution and By-laws.

#### **Section 8.04 Treasurer**

The Treasurer shall have charge of the finances of the Organization and shall present in person, a Quarterly Financial Report to the Board or upon the request by the Board. Treasurer shall likewise provide an Annual Financial Report to the Board. Further, the Treasurer shall:

1. Provide and present a detailed report at each regular Executive Committee meeting, including reconciled bank statements as to the balance at hand
2. Keep and maintain complete and accurate records of the Organization's finances, taxes, including records of all collections, expenditure, receipts and disbursements, assets, liabilities and retained earnings
3. Collect all corporate funds including but not limited to: dues, fees, fines, sponsorship funds, donations
4. Manage monies for the Umpiring Association and the Judiciary Committee and other committees of CCA independent of each other and maintain separate accounts for that purpose
5. Deposit all funds into a bank designated by the Board
6. Prepare and submit to all member clubs the Organization's Annual Financial Report at the General Meeting. This report shall include consolidated financial reports of all Subsidiaries, Associations and Committees of the Organization
7. Prepare and submit tax returns and associated forms, as required by City, State and Federal laws, in a timely manner, including the Annual Information Return – Form 990 to the IRS
8. Ensure that all property, corporate and payroll taxes are paid promptly
9. Manage and oversee all disbursements including payroll
10. Prepare and submit the Organization's annual budget to the Board for its approval
11. Ensure the Treasurer's books and reports are available for audits prior to the Annual General Meeting or at anytime as deemed necessary by the Board
12. Keep track of CCA inventory and other CCA tangible assets and properties.



With the Board's approval, the Treasurer may utilize the services of a CPA or a CPA firm to ensure all financial documents and reports are consistent with the requirements of the local and governmental authorities. Additionally, the Treasurer may be bonded at the discretion of the Board.

#### **Section 8.05 Match Scheduling Secretary**

The Match Scheduling Secretary shall compile a list of games for the season for final approval by the Executive Committee by the end of February of each year and is:

1. Responsible for coordinating all changes on the fixtures throughout the season and for granting all requests for use of the Organization grounds by member clubs
2. Responsible for reporting to the League Accountant all clubs that forfeited games
3. Ensure that all Organization fields are in good playing condition
4. Shall serve as a permanent member of the Judiciary Committee
5. All communications between the Match Secretary and the clubs regarding the scheduling of games must be copied to the President.

#### **Section 8.06 Webmaster and Statistician**

The Statistician shall have the following responsibilities:

1. Manage all statistics including but not limited to the names, addresses and other relevant data of all playing members registered by each member club
2. Keep track of the records of all games, including the match reports from which shall be calculated points awarded in each match and results of all matches
3. Reconcile and publish accurate & updated statistics by the following Thursday of each week during the playing season. He shall also submit a detailed and accurate list of statistics to the Executive Committee at the end of the season so that said committee can determine all award recipients. He shall keep a separate set of statistics for players participating in the playoffs after the end of the regular season
4. Report any irregularities relating to registration of players and the offending club to the Executive Committee

#### **Section 8.07 Marketing and Fundraising Coordinator**

The Marketing and Fundraising Coordinator shall:

1. Be responsible for various public relations with the local community, schools and park authorities and other club and league members to ensure Organization's name and integrity is protected and held in high esteem.
2. Be responsible for coordinating the league's General meetings and any other Special meetings with the league membership
3. Be responsible for coordinating the league play-offs and finals to ensure the players and spectators are well-accommodated
4. Be responsible for organizing and coordinating the CCA Annual Banquet.



5. Solicit, coordinate and liaise with potential sponsors, partners on behalf of the CCA.

### **Section 8.08 Violations and Breaches**

In the event an Officer of the Organization violates or breaches any provision of this Constitution and/or the intent and spirit of the Organization's Code of Ethics, any of the following consequences may occur:

1. Reprimand
2. Expulsion
3. Any other measure which the Board of Directors deems just and proper.

### **Section 8.09 Officers Incurring Expenses**

No Officer of the Organization may incur expenditure on behalf of the Organization without the express permission of the Executive Committee or the President.

### **Section 8.10 Removal of Executive Committee Members**

With the exception of the President of the Executive Committee, any Officer of the Executive Committee may be removed from office by a two-thirds (2/3) majority vote of all Executive Committee members. Any Officer of the Executive Committee may be removed by the President of the Executive Committee or by a declaration of the Board for malfeasance, incompetence, insubordination, tardiness, and any other reason which the Board deems to violate the goals and objectives of the CCA. Removal of any elected Executive Committee Member must be approved by the Board of Directors by a two-thirds (2/3) majority.

### **Section 8.11 Transition of League Properties and Documents**

Each and every Officer of the Organization has a duty of good faith when dealing with the Organization's property and shall exercise that duty for the benefit of the Organization.

1. All Officers of the Organization shall hand over all the Organization's property and documents in his possession to the Board at the end of his tenure or upon termination of his office.
2. All committee members and agents and employees of the Organization shall hand over all the Organization's property and documents in his possession to the Executive Committee upon demand by the Executive Committee.
3. Any Executive Officer or member of any committee who willfully, fraudulently, with malice or in bad faith, confiscates or refuses to hand over Organization property, tangible, intellectual or otherwise, shall be barred for life from holding office in the CCA and from participating in any CCA sponsored activity.
4. "Organization Property" is deemed to be any item that the Organization owns or has financed directly or indirectly and shall include but is not limited to: funds, bank account information and documents, financial reports, contracts, minutes and records of the day-to-day operation, tax information and documents, website and domain information and



documents, statistics accumulated, software, permits, written agreements, trophies and cricket equipment.

5. Any Executive Officer who has shown gross negligence and reckless disregard for the Organization's property shall be subject to the same sanctions as listed above.

## **Article IX. JUDICIARY(ADVISORY) COMMITTEE**

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### **Section 9.01 Establishment**

A Judiciary Committee shall be established for the purpose of dealing with complaints against players and club officials. The Judiciary Committee is created in a good faith effort to encourage and to safeguard the independence of the Judiciary within the sphere of the CCA's governing structure and to foster a fair and systematic approach to enforcing appropriate behavior for all within CCA. All Policies, Regulations and Guidelines of the Judiciary Committee are outlined in **Ref: Jurisdiction, Regulations and Guidelines document**.

## **Article X. UMPIRES ASSOCIATION**

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### **Section 10.01 Establishment**

The Umpiring Co-Ordinator shall be responsible for ensuring umpires enforce league rules and update all umpires of any changes in by-laws and variations to laws of cricket adopted by the league. The Umpiring Co-Ordinator has the right to appoint any umpire for the games in consultation with Executive committee.

An Umpires Association shall be established for the purpose of creating an independent association to be solely responsible for assigning umpires, collecting dues and subscriptions and distribute monies to its members for games officiated. All Policies, Regulations and Guidelines of this Association shall be outlined in **Ref: Umpires Association and Guidelines document**.

## **Article XI. ASSESSMENTS AND DUES**

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### **Section 11.01 Dues**

Each club shall pay to the Organization, annual membership dues and any other applicable fees and surcharge as listed in **Ref: FEE SCHEDULE document**. All changes in dues, fees, and other payments listed in **Ref: FEE SCHEDULE document**, shall be determined by the Executive Committee and confirmed by the Board of Directors.

### **Section 11.02 Payment of Dues**

All dues and fees must be paid by January 31 of each year. A late charge as outlined in **Ref: FEE SCHEDULE document** will be assessed against any team that pays after January 31.

### **Section 11.03 Surrender of Membership**



Any team which has not paid its membership dues and any other fees by January 31<sup>st</sup> will be deemed to have surrendered its membership and will be removed from the schedule.

#### **Section 11.04 Reinstatement**

Any team seeking reinstatement in the Organization after the January 31<sup>st</sup> deadline will be treated as a new applicant and is subject to the initiation fee heretofore mentioned.

#### **Section 11.05 Financial Standing**

No club shall have voting privileges at any General Meeting of the Organization unless it is in good financial standing. Good financial standing shall mean that all assessments that the club is notified of are paid in full.

#### **Section 11.06 Notice of Outstanding Fees**

A club must be given at least two (2) week notice of the outstanding fees before it is deemed to be delinquent and not in good financial standing.

### **Article XII. MEETINGS**

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#### **Section 12.01 Meetings**

The Executive Officers shall meet periodically as necessary to conduct the business of the Association, at the discretion of the President. Executive Committee shall communicate a list of important administrative actions that were taken at the end of every month.

#### **Section 12.02 General Meeting**

A Fall General meeting shall be held in November/or December of each year for the following reasons including but not limited to:

1. To receive the Executive officers' annual report
2. To receive the Organization's financial statement
3. To elect officers for the New Year (Every two (2) years)
4. To confirm the Board of Directors of the Organization (Every five (5) years)
5. To decide any motion proposed by any member(s)
6. To confirm the membership fee structure for the upcoming year
7. To consider any general business item
8. The Board of Directors shall chair this meeting.

#### **Section 12.03 Executive Committee Meeting Frequency**

Executive Committee meetings shall be held as, when or where required, in order to transact the Organization's business and decide on resolutions put to the meeting.



1. At all Executive meetings, a quorum shall be at least two-thirds (2/3) of the total number of officers elected.
2. The President will conduct all meetings.
3. Every Officer, including the President is entitled to one vote on every motion/issue put forward.
4. The President shall have the casting vote in case of a tie.
5. The minutes of meetings should be made available to all members of the Organization.
6. An Executive Committee member who is absent for three (3) consecutive scheduled meetings, without justifiable reasons, will be deemed to have relinquished that office and will be removed from the Executive Committee.

#### **Section 12.04 Meeting Location**

The meeting of the Organization shall be held in the Charlotte Area at the discretion of the Board of Directors.

### **Article XIII. VOTING AT GENERAL MEETINGS**

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#### **Section 13.01 Voting**

At the Annual General Meeting the voting for officers will be done by secret ballots. In all other cases, voting will comprise a show of hands.

#### **Section 13.02 Voting Entitlements**

Each team in good financial standing is entitled to one (1) vote. However up to four (2) members from a club may address the meeting or submit motions.

#### **Section 13.03 Voting Delegates**

The official contact person is deemed to be the voting delegate at all meetings and may not be changed after the commencement of the meeting. However, through its official contact person a club may designate anyone to represent them at a General Meeting by providing written authorization to the Secretary of the Board, at least forty-eight (48) hours prior to the commencement of the meeting.

#### **Section 13.04 Voting by Proxies**

All proxies must be received in writing by the Secretary of the Board at least forty-eight (48) hours prior to the commencement of the meeting. The authenticity of all proxies must be verified by the Board of Directors in order to be valid.

#### **Section 13.05 Tie-breakers**

In the case of a tie in the voting for officers, a second vote shall be conducted. If the tie persists after the second vote and an incumbent is involved, the incumbent will be declared the winner. In all other cases,



the newly elected President will be responsible for breaking a persistent tie, except for the position of President in which case the outgoing President will break the tie.

## **Article XIV. ELECTIONS**

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### **Section 14.01 Election Frequency**

The Executive Committee shall be elected every two (2) years by the legitimate voting delegates from each club. The elections of the Executive Committee shall be conducted at the General Meeting. The newly elected officers shall take office on January 1<sup>st</sup> of the next calendar year.

## **Article XV. FUNDS**

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### **Section 15.01 Bank Account**

A bank account shall be maintained in the name of the Carolina Cricket Alliance in a bank approved by the Board. All checks disbursing money from the account shall be signed by any two of the following: The President, the Vice-President, and the Treasurer, all of whose signatures shall be registered at the bank.

### **Section 15.02 Treasurer's Role**

The Treasurer shall be in charge of the Organization's funds and bank accounts.

### **Section 15.03 Securing of Services**

The Organization shall not secure the services of salaried officers unless approved by the Board.

### **Section 15.04 Usage of Funds**

The Organization's funds shall be used for:

1. Match expenses and equipment (ground fees, balls, refreshment).
2. Direct expenses (telephone calls, web site, postage, stationery, etc.).
3. Other expenses consistent with its non-profit objectives and approved by the Board.

## **Article XVI. REGISTRATION OF PLAYERS**

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### **Section 16.01 Roster of Playing Members**

Each club shall be required to maintain a roster of its playing members that it must register with the CCA and USACA, in a manner prescribed by the Bylaws.

1. Clubs with multiple teams are required to maintain separate rosters.
2. A copy of this roster must be approved with the Statistician before the start of the season each year.
3. A team may add to its roster by either informing the Statistician in writing or submitting a written list to the officiating umpire prior to the start of the game.





4. The information for the members on the roster must be full and complete and must be compliant with the by-laws of the Organization.
5. The above process shall be the only means of officially registering a player with the Organization. Failure to follow this procedure shall result in a fine as listed in **Ref: FEE SCHEDULE document**.

## **Article XVII. DISCIPLINE OF PLAYERS AND CLUBS**

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### **Section 17.01 Code of Conduct**

The Organization's Code of Conduct and all its provisions are hereby incorporated, adopted and made a part hereof as if fully stated in this section. All the disciplinary matters relating to clubs and players are governed by the Code of Conduct outlined in **Ref: Code of Conduct document and Guidelines document**.

### **Section 17.02 Club suspensions**

A club that have been suspended or had its membership revoked must sit out the season following such action unless the Board rescinds or overturns the decision.

## **Article XVIII. RULES OF THE GAME**

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### **Section 18.01 Laws**

The Laws of the International Cricket Council except as otherwise provided for in this Constitution and in the By-laws and Playing Conditions shall govern all Organization matches.

## **Article XIX. SAVING CLAUSE**

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Failure of literal or complete compliance with provisions of these bylaws with respect to dates and times of notice, or the sending or receipt of the same, or errors in phraseology of notice of proposals, which in the judgment of the members at meetings held do not cause substantial injury to the rights of members shall not invalidate the actions or proceedings of the Board of Directors, committees or other bodies so affected.

## **Article XX. ORDER OF BUSINESS AT MEETINGS**

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### **Section 20.01 Order of Business**

The following shall be the order of business at all meeting unless transposed by motions made and carried:

1. Roll call and registration of teams
2. Reading minutes of previous meeting
3. Communications
4. Bills



5. Reports of officers
6. Reports of committees
7. Unfinished business
8. Confirmation of members of the Board (General meeting only)
9. Election of officers (General meeting only)
10. Election of membership (General meeting only)
11. New business
12. Adjournment.