



DAVENPORT WILDCATS

— YOUTH ATHLETIC CLUB —

CONSTITUTION & BYLAWS

DAVENPORT WILDCATS YOUTH ATHLETIC CLUB

Revised July 10, 2026

Board Approval Date

Effective Date

Document Version

2026 Revision

These bylaws establish the governance, responsibilities, and decision-making structure of the Davenport Wildcats Youth Athletic Club.

ARTICLE I - PURPOSE

The purpose of the Executive Board is to provide leadership, governance, and oversight for the Davenport Wildcats Youth Athletic Club (the "Club"). The Board shall work to ensure that the Club operates responsibly, grows sustainably, develops young athletes across all sports, provides a positive experience for families, and serves the surrounding community.

ARTICLE II - BOARD COMPOSITION

The Executive Board shall consist of the following four officers:

- President
- Vice President
- Secretary
- Treasurer

These four officers are the only voting members of the Executive Board. The Board may create committees, coordinator positions, volunteer roles, liaison positions, or other support roles as needed. Individuals serving in those roles are not members of the Executive Board and do not have voting authority unless they are separately appointed to one of the four officer positions.

ARTICLE III - OFFICER ROLES AND RESPONSIBILITIES

President

- Serve as the chief executive officer of the Club.
- Establish the overall vision, direction, and strategic priorities of the Club.
- Preside over Executive Board meetings.
- Represent the Club in relationships with leagues, schools, government agencies, community organizations, businesses, and other partners.
- Appoint committees and delegate responsibilities when necessary.
- Oversee the general operations of the Club.
- Make immediate operational decisions when urgent action is required, subject to review by the Executive Board.

Vice President

- Assist the President with the administration and operation of the Club.
- Perform the duties of the President when the President is unavailable.
- Help oversee registration, scheduling, logistics, facilities, communications, athletic programs, tryouts, team formation, coaches, and program standards.
- Coordinate with coaches, committees, volunteers, team representatives, and program leaders.
- Perform additional duties assigned by the President or Executive Board.

Secretary

- Maintain accurate records of Executive Board meetings, decisions, motions, and votes.
- Prepare and distribute meeting agendas and minutes.
- Maintain the Club's bylaws, policies, official records, and other governing documents.
- Assist with communication among the Executive Board, coaches, families, volunteers, and community members.

- Organize, lead, and coordinate the DWYAC Advisory Panel.
- Gather recommendations, concerns, ideas, and feedback from members of the Advisory Panel.
- Present Advisory Panel feedback to the Executive Board for discussion and consideration.
- Help ensure that the Executive Board remains informed of the experiences and opinions of athletes, parents, coaches, volunteers, and community members.

Treasurer

- Maintain accurate financial records for the Club.
- Oversee deposits, payments, reimbursements, budgets, and financial reporting.
- Provide regular financial reports to the Executive Board.
- Assist with annual budgeting and long-term financial planning.
- Ensure that Club funds are used in accordance with Executive Board decisions and the Club's nonprofit purpose.
- Maintain records necessary for tax filings, grant reporting, audits, and other financial requirements.

ARTICLE IV - ADVISORY PANEL

The Club shall maintain an Advisory Panel to provide guidance, feedback, and recommendations to the Executive Board. The Advisory Panel shall be led and coordinated by the Secretary.

The purpose of the Advisory Panel is to provide a structured way for athletes, parents, coaches, volunteers, and community members to share opinions, ideas, concerns, and recommendations regarding the direction, programs, policies, events, and operations of the Club.

Advisory Panel members may include, but are not limited to:

- Parents or guardians
- Coaches or team representatives
- Volunteers
- Former Board members
- Community members
- Local league, school, or facility representatives
- Individuals whose experience or expertise may benefit the Club

Members of the Advisory Panel may be appointed, replaced, or removed by the Executive Board. The Secretary may schedule Advisory Panel meetings, request written feedback, create working groups, or use other reasonable methods to gather input.

The Advisory Panel is not a governing body. Its members do not become officers or voting members of the Executive Board by serving on the Panel.

The Advisory Panel does not have authority to:

- Vote on official Executive Board matters
- Enter into contracts or agreements on behalf of the Club
- Spend or authorize Club funds
- Hire, appoint, discipline, or remove coaches, volunteers, officers, or other representatives
- Establish, amend, or enforce official Club policy
- Represent that it has final governing or decision-making authority

The Executive Board shall consider Advisory Panel recommendations in good faith while retaining all final governing, financial, operational, and organizational authority. The Secretary shall provide summaries of significant Advisory Panel discussions and recommendations to the Executive Board.

ARTICLE V - AUTHORITY AND DECISION-MAKING

- Each officer has authority to carry out the responsibilities assigned to that office.
- Major organizational, financial, disciplinary, or policy decisions require discussion and action by the Executive Board.
- Day-to-day operations may be delegated to officers, committees, coaches, coordinators, or volunteers.
- The Executive Board may invite Advisory Panel members or other individuals to participate in discussions when their knowledge or perspective would be helpful.
- Only the Executive Board may make final decisions on behalf of the Club unless specific authority has been formally delegated.

ARTICLE VI - MEETINGS

- The Executive Board shall meet regularly as needed to conduct Club business.
- Special meetings may be called by the President or by a majority of the Executive Board.
- Three of the four Executive Board members constitute a quorum.
- Board members may participate in person, by telephone, or by electronic meeting when permitted by the Board.
- Advisory Panel members and guests may attend Executive Board meetings only when invited or when the Board opens a portion of the meeting for input.
- The Executive Board may enter a closed session when discussing confidential, personnel, legal, financial, disciplinary, or athlete-related matters.

ARTICLE VII - VOTING

- Each Executive Board member has one vote.
- A motion passes by a simple majority of the votes cast when a quorum is present.
- A two-to-two tie does not pass.
- An officer with a direct financial or personal conflict of interest should disclose the conflict and abstain when appropriate.
- Votes may be taken during meetings or through a documented electronic process when timely action is needed.

ARTICLE VIII - TERMS, VACANCIES, AND APPOINTMENTS

- Officer terms should generally be one or two years, as determined by the Executive Board.
- Officers may be reappointed or reelected for additional terms.
- A vacancy may be filled by a majority vote of the remaining Executive Board members.
- Officer responsibilities may be temporarily reassigned when necessary to maintain Club operations.
- An officer may resign by providing written notice to the Executive Board.
- The Executive Board may establish reasonable procedures for appointment, succession, removal, and transition of officers.

ARTICLE IX - COMMITTEES AND SUPPORT ROLES

The Executive Board may establish standing or temporary committees and may appoint coordinators, liaisons, coaches, volunteers, or other support personnel to help carry out the work of the Club. Each committee or support role shall operate under the authority and direction of the Executive Board.

The Executive Board may define the purpose, responsibilities, membership, duration, and reporting expectations of each committee or support role. Unless expressly authorized in writing, these positions may not bind the Club to contracts, financial obligations, policies, or public commitments.

ARTICLE X - AMENDMENTS

These bylaws may be amended by a majority vote of the full Executive Board. Proposed amendments should be provided to all Executive Board members before the vote whenever practical. Approved amendments shall be recorded by the Secretary and incorporated into the official governing document.

ARTICLE XI - GUIDING PRINCIPLES

The Executive Board shall make decisions with consideration for:

- The safety, development, and well-being of athletes
- The long-term health and growth of the Club
- Affordability and responsible financial stewardship
- A positive and respectful experience for families
- Strong relationships with schools, leagues, facilities, sponsors, and the community
- Fairness, accountability, sportsmanship, and the Club's nonprofit purpose

CERTIFICATION AND ADOPTION

The undersigned officers certify that these Constitution and Bylaws were reviewed and adopted by the Executive Board of the Davenport Wildcats Youth Athletic Club.

_____ President	_____ Printed Name	_____ Date
_____ Vice President	_____ Printed Name	_____ Date
_____ Secretary	_____ Printed Name	_____ Date
_____ Treasurer	_____ Printed Name	_____ Date