

# ORCUTT ELITE

# CONSTITUTION & BYLAWS

Adopted: March 1, 2026  
Amended

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## **Article 1 Name**

The legal name of the organization shall be known as “Orcutt Elite” referred to as “Orcutt Elite Youth Football and Cheer. The league is located in Central Coast California, in the county of Santa Barbara, in the state of California.

This organization is organized exclusively for charitable purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, Tax ID #41-2964790.

In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, Orcutt Elite Youth Football and Cheer shall operate exclusively as a non-profit education organization providing a supervised football and cheerleading program.

## **Article II Objective**

The objective of the Orcutt Elite Youth Football and Cheer shall be as follows:

Orcutt Elite, our mission is to develop confident, disciplined, and resilient youth athletes through competitive football grounded in integrity, team work and respect. We strive to provide a safe, and supportive, environment where players learn fundamental skills, build strong character, and grow a long love for the game. Led by a veteran coaching staff with years of experience and a passion for mentorship, we are committed to teaching the game the right way through expert instruction, positive leadership, and elite standards of sportsmanship. We believe football is family. By fostering strong family connections, community involvement, and a culture of support, we ensure every athlete feels valued both on and off the field. Together, we aim to cultivate leaders who represent Orcutt with pride, excellence and heart.

Orcutt Elite Youth Football and Cheer shall comply with the governing league’s Bylaws and rules of the PYFL, if not outlined in Orcutt Elite Bylaws.

## **Article III Membership**

### **Qualifications for Membership**

Any person interested in active participation to achieve the objective of Orcutt Elite Youth Football and Cheer may pay the fees and become a member.

Fees for Members shall be determined and set annually by the Executive Board of Directors. The general membership shall be composed of the following classes of members:

**Player Member** Any child who meets the eligibility requirements established by Orcutt Elite Youth Football and Cheer regulations may register to become a player Member.

**Parent or legal Guardian** of a current Player Member and/or an adult who volunteers services within Orcutt Elite Youth Football and Cheer in an approved capacity by The Board.

**Coaches** shall be assigned for each level in both football and cheer and approved by The Board, The head coach may appoint assistant coaches and team managers with the advice and consent of The Board. Head Coaches are required to be CPR certified and have a Live Scan Background Report.

### **Conduct**

Members of Orcutt Elite will encourage good sportsmanship by demonstrating positive support for all participants including coaches, officials, spectators and visitors. Members will treat everyone, including coaches, officials, spectators, athletes, and visitors, with respect regardless of race, creed, color, nationality, or gender. Orcutt Elite will not tolerate verbal or physical abuse of its volunteer coaches, officials, or players from any parent, player, or spectator. Should a coach, player, a player's family member or guest be found in violation of the code of conduct, the Board has the right and authority to suspend, ban, expel or otherwise discipline the individual.

The Board, by a two-thirds, (2/3) vote of the members present at any duly constructed meeting, shall have the authority to suspend or terminate the membership of any member whose conduct is considered detrimental to the best interests of Orcutt Elite Youth Football and Cheer. The member involved shall be notified of such a meeting, informed of the general nature of the charges, and given an opportunity to appear at the meeting to answer such charges.

In the case of a Player Member, the Board shall give notice to the player's parents/guardian and to the manager of the team in which the player is a member. The player accompanied by his/her parent/guardian and /or team manager, who shall serve as advisors, shall appear before a special committee of the Board, which shall have full power to suspend or revoke such player's right to future participation as a Player Member of Orcutt Elite Youth Football and Cheer for the current playing season.

This special committee of the Board shall have full power to discipline any member whose behavior does not fall within the framework of our code of conduct principles.

## **Volunteer Obligation**

We ask every child to participate fully. All monies due for fundraising must be turned in on time before uniform distribution. Parents/Guardians are required to donate time during the season (chain gang, game day set up, cleanup, game clocks/score board, snackbar etc). Orcutt Elite is solely run on volunteers. We need you and appreciate your help. Your Team Parent will coordinate times and duties for you.

## **Article IV Executive Board of Directors**

The Executive Board of Director oversees the Board Members, and is responsible for leading the organization. Executive Board of Directors work with the Board Members to ensure the success of the organization, financial oversight, legal obligations, ensure sufficient resources, safety of all members, and maintain a positive public standing. The following positions will make up the Executive Board of Directors  
President, Vice President, Secretary, Treasurer, and Athletic Director.

### **President**

Serve as Chief Executive Officer and shall be subject to the control of the Board Members, general supervision, direction and control of the business and affairs of Orcutt Elite Youth Football and Cheer

### **Vice President**

Present at meetings and perform all presidential duties in absence of the president

### **Secretary**

Present at meetings and will keep a book of minutes of all meetings of Orcutt Elite Youth Football and Cheer

### **Treasurer**

Shall keep and maintain adequate and correct accounts of the properties and business transactions of all Orcutt Elite Youth Football and Cheer. The books of account shall at all times be open to inspection by any board member.

### **Athletic Director:**

Shall supervise and direct all head coaches and serve as a liaison between the players, parents, and coaches. Act as chapter Field Commissioner on home game days.

### **Chairman of the Board:**

Oversee the decisions of the President and Vice President  
See that bylaws are being properly followed.

Preside in the absence of the President and Vice President. Take on the responsibility and role of the President and/or Vice President in the event of their absence to be able to conduct a meeting.

### **Other Board Members**

Cheer Director, Cheer Player Rep, Fundraising Director, Merchandising Director, Purchasing Director, Marketing Director, Snack Bar Coordinator, Equipment Director, Player Rep, Field and Safety, Member/s at Large

### **Board Requirements**

All board members are required to attend monthly meetings, volunteer during events, and commit to a minimum of 2 hours at each hosted game day.

### **Quorum Requirement**

Not less than 2/3rds of the members of The Board must be present at any regular or special meeting to constitute a quorum for the transaction of official business of Orcutt Elite.

### **Authority to Act**

Executive Board of Directors and other Board Members shall be elected to serve in a specific office or position for a one, (1), year term and shall be eligible for re-election to a specific office or position in the next or subsequent years.

Every act or decision done or made by a majority of the Board Members present at a meeting duly held at which a quorum, as defined herein, is present shall be regarded as the act or decision of the Board, and shall be binding on Orcutt Elite as a whole, unless such act or decision shall be specifically prohibited by the Bylaws or shall be in violation of procedures and/or conditions set forth therein.

### **Removal From Office**

A Director may be removed from office in any of the following ways:

By resignation, in writing, approved by the majority of the Board at any regular or special board meeting duly held, at which a quorum is present.

By the affirmative recall vote of not less than two-thirds, (2/3), of the total membership of the board of directors at any regular or special board meeting duly held.

By the affirmative recall vote of a simple majority of the total membership at a special meeting of the general membership duly held. A Director shall be removed from office by his/her absence from three, (3) consecutive unexcused board meetings, whether regular or special. However, any Director so removed may be reinstated for his/or her unexpired term by the majority of the Board of Directors.

## **Vacancies**

A vacancy on the Board of Directors will be filled at any regular or special board meeting, duly held. The person selected to fill the vacancy will complete the term of the member being replaced. An affirmative vote of not less than 2/3rd of the total membership of the Board is required to select the new Board Member.

## **Article V Financial Obligations**

### **Fundraising**

The Board shall be responsible for the funds of the Orcutt Elite Youth Football and Cheer Program. All contributions and/or solicitations shall be for the sole benefit of the Orcutt Elite organization as a whole. The Fundraising Director, and select committee members, will direct all solicitation of funds. All funds are to be presented and accounted for to the Board at the completion of the fundraising event or by end of season, whichever is sooner. During the fundraising drive/event, money can be turned into the Treasurer. Chapter fundraisers shall take precedence over any other team fundraisers. There shall be no fundraising for a specific purpose or event without prior approval of a majority of the board.

### **Scholarships**

Football and Cheerleading scholarships may be available based on accessible funds and not to exceed 5% of annual registrations. Scholarships may be awarded upon Orcutt Elite Youth Football Board approval based on financial hardship. Families must complete a scholarship application and will have same requirements as all player members:

- Complete 2 volunteer shifts during home games
- Sell \$100 in raffle tickets

### **Financial Procedures**

The Orcutt Elite Executive Board is responsible for the financial accounts to maintain a positive financial status that adequately supports the activities of the league. The Treasurer will complete

- Timely depositing and distribution of all funds
- Maintain an accurate record of all receipts and expenditures
- Be required to make a monthly accounting to the Board (including copies of monthly bank statements) All checks, drafts or other order of payment, exceeding the amount \$1000, shall be agreed upon, signed or endorsed by 3/4th of the Executive Board (President, VP, Secretary, Treasurer)

### **Refunds/Reimbursements**

Player members who have registered and paid before the start of the regular season may request a written request for a refund if they are no longer able to participate.

- A non-refundable deposit of \$100 is required for all participants.

- Requests by May 15th, or before uniform orders, for payments made beyond the \$100 deposit will be honored. Requests after May 15th, or after uniform orders, will be non-refundable. Parents may appeal by providing a note from a physician and being subjected to Board Approval.

Orcutt Elite is composed solely of volunteers and funds collected through fundraising to support the activities of the league. Volunteers may incur expenses in order to carry out tasks related to the position, like travel, and will not be reimbursed. Any purchases that are deemed necessary to the activities of the league, and approved by the board, may be issued a reimbursement, only when appropriate receipts are provided. Reimbursements should be requested in a timely manner and issued within 60 days of request or before December 31 whichever is sooner.

### **Audits**

The books of Orcutt Elite Youth Football and Cheer shall be turned over to an Audit Committee for auditing at the end of each year, December 31. Additional audits may be requested by The Board whenever the Treasurer may be replaced or has resigned.

### **Dissolution**

Should the Local League initiate dissolution actions, the League shall satisfy all outstanding debts and claims. Immediately thereafter, the Board shall distribute the property of the Local League to such other Federally incorporated entity maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501 © (3) of the Internal Revenue Code. Distribution of property requires Regular Membership approval.

### **Article VI Amending the Bylaws**

The Bylaws will be proposed and reviewed annually and voted on by the June meeting. The Bylaws may be amended or altered in whole or in part by a 2/3 vote of a quorum of Board Members. Notice of proposed changes must be made at a meeting prior to the meeting at which the changes will be voted on.

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**Reshmi Sarin, President**

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**John DeMarco, Vice President**

