



(UPDATE FEBRUARY 24, 1997)

# **GREATER CLEVELAND WRESTLING COACHES AND OFFICIALS ASSOCIATION**

## **BY-LAWS**

### ARTICLE I

#### General Membership Meetings

##### Section 1

The Greater Cleveland Wrestling Coaches and Officials Association shall hold general membership business meetings in the months of October, November, December, January, February, March and April of each year.

These meetings shall be held on the first Tuesday of these months, unless that day is a holiday, and shall begin at 8:00 PM. Every attempt shall be made to schedule these meetings at a centrally located facility which can be accessed from both the East and the West side of Northeast Ohio.

An additional meeting shall be scheduled for the month of September for the express purpose of providing a Sports Medicine, CPR and/or First Aid Certification Program as is required by the Ohio High School Athletic Assn.

A post-season date shall be scheduled in the third week of April each year for the Annual GCWCOA

Banquet. The banquet date shall be set to honor Coaches, Officials and other contributors to the sport of amateur wrestling in the Northeast Ohio Area. There will no general business conducted at the banquet, unless declared an *emergency situation* by the Executive Committee.

## Section 2

Ten members shall constitute a quorum for the transaction of any business of the GCWCOA at any general membership meeting. If there are not enough members present to form a quorum, the presiding officer may request that the business at hand be placed on the agenda for the next regular meeting of the general membership. In matters requiring immediate action, the President may appoint one or two officers to conduct a poll by telephone to allow for a decision to be made.

## Section 3

*Robert's Rules of Order* shall prevail for all general membership and Executive Committee meetings.

## ARTICLE II

### Membership

## Section 1

Membership dues shall be at such a rate as prescribed by the Executive Committee, payable in advance and submitted with an updated information card. Non-payment of dues shall be cause for removing the name of a member from "active" membership status. The membership fee may be adjusted as deemed necessary by the Executive Committee. An "active" member **must** pay the dues by the January meeting to be considered for membership.

## Section 2

Members may secure a "Lifetime Membership" status by paying a fee of \$200.00. The member will still be responsible for the filing of a new information card each Fall. The "Lifetime Membership" fee may be changed as deemed necessary by the Executive Committee.

## Section 3

Honorary members shall *not* be required to pay dues.

## Section 4

Each member in good standing shall be entitled to cast one vote when a general membership decision is being made. Voting by proxy will be permitted when a member is unable to attend in person. A proxy vote will be accepted only if the voting representative presents a letter indicating such permission. This letter must be signed and dated for that specific meeting.

## Section 5

The following is a listing of some of the privileges granted to dues- paying members of the GCWCOA:

- a) Free admission by presentation of membership card at dual-meets at schools which honor these cards.
- b) One free admission by presentation of the current membership card at the Annual Greater Cleveland All-Star Meet.
- c) Senior members of a dues-paying member's team may apply to participate in the Annual Greater Cleveland All-Star Meet. (These dues must be paid no later than the January General Membership Meeting.)
- d) Member is eligible to be nominated to coach in the Annual Greater Cleveland All-Star Meet.
- e) Senior members of a dues-paying member's team are eligible to apply for the *Al Carroll Scholarship*.
- f) Members may seek and hold office in the GCWCOA.
- g) Member is eligible to be nominated for GCWCOA and/or Ohio "Coach of the Year" or "Official of the Year" honors.
- h) Member is eligible to be GCWCOA nomination for *Ohio Wrestling Hall-of-Fame* selection.
- i) Member is eligible to serve on any GCWCOA Committee.

This list is not exhaustive, and may be amended by the action of the Executive Committee via recommendation from the general membership.

-

## ARTICLE III

### Finances

## Section 1

:

Funds belonging to the Greater Cleveland Wrestling Coaches and Officials Association shall be received and promptly deposited with the Treasurer of the Association for further deposit in the appropriate financial institution. These funds are then to be expended through the Treasurer as directed by the policies put in place by the Executive Committee.

All expenditures must be approved by a member of the Executive Committee other than the Treasurer. Any expenditure over \$500.00 must be approved in advance by the Executive Committee.

## Section 2

The Association shall procure a Fidelity Bond to be paid out of Association funds to cover any member or officer who has access to the funds belonging to the Association.

## Section 3

When the office of Treasurer changes hands, or at any time when requested by the Association President, a full review of the financial status of the Association must be presented in writing.

# ARTICLE IV

## Committees

### Section 1

The following is a list of standing committees and the obligations of each:

a) **MEMBERSHIP COMMITTEE** - The Secretary shall serve as Chairman of the membership committee. The Secretary and/or his designee shall collect all information cards, issue all appropriate member- ship cards and collect and turn over to the Treasurer in a timely manner all dues paid to the Association.

The Secretary is further required to compile or have compiled an accurate up-to-date listing of all members. This list will be available for distribution by the April meeting of each year.

The goal of this committee shall be to maintain and increase the membership of the GCWCOA. The Secretary may select Committee Members as needed to help achieve this goal.

b) **OHIO WRESTLING HALL-OF-FAME COMMITTEE** - The two elected District

Representatives shall Co-Chair this committee. The Chairmen shall be required each year at the April general meeting to inform the general membership of the requirements and selection process for consideration for the Ohio Wrestling Hall-of-Fame, and provide the required application form (*addendum 1*) for the membership.

The Chairmen will further be required to represent any and all of the candidates submitted for consideration by the GCWCOA at the Hall- of-Fame Committee Meetings at the State Level.

The Chairmen will further be required to report to the GCWCOA at the general membership meeting the resulting information from the aforementioned Hall-of-Fame meetings.

c) **ALL-STAR MEET COMMITTEE** - The Immediate Past-President or his designee shall be requested to serve as Chairman of the All-Star Meet Committee. If the participation of the Past-President is not possible, a replacement will be sought by the Executive Committee.

The Chairman shall be responsible for organizing the entire All-Star Meet in accordance with the *All-Star Meet Handbook* which outlines the needs, requirements and due-dates for the event. This handbook is the property of the GCWCOA, and shall be passed to the next Chairman of committee.

d) **ALL-STAR BANQUET COMMITTEE** - The Executive Committee shall select a Chairman to head up the All-Star Banquet Committee. The Chairman shall be responsible for the organization and production of the Annual All-Star Banquet in accordance with the *All-Star Banquet Handbook* which outlines the needs, requirements and due-dates for the event. This handbook is the property of the GCWCOA, and shall be returned to the Executive Committee, with updates, following the All-Star Banquet in March. The All-Star Banquet Chairman shall work closely with the Treasurer and Secretary to run the Banquet.

e) **SCHOLARSHIP COMMITTEE** - The Executive Committee shall select the Chairman of The Al Carroll Scholarship Committee. This selection shall be limited to Al Carroll, himself, for as long as he chooses to chair this committee. The Chairman shall be responsible for submitting names of nominees to serve on this committee from the active roster of the GCWCOA to the Executive Committee. The Executive Committee shall select two nominees by majority vote to sit on the committee with the Chairman, screen applications, conduct interviews and make the final selection of recipients.

The Executive Committee shall pre-determine for the Selection Committee the total amount of dollars to be set aside for scholarship(s) for that current year, and how the money will be split, based on number of applicants. Every effort will be made to set aside at least one-half of the funds collected each year to allow the Association to endow all scholarships to ensure their continuation.

The *Al Carroll Scholarship* Selection Committee may not exceed the amount of Association dollars set aside by the Executive Committee for scholarships in any one year. The amount of money may vary year-to- year, based on funds raised. The Committee may, however, decide to spend *less* than the total

amount of funds appropriated.

It is the responsibility of the dues-paying member to obtain an application (*addendum 2*) before the end of the wrestling season. The Scholarship Criteria (*addendum 3*) must be followed in order for an applicant to be considered. Applications **must** be in the hands of the Selection Committee by April 20th, and the Selection Committee must notify the Executive Committee **and** each recipient of the final selections and scholarship amounts by June 1st.

Scholarship recipients will be given their first two years of college enrollment to meet the criteria established for receipt of the scholarship. Members may refer to *addendum 3* for more information.

f) **FUNDRAISING COMMITTEE** - The Executive Committee shall select a Chairman of the Fundraising Committee to solicit donations and organize fund- raising projects to benefit the GCWCOA. The Chairman may recruit committee members as needed to help carry out the projects. The funds raised will be earmarked by the Chairman for one of the Scholarship Programs.

Scholarship Programs sponsored by the Greater Cleveland Wrestling Coaches and Officials Association are established with the intent of being a permanent tribute to a member or former member. Scholarships may be added over time, but **not** to replace another which has already been established.

1) **The Al Carroll Scholarship** was established in 197?, as a tribute to the *only* secretary the Association had from 1948 through 1997. Al retired from 50 years of service to the Association following the 1997 season, and was also honored at the State level many times for years of dedicated service to the sport. Rules and criteria are spelled out in *addendum 2* and *addendum 3*.

2) **The Don Ferris Scholarship** was established in 1997 as a permanent tribute to a man who officiated wrestling in Northeast Ohio and the State for ? years. Don was a retired Cleveland Policeman and well-known for his exceptional ability to officiate with a consistent yet commanding demeanor. Don died on February 9, 1996, while officiating a dual-meet between St. Edward and Walsh Jesuit High Schools, two of the best teams in the United States.

## ARTICLE V

### Public Relations

#### Section 1

It is the responsibility of each member of the Greater Cleveland Wrestling Coaches and Officials Association to pursue as much positive Public Relations for the sport of wrestling as possible.

The Association recommends that each Head Coach maintains a continued positive interaction with local media sources by the use of phone, letter-writing, fax or press releases.

Furthermore, each coach is requested to submit to the Secretary of the Association a copy of that school's schedule and varsity roster for public relations and record-keeping purposes. (*addendum 4 & 5*)

Coaches are also requested to submit results of **all** competition on the forms provided (*addendum 6 & 7*) by fax or phone to the Plain Dealer, their local paper(s) and the Secretary of the association, as soon as possible after each competition.

Coaches are also requested to submit nominations for Wrestler-of-the-Week honors **each Sunday** to The Plain Dealer Sports Department at 999-4371, or directly to Pat Galbincea at home (333-5492).

## Section 2

The Secretary of the GCWCOA or his designee shall be responsible for coordinating all media coverage on behalf of the Association. This includes, but is not limited to, meeting dates & times, fundraising efforts, special awards or recognition and All-Star functions.

## Section 3

A monthly newsletter shall be mailed to all dues-paying members in the months of September, October, November, December, January, February, March and April. This newsletter will be used to re-cap the Association meetings, announce upcoming events and share inquiries regarding job openings or open dates.

Each Head Coach should request that their local media person become an Associate Member of the Association.