

MADISON NORDIC SKI CLUB YOUTH COMMITTEE

Article I -- Organization & Purpose

The name of this committee will be the Youth Committee. The Youth Committee, pursuant to Madison Nordic Ski Club (MadNorSki) Bylaw Article <<?>>, will work to develop plans, strategies, and policies for submission to the MadNorSki board for the development and operations of youth programs and to assist MadNorSki in the operation of the youth programs consistent with MadNorSki bylaws and Safe Sport policies.

Its roles include assisting in the development and supervision of programs for competitor development, improvement to the MadNorSki skier development pipeline; assisting with the decisions and coordinating scheduling of local, state, regional and national events in conjunction with the Central Cross Country Skiing and U.S. Ski & Snowboard staff. Additionally, the committee will work:

- To contribute sport expertise leading toward the realization of the vision and mission of MadNorSki

- To nominate a representative to the MadNorSki Board of Directors

- To meet monthly to plan and manage youth programs (Nordic Rocks, Nordic Kids, High School & Middle School Team)

- To create job descriptions for paid coaches, volunteer coaches, and parent volunteers

- To create team practice schedule and calendar

- To create and oversee youth programs budget

Article II -- Governance

Section 1: The Youth Committee is comprised of and will represent the interests of the athletic and recreational programs of the MadNorSki. Only current MadNorSki members are eligible for election or appointment to the Youth Committee and its subcommittees and/or technical working groups.

Section II: The Youth Committee is composed of the following members, selected without regard to race, color, religion, sex or national origin. The vote for representation to the Youth Committee will occur at the MadNorSki board meeting. All Youth Committee members have one vote (current member and in good standings).

- A chairperson, elected by the Youth Committee membership every two years, who may serve as the MadNorSki board representative

- A president of the MadNorSki board of directors or member of the MadNorSki board of directors appointed by the president of the MadNorSki board of directors

- A parent of the current member of the youth program

- A current volunteer coach or instructor

- Up to three at-large members, appointed by the MadNorSki board of directors

Section III: Appointments to the Youth Committee are conducted biennially by the MadNorSki board of directors.

Section IV: There will be no limit on the number of terms that any Youth Committee representative, subcommittee representative and/or working group member may serve.

Section V: In the event of a midterm resignation by a Youth Committee representative, subcommittee representative, or working group member, the MadNorSki board may appoint an interim replacement until the next MadNorSki board meeting.

Section VI: A Youth Committee representative may be removed, with or without cause, by a two-thirds vote of the entire MadNorSki board. The MadNorSki board may appoint an interim replacement until the next MadNorSki board meeting.

Article III -- Meetings

Section I: The Youth Committee will meet at least twice per year, with no less than 15 days notice by the chair

Section II: Additional meetings of the Youth Committee may be called at any time and for any purpose by the Youth Committee chair or by written request of three members of the MadNorSki board to the chair. A minimum of 7 days written notice of a special meeting will be given and specify the purpose for which the meeting is called. Action at any special meeting will be limited to considering the agenda item(s) specified in the written notice of meeting.

Section III: All notices of meetings will include the place, date, time, and agenda of the meeting. Any notice may be given by first class mail or by transmission by electronic means (fax or e-mail).

Section IV: A quorum for the transaction of business at any meeting of the Youth Committee will consist of a simple majority of voting members.

Section V: All voting members of the Youth Committee are entitled to one vote only. At any meeting duly called and held, a majority of the votes cast on a question by members who are present, will decide such question.

Section VI: Proxy votes will not be allowed.

Section VII: Members of the Youth Committee may participate in a meeting of the Youth Committee by means of a conference telephone call or similar communication method that allows all members participating to hear each other at the same time. Participation by such means constitutes presence in person at the meeting. Any action of the Youth Committee may be taken without a formal meeting when/if all members of the Youth Committee consent in writing to the adoption of a resolution authorizing an action.

Section VIII: The chairperson in accordance with Robert's Rules of Order will decide questions of order, except in the event of a conflict between these operating procedures and Robert's Rules of Order. In all cases, the operating procedures governing the actions of the Youth Committee and the bylaws of MadNorSki will prevail.

Section IX: No member of the Youth Committee will receive any form of compensation or reimbursement of travel expenses to Youth Committee meetings. However, the chair may request MadNorSki to reimburse reasonable transportation expenses.

Section X: It is the responsibility of every Youth Committee member to recognize and publicly acknowledge any issues of which they may have a conflict of interest, real or perceived, and to abstain from voting on any such issues.

Section XI: All Youth Committee meetings are open to MadNorSki members in good standing.

Section XII: An executive closed session of the Youth Committee may be held if approved by a majority vote of the Youth Committee members present to discuss matters of a sensitive nature.

Section XIII: Chair will be responsible for the accuracy of the minutes taken and their timely distribution to all Youth Committee members.

Section XIV: Proposed action items will be presented to the MadNorSki president in writing at least seven (7) days before a board meeting of the MadNorSki.

Article V -- Amendments

Section I: Amendments to these procedures may be proposed by any member of the Youth Committee. All such amendments to the procedures are subject to the approval of the Youth Committee by a two-thirds vote at a regular meeting and the approval of the MadNorSki Board.

Section II: Proposed amendments will be presented to the MadNorSki president in writing at least sixty days before a meeting of the Youth Committee.

Section III: Proposed amendments shall be presented as follows:

1. State who is proposing the amendment(s).
2. State in writing that portion of the existing text in its entirety, inclusive of all portions, which are to be considered for change.
3. Within the text of the above statement, show any new phrases or addenda with all words to be added underlined, new verbiage.
4. Within the text of the above statement, show any new phrases or addenda with all words to be deleted stricken through, ~~deleted verbiage~~.
5. A brief explanation of the reasons for the proposed amendment and the effect of the change, if adopted, must accompany the proposed amendment.
6. Unless withdrawn, proposed amendments prepared and circulated to all members of the Youth Committee less than thirty days in advance of a Youth Committee meeting will automatically be placed on the agenda for action at the next meeting of the Youth Committee, provided that there are at least thirty days before the next scheduled meeting.

Last revised May 7, 2018