

Bylaws

Of the Coalition of Campus YMCAs

I. Office

There shall be no registered office of the Association. The Association is a representation of Campus YMCAs that operate on college or university campuses across the United States of America.

The mission of CCY is as follows:

“The Coalition of Campus YMCAs is a nationwide organization that is committed to increasing the effectiveness of local campus YMCAs through opportunities for networking, education, and leadership development.”

II. Objectives

The Association shall vision:

- 1) Promoting quality and innovative program delivery
- 2) Providing leadership development within the Campus YMCA Movement
- 3) Building relationships with international and Campus YMCAs
- 4) Advocating for the Campus YMCAs in the YMCA Movement.

The mission shall be maintained as follows:

“The Coalition of Campus YMCAs is a nationwide organization that is committed to increasing the effectiveness of local campus YMCAs through opportunities for networking, education, and leadership development.”

III. Membership

Section 1 – Organizational Membership

In its membership, the Association seeks to include all campus YMCAs in the United States who are in support of the Association’s purpose. The qualifications for membership and office shall be in harmony with the purposes of the National Council of Young Men’s Christian Associations of the United States (YMCA of the USA). Furthermore, if the YMCA of the USA does not recognize an organization, it can become a member of the Association by a two-thirds vote of the Executive Committee, but this organization cannot hold an officer position in the Association.

Section 2 – Voting Membership

The right to vote shall be restricted to student members of organizations who have been in good standing for the entire year immediately preceding the vote. A student is defined as someone who has been enrolled in a college level course within the previous year, and is associated with the campus YMCA that he/she is representing.

IV. Fees

Section 1 – Establishing Fees

So that the purpose of the Association can be carried out, each member organization shall pay such dues as established by the Executive Committee and ratified by the Board. Such dues are to be paid by May 31, in order to guarantee Membership from June 1 of that year, to May 31 of the following year.

Section 2 – Waiving Fees

In keeping with the charitable purposes of this organization, it shall be the policy of the Association to provide a waiver or reduction based upon an organization’s ability to pay such entrance fees, service fees, or membership fees. Such waiver requests should be presented to the President of the Executive Committee, and requires a majority vote of the Executive Committee to be approved.

V. The Board

Section 1 – Board Membership

The Board shall consist of one student representative from each Campus YMCA in good standing with their respective Association. Any duly elected member of the Board shall be automatically removed from the Board upon failure to maintain membership in the Association.

Section 2 – Terms of Board Members

Board terms of office shall be one year. Student members of their respective Campus YMCAs may succeed themselves to a maximum term limit of four years.

Section 3 – Executive Committee

Elections will be held during the Annual Meeting to elect the Executive Committee. This Executive Committee shall consist of a President, Vice President, Secretary, Treasurer, and Staff Advisor.

Section 4 – Duties of the Executive Committee

The duties of said Officers shall include:

A) The Chair shall be the Chief Volunteer Officer of the Association, shall have the power to call meetings of the Board and of the Executive Committee, shall be responsible for holding the Executive Committee and the Board accountable for their commitments to each other and to Campus YMCAs, and shall preside at all meetings of the Association;

B) The Vice Chair shall serve in place of the Chair in his/her absence, head the committee of international outreach, and work with the Treasurer;

C) The Secretary shall see that official minutes are kept of all meetings of the Association's Board, Executive Committee, and full membership; shall be in charge of the web page; shall head a quarterly newsletter committee; shall appoint committees established by the Board or Executive Committee; and shall have the authority to affix the seal of the Association to corporate documents;

D) The Treasurer shall be responsible for cash flow oversight, shall oversee the general conference budget and the general operating budget of the Association, shall be responsible for reimbursements, shall work with the staff advisor closely on the conference budget and shall have the authority to affix the seal of the Association and to otherwise fulfill the duties of the Secretary in the Secretary's absence;

E) The staff advisor shall:

a. Assist with facilitating the annual Executive Committee meeting. This may include, but is not limited to, making arrangements for meeting attendees and facilitating various aspects of the agenda,

b. Convene a conference planning committee at the host site which must include student involvement,

c. Produce and distribute the conference report and newsletter, with oversight and input from the Secretary of CCY, for their term as staff advisor,

d. Serve as the primary contact for the YMCA of the USA concerning staff related CCY issues,

e. Host CCY funds and provide financial reports upon request of the Treasurer or the Executive Committee,

f. Report to the Executive Committee as needed,

g. Serve as a typically non-voting member of the Executive Committee, and voting only in the case of a tied vote,

h. Report and seek advisement surrounding the process and need for

scholarships.

The Staff advisor will have no vote as a member of the Executive Committee or Board, except in the case of a tie, in which the Staff advisor shall cast the deciding vote.

F) The Webmaster shall maintain the webpage, shall update all pages with current CCY information, shall keep in close communication with the Executive Board to receive updated information, and shall be addressed as master of all that is pertinent and useful.

In addition to the above-mentioned duties of officers, each officer is expected to oversee the entire Campus YMCA movement, attend meetings of the Board and of the Executive Committee, and appoint committees as he/she sees fit.

Section 4 – Meetings of the Board

Meetings of the Board shall be at the call of the Chair or the Executive Committee of the Board. Notice shall be sent to each member at least five days before the meeting. For meetings called by the Executive Committee, the five-day requirement may be waived. Three Executive Committee members must be present to constitute a quorum for a meeting of the Board.

VI. Elections

Section 1

During the Annual Conference, a ballot shall be made available to each member of the Board. Only those ballots returned by the date and time specified by the Executive Committee shall be counted.

Section 2

The Chair of the Executive Committee shall verify the execution of election procedures, supervise the counting of ballots, and report the results of the election to the Board.

Section 3

For each position, the person(s) having the largest number(s) of votes shall be elected subject to verification of their eligibility and willingness to serve. Ties in which more than two candidates were on the ballot shall result in another vote of the Board for that one position, with the only ballot choices to be the two or more persons whom tied for the most votes. If a tie cannot be broken after votes are cast twice, ties will be broken by a vote of the Executive Committee. Persons not elected will be given consideration to fill Executive Committee vacancies, serve on Board committees, and be nominated in the future.

Section 4

Newly elected Board and Executive Committee members shall assume their duties at an induction ceremony during the Annual Meeting.

VII. Meetings

Section 1

The Association shall meet at the call of the Chair, or upon written petition of two thirds of the Board.

Section 2

Meetings shall be held at a time and place determined by the Executive Committee, but any meeting held upon written petition shall be held on or before the thirtieth day after delivery of such petition to the Chair of the Executive Committee.

Section 3

At least ten days, but not more than thirty days before the date of a meeting, notice of the time, place, and agenda of that meeting shall be sent to each member of the Association at the address or email address shown for that member on the membership rolls.

Section 4

Three Executive Committee members must be present to constitute a quorum for a meeting of the Board.

Section 5

There shall be an Annual Meeting with date to be decided upon by the Executive Committee each year.

VIII. Fiscal Year

The fiscal year of the Association shall begin on the first day of January and end on the thirty-first day of December.

IX. Amendment

Amendments to the Bylaws may be made at any meeting of the Board, provided that a statement of the nature of the proposed amendment is included in the notice of the meeting—such notice to be given two weeks prior thereto. An amendment shall be adopted upon receiving two-thirds vote of the members present.

X. Rules of Order

Unless otherwise agreed to by members of the respective Boards and Committees, parliamentary procedure shall follow the latest edition of Robert's Rules of Order Revised.