



Sammamish Rowing  
Association  
Junior Rower Committee  
Bylaws

**ARTICLE I – GENERAL PROVISIONS**

- 1.1 NAME.** The name of the committee shall be “Junior Rower Committee” (JRC).
- 1.2 DESCRIPTION AND PURPOSE.** The purpose of the JRC will be to unify the rowing community at Sammamish and build bonds between all ages. This is meant to lay a good foundation for future rowers and build our culture. The intent in having juniors run this committee is to take more ownership in our experience for the athletes as well as bridging the gap between rowers and administration. We will strive as a committee to have the coaches be able to turn to the JRC with any problems needing to be solved regarding the junior program as a whole.
- 1.3 EFFECTIVE DATE OF THE AMENDMENTS TO BYLAWS.** The amendments to the SRA’s Bylaws contained herein shall become effective on January 14, 2019.

**ARTICLE II – MEMBERSHIP**

- 2.1 FISCAL YEAR.** The fiscal year of the JRC shall begin on November 1 and end on October 31, unless changed by majority vote of the JRC.
- 2.2 REMOVAL OF COMMITTEE MEMBERS.** In the event that the Committee wants to remove a member a vote must be called, and it must pass at a minimum of two-thirds majority.
- 2.3 VACANCY.** If a vacancy occurs on the Committee by reason of death, resignation, or otherwise, the Committee may either elect a Member to fill the Committee vacancy for the unexpired term or allow the position to remain vacant until the end of that position’s term.
- 2.3.1** A two-thirds vote of the entire Committee is required to elect a member to fill a vacancy.

**ARTICLE III – MEMBERS AND OFFICERS**

- 3.1 MEMBERS.** The JRC shall be governed by only eight members. The committee shall consist of all experienced captains. The other members are selected by the captains and the Executive Director, from each experienced team.
- 3.1.1** If one experienced team has more than two captains then they can only select one other member to be apart of the JRC.
- 3.1.2** The Executive Director’s function on this committee is as a liaison or a tie breaker in a voting situation.
- 3.1.3** If a captain does not think they are fit to fill out the position and responsibilities as a last result they can choose to not be a part of this committee. In the event of a captain opting out, the committee would select another candidate from the original pool.

**3.1.4** There are two types of memberships: Appointed Captainships and Selected Committee Members

**3.1.4.1** Appointed Captainships.

**3.1.4.1.1** The term of an Appointed Captain shall last as long as they hold the captain position.

**3.1.4.2** Selected Committee Members.

**3.1.4.2.1** The maximum term length is two years or until the member graduates. After a term a member can reapply for another term. The selected term must be continuous.

**3.2 COMMITTEE RESPONSIBILITIES.** The Committee shall have general charge and control of the affairs, funds, and property of the JRC, and shall carry out the mission of the JRC in accordance with these Bylaws.

**3.3 OFFICERS.** The Officers of the JRC shall be a Chair, Secretary, Treasurer, Novice Liaison, Events Coordinator, and Recruitment Officers. All Officers shall be Members of the JRC. No person shall hold more than one role at a time. The term of office for each Officer position shall be one year, or until the election and qualification of his/her successor.

**3.3.1 CHAIR.** The Chair shall preside at all JRC meetings and perform all duties of the Chair including conducting and facilitating the meetings. If the Chair is temporarily unable or unwilling to act, the Events Coordinator shall act in the Chair's absence. If neither the Chair nor Events Coordinator is able to preside at a meeting, the Committee shall select a Chair to act as the presiding Chair pro tempore.

**3.3.2 EVENTS COORDINATOR.** The Events Coordinator will be in charge of organizing events pertaining to SRA and its community.

**3.3.3 SECRETARY.** The Secretary shall attend all meetings of the members of the JRC and shall record the proceedings of such meetings. The Secretary shall give notice of all meetings at least 12 hours before the set meeting time and perform all other duties ordinarily pertaining to the office of the Secretary or delegated by the Chair or the JRC. If the Secretary is temporarily unable or unwilling to act at any meeting of the members, a fill in from the committee will take over the Secretary's responsibilities.

**3.3.4 TREASURER.** The Treasurer is in charge of managing and allocating the JRC funds. Also providing updates of our balance to the Committee during the first meeting of each month.

**3.3.5 NOVICE LIAISON.** Add representation and communication to the Novice teams.

**3.3.6 RECRUITMENT OFFICERS.** Head of outreach for outside the SRA community.

### **3.4 ELECTION OF COMMITTEE MEMBERS.**

**3.4.1** The application process requirements are to have gone through at least one Spring including competing at Regionals. The interested candidates must submit a personal statement and have two letters of recommendation. The application period is from the start of fall season to October 1<sup>st</sup>.

**3.4.1.1** One letter of recommendation shall be from a teammate or alumni and the other shall be from a coach, boss, or teacher.

**3.4.1.2** The JRC will determine annually what the specific application and interview process consists of.

**3.4.2** The selection period shall be completed during the month of October.

**3.4.2.1** Sitting members will be present on the application review process but captains will be the only ones with voting rights. In the occurrence of a tie breaker being needed the sitting members will come in and offer their vote. The Executive Director will act as a second tie breaker if need be.

**3.4.2.1** Interviews will be conducted by the Captains with the Executive Director present.

### **3.5 COMMITTEE MEETINGS.** Listed are the JRC meeting procedure rules.

**3.5.1 PARLIAMENTARY PROCEDURE.** Robert's Rules of Order shall prevail at all JRC meetings or meetings of Members.

**3.5.2** The Committee shall keep a record of all its meetings. The record shall be available for inspection by any member of the SRA at all reasonable times.

**3.5.3** The Committee shall meet a minimum of once a month during the academic calendar.

**3.5.4** A majority vote of the Committee Members in attendance at any meeting of the Committee shall be necessary on any question brought before it, except as follows:

**3.5.4.1** Removal of a Committee Member requires approval by two-thirds of the entire Committee.

**3.5.4.2** Any proposed amendment of the Bylaws shall require two-thirds vote of the entire Committee to approve.