

Township of Haverford

Resolution No. 2436-2025

Resolution of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania Establishing By-Laws for Crossroads Figure Skating Club.

Whereas, Crossroads Figure Skating Club, Inc, an independently organized 501(c)(3) organization, has operated United States Figure Skating Club #1107 using the Haverford Skatium as its official home rink for many decades; and,

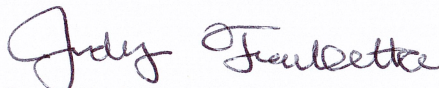
Whereas, until 2024 when a plan to dissolve was announced, the Club successfully served to promote encouragement, instruction, practice and advancement for all members in the discipline of figure skating while promoting the spirit of sportsmanship; and,

Whereas, the Township, in order to continue United States Figure Skating Club #1107, has established revised By-Laws to allow the Club to continue operations as an unincorporated entity under the management of the Township; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania, hereby adopts the By-Laws of Crossroads Figure Skating Club as shown in the attached Exhibit A.

Resolved this 13th day of January, 2025.

Township of Haverford



By: Judy Trombetta, President



Attest: David R. Burman, Township Manager/Secretary

EXHIBIT A
HAVERFORD TOWNSHIP BOARD OF COMMISSIONERS
RESOLUTION 2436-2025
JANUARY 13, 2025

BY-LAWS
CROSSROADS FIGURE SKATING CLUB (USFS CLUB #1107)

ARTICLE I

Mission

Crossroads Figure Skating Club ("CFSC") is an unincorporated club organized by the Township of Haverford (the "Township") for the encouragement, instruction, practice and advancement of all members in the discipline of figure skating while promoting the spirit of sportsmanship and camaraderie.

ARTICLE II

Board of Directors

The Board of Directors shall provide recommendation to the Township as to operation, policies, programs, and general affairs of the Club. Additionally, members of the Board shall adhere to all policies and procedures established by the Board and Township.

Number of Directors: The Board shall consist of seven (7) members. Each member of the Board of Directors must be at least eighteen (18) years of age. One member will be the Township Skating Director, three members will be appointed by the Township Board of Commissioners and three other Directors at large will be elected by adult representatives of the membership. The total number of members may be increased or decreased from year to year at the discretion of the Township.

Tenure: Directors shall serve a term of two (2) years and shall begin on July 1 and end on June 30. Directors shall serve staggered terms to balance continuity with new perspective.

Nomination, Appointment and Election:

Township Appointed: Candidates for the Township-Board appointed Directors shall self-nominate themselves by submitting a letter of interest to the Township Board of Commissioners when open positions are advertised.

Member at Large Election: Candidates for the Member at Large Director position shall self-nominate by submitting a letter of interest to the Skating Director when an open position is advertised. An election will be held by the membership and the nominee receiving the greatest number of votes shall be elected.

Vacancies, Resignations, and Removals

Township Appointed Director Vacancies: If an appointed position becomes vacant, the Board of Commissioners shall advertise the opening and appointment a replacement to serve for the balance of the term.

Director at Large Position Vacancy: If the member at large position becomes vacant, the members will hold a special nomination and election for a replacement to serve the balance of the term.

Resignation: A Director may resign at any time by filing a written resignation with the President of the Board.

Removal: Any Director may be removed at any time, and for any reason, by the Township Board of Commissioners, upon the recommendation of the Township Board of Commissioners.

ARTICLE III

Officers

Positions: There shall be four (4) elected officers of the Board of Directors: President, Vice President, Secretary, and Treasurer.

Duties of the President: It shall be the duty of the President to preside at all meetings of the Club and of the Board of Directors. The President shall be the main communicator with the Township Skating Director and Assistant Skating Director. The President shall have the authority to schedule the annual membership meeting and any special meetings, as deemed necessary.

Duties of the Vice President: It shall be the duty of the Vice President to assist the President in the discharge of the President's duties and in the President's absence to assume the President's duties and officiate in their absence. With the assistance of the Assistant Skating Director, the Vice President will also coordinate test sessions for Club members throughout the Club year.

Duties of the Secretary: It shall be the duties of the Secretary to prepare meeting agendas and keep minutes of all Club and Board of Director meetings. The Secretary is responsible to properly maintain any reports or correspondence related to the Club and to issue notices of all meetings. The Secretary must submit a meeting agenda within 24 hours of the meeting and send to the Township for official posting. The Secretary must also submit meeting minutes within one (1) week of the meeting to the Skatium Skating Director for official posting.

Duties of the Treasurer: All receipts and disbursements will be maintained by Haverford Township through its employees both in and outside of the Haverford Skatium. Each quarter, the Treasurer will receive a summary of membership dues paid and dues outstanding for review.

Nomination and Election: The election of Officers shall be held at the annual meeting of the Board, immediately following the election of the Board of Directors. Any member of the Board of Directors may self-nominate themselves for an Officer position. The newly elected Officers shall take office as of July 1 for a two (2) year term.

ARTICLE IV

Meetings of the Board of Directors

Regular and Annual Meeting: The Board shall meet at least four (4) times per year, one of which shall be the annual meeting, held in June of each year. Notice shall be given to each Director at least fifteen (15) days prior to the date of every regular meeting of the Board. Notice via email is acceptable.

Special Meetings: Special meetings of the Board of Directors may be called by the President or by a majority of the Board filing a written request for such a meeting with the President and stating the object, date, and hour therefore. Due notice of special meetings shall be given seven (7) days prior to such a meeting. Notice via email is acceptable.

Quorum: One-half plus one (1) of the Directors then in office shall constitute a quorum at any regular or special meeting of the Board of Directors, except where otherwise required by these Bylaws. Voting is by majority unless otherwise specified in these Bylaws. For the annual meeting, 20% of all current members will constitute a quorum.

Meeting Format:

- (a) Roll Call
- (b) Reading of Minutes from Previous Meeting
- (c) Report of the President
- (d) Unfinished Business
- (e) New Business
- (f) Adjournment

ARTICLE V

Staff

The day-to-day operations of the Club shall be performed by the Skating Director and Assistant Skating Director of the Haverford Skatium. These positions are employed at the sole discretion of Haverford Township and are supervised by the Skatium Operations Manager and Assistant Operations Manager.

The Skating Director will attend meetings of the Club and be invited to any special meetings called. At each regular meeting of the Club, the Skating Director will provide membership, special event, and testing information to the Board and membership.

The Skating Director, in collaboration with the Board of Directors, will design membership benefits and pricing structure, design and execute specialty programs, and design

marketing efforts for review by Skatium and Township management. The Skating Director shall coordinate testing opportunities for members and produce (2) showcase performance per year (HollyBerry and SpringFling).

ARTICLE VI

Membership

Candidates for membership: Candidates will apply to the Club through the online application process. Candidates will pay appropriate membership fees and be provided with a copy of the Club policies.

Suspension or Expulsion: The Board of Directors shall have the power (with majority vote) to recommend any member who violates Club policies or for conduct in which they deem detrimental to the Club. Final decision on expulsion or suspension shall be with the Skatium Skating Director. No member shall be expelled without the right to a hearing by the Skatium Advisory Board.

Classes of Membership:

- (a) Introduction: candidate must be recommended by an approved coach and never tested as a USFS Member.
- (b) Full Member
- (c) 2nd Club Member
- (d) Coach Member
- (e) Coach Affiliates Member

Annual dues and ice fees shall be established each year by the Township after consulting with the Club's Board of Directors. Dues are payable on the first of the Club year (or July 1). Any member in arrears will receive an emailed reminder. If the amount due is not paid within (30) thirty days, the member will be removed from the membership rolls.

No member of the Club shall make an entry in the name of the Club for competition or exhibition unless they are in good standing with the Club, obtain proper permission from the Club, and up to date on any and all fees due to the Club.

ARTICLE VII

Rules

Any recommendations from the Board of Directors pertaining to the operation of the Club and/or policies, offerings and benefits of Club members shall be presented to the Skatium's Skating Director for review and approval. No policies of the Club shall violate any established policies of the Township.

ARTICLE VIII

USFS Delegate

The Skatium Skating Director will serve as the USFS Delegate and be the representative between the Club and USFS and shall attend the Government Council meeting, either in person or by proxy. The Club shall file a certificate of such appointment with United States Figure Skating.

ARTICLE IX

Membership in USFS

The Club shall maintain its membership in the USFS and conduct its affairs in a manner consistent with the bylaws of that organization. Club members are required to be members of the USFS and shall conduct themselves in a manner consistent with the codes and ethics as stated by the USFS and the United States Olympic Committee.

ARTICLE X

Change in Entity

Crossroads Figure Skating Club, Inc, a 501(c)(3) organization, will be “dissolved” as of December 31, 2024 by its Board of Directors and Officers. Crossroads Figure Skating Club will continue to operate under these revised By-Laws as an unincorporated club of the Township of Haverford and continue operating as USFS Club #1107 effective January 13, 2025 (with adoption of Resolution 2436-2025). The home rink will remain at the Haverford Skatium, located at 1008 Darby Road, Havertown, PA 19083.

ARTICLE XI

Conflict Resolution

The Club recognizes that disputes and differences between club members and coaches may occur. The Board of Directors recognize that there may be differences in personalities which will be tolerated. However, in instances where conflicts cannot be resolved between the parties, the following policy will be followed:

The Board of Directors will ask two individuals not involved in the conflict to serve as mediators.

Mediators will meet with the parties and/or request each party to submit a written statement responding to the following questions:

- a) What is the conflict?
- b) What are the issues involved in the conflict?
- c) Who are the individuals involved in the conflict?
- d) Does the conflict involve the Club or its members?

- e) When did the conflict begin and how long has it been going on?
- f) What would you consider to be an acceptable resolution to this conflict?
- g) If the conflict cannot be resolved, what would you expect to happen next?

Should the conflict continue unresolved, the Mediators would then summarize their findings in a detailed report to the Board with their recommendations for resolving the conflict. The report should include the following information at minimum:

- a) Explanation of the conflict as described by the parties involved
- b) Names of the parties involved in the conflict
- c) Expectations of the parties involved
- d) Recommendation(s) for resolving the conflict

The Board will then review the report and prioritize recommendations. If possible, the one top priority resolution should be identified.

Designated Mediators and/or Director will then meet with the involved parties, provide copies of the report to each party and attempt to reach an agreement with said parties on resolution of the conflict.

Designated Mediators and/or Directors and grieved parties will review the progress of conflict resolution in a follow-up meeting within a specific time period.

If the conflict is resolved satisfactorily, a detailed report will be annotated and retained by the Club for six (6) years. If the conflict persists, the mediators and grieved parties will meet again with the Board of Directors and discuss additional solutions.

If the conflict remains unresolved, the Board of Directors will seek advice of the membership liaison in the area. As a last resort, the Board will consult with USFS Grievance Committee Chair for recommendation.

ARTICLE XII

Liability and Indemnification

Members of the Board of Directors, Committees, the Township, and Officers:

- (a) shall not be liable to any member as a result of any actions taken or omitted to be taken in such capacities, for any mistake in judgment, negligence or otherwise, except for their willful misconduct or gross negligence
- (b) shall have no personal liability in contract to a member, or to any other person or entity, under any agreement, instrument or transaction entered into or executed by them on behalf of the Club
- (c) shall have no personal liability, direct or imputed, to member, or any other person or entity, by virtue of acts performed by themselves or by agents, employees or contractors employed or retained by them, on their behalf, in their official capacity, except for their

own willful misconduct or gross negligence

(d) shall have no personal liability arising out of the use, misuse or condition of any property owned by the Club or the Township or any part thereof, which might in any way be assessed or imputed to them as a result, or by virtue of, their capacities as such.

(e) the members of the Board of Directors shall stand in a fiduciary relation to the Club and shall perform the duties as such a member, including duties as a member of any committee of the Board of Directors upon which such member may serve, in good faith, in a manner such member reasonably believes to be in the best interests of the Club, and with such care, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances.

The Township shall indemnify each of its Board of Directors members, officers, employees, volunteers, advisors, committee persons, any Club membership, and/or employees, officials, and officers of Haverford Township (collectively, "Indemnified Parties") whether or not then in service, against all reasonable expenses actually and necessarily incurred (including, but not limited to, attorney's fees and disbursements) in connection with the defense of any litigation to which the individual or entity may have been a party because the individual or entity is or was a member of the Board, officer, volunteer, advisor, member of the Club, employee or other Indemnified Party of the Club or Township. The individual/entity shall have no right to reimbursement, however, in relation to matters as to which such an individual has been adjudged liable to the Club. The right to indemnity for expenses shall also apply to the expenses of suits which are compromised or settled if the court having jurisdiction of the matter shall approve such settlement. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to that which such Board member, officer, or employee may be entitled.

These provisions shall not apply to the responsibility or liability of an Officer, Director, volunteer, or other Indemnified Party pursuant to any criminal statute.

ARTICLE XIII

Amendments

Amendments to these Bylaws may be proposed at a regular meeting by a majority of all Directors then in office, provided that notice of the proposed amendment, together with a copy thereof, shall be distributed to each Director at least fifteen (15) days prior to the meeting at which the amendment is to be considered. Any successfully proposed amendments would then go before the Skating Advisory Committee and Board of Commissioners for ratification. No amendment shall be deemed effective unless and until ratified by the Township Board of Commissioners.

ARTICLE XIV

Dissolution

As Crossroads Figure Skating Club is now organized as an unincorporated commission of the Township of Haverford, no formal dissolution clause is necessary as any assets of the Club would be in the name of the Township of Haverford, a political subdivision of the Commonwealth of Pennsylvania.

ARTICLE XV

Public Notice

As Crossroads Figure Skating Club is now organized as an unincorporated commission of the Township of Haverford, all meetings are open not only to membership but any interested member of the public and must be advertised in accordance with the Home Rule Charter of the Township. All meeting agendas and meeting minutes must be available for public viewing through the Township website. Any documents or records pertaining to CFSC are subject to Right to Know laws as issued by the Commonwealth of Pennsylvania.