

### **Cal South Affiliate Member Bylaw Assistance and Drafting Packages**

With the assistance of the Cal South board, The Law Firm for Non-Profits has developed two packages to assist the boards of directors of Cal South's Affiliate Member to write new or revised bylaws that are both fully compliant with the law and reflective of how each Club or League's board wants its corporation to be governed.

Package A is designed for the majority of Affiliate Members. Package B is designed for Affiliate Members that want special provisions. Both are for a set, fixed price.

Package A includes:

- Explaining the items in the questionnaire and helping the Affiliate Member (through one or more representatives of its board) create finely tuned answers to each item;
- Drafting custom bylaws that satisfy all of the governance desires of the Affiliate Member. The first draft will include extensive annotations to help directors, and if appropriate, members, understand why certain provisions are as stated. This is particularly helpful when provisions are required by law that otherwise may not be desired;
- A phone meeting with the board or a committee of the board to review the draft bylaws and answer director questions;
- Revising the draft bylaws as directed by the board; and
- Providing an FAQ to help explain the new bylaws to the league/club members, if appropriate.

The cost for Package A is \$1,500.

Package B includes all of the above. Additionally, we will draft custom provisions to address specific interests or needs of the league/club, such as:

- Detailed standing committee descriptions and composition;
- Nonstandard officers (e.g., e.g., tournament director, sponsorship director, director of fields, etc.);
- Subdivisions with voting or other rights (akin to Cal South's districts);
- Nonstandard and unusual member rights; and
- Administration and management provisions (that ordinarily are not included or inappropriate for bylaws).

The cost for this package is \$2,500, owing to the additional work that will be required to further customize the bylaws.

Please phone or email Arthur Rieman, Managing Attorney, at 818-623-9898 or [arthur@lfnp.com](mailto:arthur@lfnp.com), if you have questions. To get started, email or call, or complete the form on the back of this page.

If your Club or League would like The Law Firm for Non-Profits to assist it with revamping its bylaws, please complete this form then scan & email or fax it to the firm:

League/Club Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

Contact Person/Title \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email Address \_\_\_\_\_

Do you have voting members: YES \_\_\_\_\_ NO \_\_\_\_\_

Which Package: A \_\_\_\_\_ B \_\_\_\_\_ Not Sure \_\_\_\_\_

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