

**Cape Pirates Rugby Club**  
**2018-2019 Handbook and By-Laws**

**Mission Statement**

*The purpose of the Cape Pirates Rugby Club is to be a charitable sports organization for the youth of Brevard County which promotes the development, participation, and enjoyment of the sport of rugby. It provides a fun, safe, and inclusive environment for the building of character and athleticism while fostering a sense of community and sportsmanship.*

**Thanks from Cape Pirates Rugby Club**

Cape Pirates Rugby Club (CPR) would like to thank Brevard County Parks and Recreation for providing our home game and practice fields.

Home field – Provost Park @ 400 Varr Ave. Cocoa, Florida 32922

**Executive Board**

<b>Position</b>	<b>Name</b>	<b>Phone Number</b>	<b>E-mail Address</b>
President	Steve Roper	407-467-6772	roperplb@bellsouth.net
Vice-President	John Rothwell	321-506-2540	jwrothwelliii@gmail.com
Secretary	Christine Ferrer	321-795-7979	christineferrer2@gmail.com
Treasurer	Ann Hinkley	321-501-2861	annabannana0709@aol.com

**Board Appointments**

Disciplinary Board	Steve Roper	407-467-6772	roperplb@bellsouth.net
	Mike Nevin	321-698-6355	<a href="mailto:kiwimate@bellsouth.net">kiwimate@bellsouth.net</a>
Referee Liaison	Mike Nevin	321-698-6355	<a href="mailto:kiwimate@bellsouth.net">kiwimate@bellsouth.net</a>
Match Secretary	Raymond Campion	321-626-3556	rjcampion@bellsouth.net
Administration	Brian Laughlin	321-917-7205	brianlaughlin@me.com
Marketing	Brad Hill	904-333-1062	bhillarch@gmail.com
Coaches U-19	Allen Hinkley	321-302-3505	allenhinkley@yahoo.com
	Raymond Campion	321-626-3556	rjcampion@bellsouth.net
	John Schwarz	845-548-2898	johnmschwarz@gmail.com
Coaches U-15	John Rothwell	321-506-2540	jwrothwelliii@gmail.com
	Raymond Campion	321-626-3556	<a href="mailto:rjcampion@bellsouth.net">rjcampion@bellsouth.net</a>
Coaches U-11 & 13	Corey McFarland	321-474-4593	McFarlandCorey172@yahoo.com

### Letter to the Parents

I would like to welcome all players, parents and coaches to the 2018-2019 season. In 2011, Cape Pirates Rugby Club created their inaugural team on the coast of Brevard County. This team consisted of players from Brevard County High Schools with coaching staff from Brevard County.

As coaches, when teaching a full contact sport, we need to do so in a safe and professional manner. I hope that we are able to teach not only the game of rugby, but also life lessons to our young players that joining a program like ours can do. Rugby has some traditions that make this one of the more unique sporting experiences the players will ever have. With it, he or she, immediately joins a worldwide fraternity of players with a common love for a game from around the world.

Steve Roper

President, Cape Pirates Rugby Club - 2018

“Rugby is a lot more than knocking them down, it’s also about lifting them up.”

Jeff Glor, CBS News Correspondent (CBSNews.com)

### Parent Information

**Insurance claims:** At the beginning of the 2012 season, USA rugby included supplemental medical insurance with the registration of each player, referee, coach, and administrator. This medical insurance only relates to rugby related injuries whether they occurred during regular season play, practice, or off season and seven's tournaments. It is imperative that each player, coach, or volunteer be registered as a member of USA Rugby in order to receive benefits and to ensure that each team is in good standing with USA rugby. For more details please visit the USA Rugby website at [www.usarugby.org](http://www.usarugby.org).

In the event of an injury, please document the injury, and seek immediate medical attention. Then notify the coaches/administrators of the club.

**Friendly games:** From time to time we will pick up a game or two not on our league schedule. No red card suspensions will be served in any friendly/scrimmage/practice games(s). Friendly games are just that, pick-up, scheduled, scrimmage. Interclub games must be officiated by an assigned, licensed referees, and the players are still subject to being issued cautions and red cards.

**Gum guards:** Players (youth and high school) **must** wear gum guards (i.e mouth guards). Coaches and Referees will prevent or remove any player from any competition who does **NOT** wear gum guards. This also includes tournaments sanctioned by USA Rugby or the Union. Practices, scrimmages, and training should include gum guards.

**Jewelry:** Watches, bracelets, earrings, rings, body piercing, and hair beads are **NOT PERMITTED** on the playing field. Please, do not ask the referee or the coach if it's okay to wear them.

**Volunteers:** Volunteers are the life support system for the club. If you are interested in volunteering, please talk to the officers or coaches of the club. As a newly instituted policy of USA rugby, all volunteers will be required to be registered. This registration includes a background check through USA Rugby of the individual so as to minimize potential exposure to predators of children. As of 2018, Brevard County also performs their own background check.

**Uniforms:** The jerseys for the team are provided by the club for game day. These jerseys will be used by all players depending on need. They will be returned to the coaching staff/administrator following the game for cleaning. These can be loaned out at the final practice to be worn at the school for team exposure and player pride in their sport.

Shorts will be required that match the shorts of all the other players. On that note, the team will purchase shorts and socks from dues and sponsorship moneys and will be given to players in good standing with the club.

Footwear required by players must meet the minimum following specifications for safety reasons. They cannot have steel studs and cannot have a steel or aluminum toe cleat. Aluminum studs and rubber molded studs are acceptable. If a rubber molded boot has a toe cleat it can be deemed acceptable. Ultimately, the referee has final say in this as he is responsible for game safety. Any soccer cleat or rugby specific boot is acceptable. Football cleats, provided they meet the above criteria, are acceptable. If in doubt, ask the coach.

**Code of Conduct:** In this day and age of youth sports, we've seen some pretty unattractive behavior of spectators, fans, players and even coaches at youth sporting events. This is not just an American issue, but worldwide as well. As a club, the purpose of all youth sports is simply to give an outlet to kids to enjoy themselves, while at the same time learning many of life lessons that they might never be exposed to. Learning about respect, teamwork, working within one's self and others' limitations is key to the psychological development of the player.

Rugby, by its nature, is a game of contrasts. It is a game where discipline is the expectation when emotions are at their highest. It requires mental, as well as physical strength. We owe it to all the kids playing, not just our own teams, to be respectful and encouraging to all. Cheer on good play, prop up those needing encouragement, and keep all comments positive.

For this reason, we are asking each player, coach, and parent to sign a code of conduct form before the season begins. In signing this form, it is an acknowledgment of each person's responsibility to act accordingly.

**Dues:** Unfortunately, for any organization, sometimes fees are required. Dues from the players will be needed to pay for field usage, referees, administrative costs, websites, advertisements, player uniforms and field equipment. Dues will be set by the Board for the upcoming season. See DUES AND FINANCES for dues structure.

### Rules of Operation

- The club shall be affiliated with and adopt the rules and regulations established by USA Rugby and the Florida Youth Rugby Union (FYRU). The club will also abide by the playing regulations of the FYRU State Based Rugby Organization for competition.
- The club shall have jurisdiction over its internal affairs, except as herein provided. The team shall take all precautions necessary to prevent disorder at games. Failure to comply shall be referred to the Board for appropriate action.
- No dispute or claim, protest and/or appeal shall be presented to, or defended by this club except by the member club director or designated representative.
- Clubs or teams using a suspended or an unregistered player on their roster may be penalized, up to and including suspension from the Union.
- Home teams are responsible for providing the field of play.
- CPR shall establish a funds account to cover expenses generated by Union activities. Approval of the fees will require a simple majority vote of members in good standing.

## HANDBOOK AND BYLAWS

- Teams shall be established in accordance with the FYRU Rules and Regulations in order to be eligible to compete with other clubs.
- CPR shall establish a calendar containing the dates for games and tournaments involving inter-club play.
- Penalties for violation of CPR By-Laws and Rules and Regulations shall be determined by the Disciplinary Chairman/Board. Appeal may be brought forth and disposition shall be made by majority vote of the Board.
- The league shall schedule or authorize a scheduling body for all inter-club games, both recreational and competition.
- Referees for inter-club play shall be assigned by FYRU Rugby Union referee assignor.
- The CPR Executive Board shall consist of a President, Vice-President, Secretary, and Treasurer. Appointed by the Board positions are Disciplinary Chairman, Referee Liaison, Master Scheduler, Head and Assistant Coaches. These individuals will be the officers of the CPR Board.
- Any Board Member may be removed from office for any of the following:
  - Failure to perform duties as specified.
  - Unexcused absence from two or more Board meetings or General membership meetings. Reason for planned absences shall be given to the President, verbally or in writing, at least 24 hours prior. Reasons for absences due to personal or professional emergencies shall be given to the President prior to the next scheduled Board or General Membership meeting.
  - For speech or actions which are contrary to the Club's purpose and objectives as stated.
- The term of office for the CPR Board officers shall be for a period of one year beginning in August, except the President who shall serve a two year term.

### **Dues and Finances**

Subscription (Dues) of the club will be a fixed sum as determined by the Board at the annual meeting. The dues can be paid on a minimum of a quarterly basis. These club dues will be in the amount of \$85 (U11, U13, & U15) or \$105 (U17 & U19) for the rugby season (or year). In addition, CIPP dues are handled by Florida Youth Rugby Union and USA Rugby and are in the amount of \$50 (U11, U13, & U15) or \$60 (U17 & U19) for the 2018-2019 season. In the event of financial hardship, a discrete, non-public, vote of the Executive Board is required to allow a player member to remain in good standing.

### **Cape Pirates Rugby Executive Board**

Each Executive Board member has one vote, with the President voting in the event of a tie in all matters related to the operation of the club.

In the event of matters related to items outside of operation of the club, or as deemed necessary by the Executive Board to bring to the general membership a majority vote, representation from the players is required as long as the members are in good standing with the club.

### **Player Representation**

Each player in good standing with the team shall have one (1) vote (hereafter called the eligible vote) when team votes are required. Players can appoint or elect a player representative to support meetings of the Board.

### **Minimum Duties of the Executive Board Officers**

President:

- Call all meetings for the Executive Board and General Meetings
- Represents the Club at all outside activities, functions, and meetings
- Communicates with the local Union
- Communication on a routine basis with the Executive Board and the Coaches
- When needed provides the tie breaker vote for all club matters or appeals

Vice President:

- Takes the place of the President when needed
- Supports all meetings of the Executive Board and supports all other meetings as needed in lieu of the President

Treasurer:

- Maintains the funds for the club
- Develops, presents, and maintains the club yearly budget
- Shall require two (2) signatures for any checks over \$1000.00
- Coordinates with financial donors to the club and provides tax information as requested
- Provides a treasurer's report at least annually at a scheduled board meeting

Secretary:

- Club records person
- Assists the President as needed
- Provides current club information to club members using social media, website, or other means
- Takes minutes of all meetings

- Will be responsible for registration with USA Rugby and FYRU (CIPP)

### **Minimum Duties of the Executive Board Appointees**

#### Head Coaches:

- Responsible for setup of practices, player development, and match strategy
- Reads and understands the laws of the game
- Is responsible for the conduct of the players both on and off the pitch
- Coordinates game day activities related to playing the match
- Will be registered with USA Rugby through CIPP
- Must meet USA Coaching Certification minimum level (Level 200)
- Will have background check as required and provided by USA Rugby and Brevard County

#### Assistant Coaches:

- Supports and provides all the duties of the Head Coach
- Will be registered with USA Rugby thru CIPP
- Will have background check as required and provided by USA Rugby and Brevard County

#### Disciplinary Chairperson:

- Responsible for matters associated with player, coach, Board, or parent discipline
- Responsible for determining and enforcing sanctions, penalties, or fines as deemed necessary
- Ensure club is compliant with the FYRU Rugby Union or USA Rugby National organization disciplinary requirements. In absence of any information, coordinates with Disciplinary Chairpersons from other Unions to determine proper discipline/sanctions.

#### Referee Liaison:

- Coordinates with Florida's Referee Association's Head Referee on matters pertaining to the laws of the game.
- Will be the primary contact between the club and the head of the referee association.

#### Match Secretary:

- Coordinates with the FYRU Match Secretary for league sanctioned matches
- Coordinates with other team Match Secretaries/representatives for scrimmages
  - Does not preclude the coach for setting or rescheduling matches

### Committee Members:

- Assigned or volunteered club members assist with projects as determined by the Executive Board



**CAPE PIRATES RUGBY CLUB  
BY-LAWS**

The by-laws of the Cape Pirates Rugby Club are herein described.

**ARTICLE I.**

These By-Laws set forth the structure by which the Cape Pirates Rugby Club shall operate. They may be amended and/or repealed at the announced and scheduled meetings of the Board, by a two-thirds majority of the eligible votes of the members present, providing there is a quorum. If a quorum is not available, the amendment and/or application for repeal shall be tabled until the next regularly scheduled meeting of the Board. Each member of the Board must receive written notice of the proposed change at least ten (10) days prior to the meeting at which the proposed action is to be taken. A quorum shall be 51% of the total eligible votes. (Eligible votes are described in Article III.)

**ARTICLE II.**

**PURPOSE**

The purpose of the Cape Pirates Rugby Club, hereafter called the CPR, shall be to promote the development, participation, and enjoyment in youth rugby.

**ARTICLE III.**

**CPR BOARD**

The CPR Board, hereafter called the Board, shall constitute the CPR governing body. It shall operate within the confines of these By-Laws and CPR Rules and Regulations, and shall not assume any authority or responsibilities unless these By-Laws and Rules and Regulations are amended by the CPR membership.

The Board shall consist of a President, Vice-President, Secretary, and Treasurer as a minimum. Each Board member has one vote, with the President voting only in the event of a tie. Representation from the players is required as long as the member is in good standing with the club. Each player representative shall have one (1) vote (hereafter called the eligible vote) when team votes are required.

**ARTICLE IV.**

**MEETINGS**

CPR shall hold quarterly meetings per year at a site designated by the Board.

**ARTICLE V.**

**RULES OF OPERATION**

Will be as specified in the Rules of Operation in the Handbook of CPR.

**ARTICLE VI**

**DUES AND FINANCES**

Subscription (Dues) of the club will be a fixed sum as determined by the Board at the annual meeting. The dues can be paid on a minimum of a quarterly basis.

In the event the Cape Pirates Rugby Club disbands or is otherwise no longer operating, all remaining funds will be turned over to either a local club or the governing Rugby Union for the continued development of rugby within the state of Florida.