

**CONSTITUTION & BY-LAWS  
OF THE  
SCHNECKSVILLE PLAYGROUND ASSOCIATION**

**June 18, 2015**

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## **ARTICLE I - NAME**

This association shall bear the name - "**Schnecksville Playground Association**"

## **ARTICLE II - OBJECTIVES**

### **A. *The Objectives of the Association Shall Be:***

1. Provide opportunities for youths to participate in team sports in a safe, well-supervised environment.
2. Promote the ideals of good sportsmanship, fair play, teamwork and "healthy" competition.
3. Operate with priorities in the following order:
  - a) Provide the opportunity for everyone to play.
  - b) Always promote having fun and learning ahead of winning.
  - c) Strive to develop the confidence and self-esteem of each individual participant.
  - d) Maintain a strong-non-competitive program for all beginning and less-skilled players.
  - e) Provide situations where players are competing within an appropriate skill level.
  - f) Provide opportunities for higher level competition for players whose skills can benefit from such competition.

## **ARTICLE III - RULES AND GUIDELINES**

### **A. *Rules and Guidelines:***

1. The Board of Directors can establish, interpret and enforce rules and guidelines as long as they are consistent with these By-laws.
2. Rules and guidelines should be put in writing and should be presented to the Association members at the next monthly meeting.
3. Whenever rules or guidelines conflict with the By-laws, the By-laws shall apply.

## **ARTICLE IV - AFFILIATION**

### **A. *Soccer:***

1. The Association is a member of the Eastern Pennsylvania Youth Soccer Association (EPYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF).
2. The Association will make all attempts to work within the framework of these organizations. Any occurrence within the soccer program, not specifically covered by the By-laws of the Association or its various rules, shall be covered by the rules of the EPYSA, USYSA, USSF or FIFA.
3. The Association may further affiliate as deemed advisable by the Board of Directors.

**B. Softball:**

1. The Association is a member of the American Softball Association (ASA).
2. The Association will make all attempts to work within the framework of this organization. Any occurrence within the softball program, not specifically covered by the By-Laws of the Association or its various rules, shall be covered by the rules of the American Softball Association (ASA).
3. The Association may further affiliate as deemed advisable by the Board of Directors.

**C. Baseball:**

1. The Association may affiliate in the future as deemed advisable by the Board of Directors.

**D. Basketball:**

1. The Association may affiliate in the future as deemed advisable by the Board of Directors.

**E. Lacrosse:**

1. The Association may affiliate in the future as deemed advisable by the Board of Directors.
2. The Association will make all attempts to work within the framework of this organization. Any occurrence within the lacrosse program, not specifically covered by the By-Laws of the Association or its various rules, shall be covered by the rules of U.S. Lacrosse.

## **ARTICLE V - BOARD OF DIRECTORS**

**A. Membership of the Board**

1. The Board shall consist of the following:
  - a) Elected Officers:
    - 1) President
    - 2) Vice-President
    - 3) Treasurer
    - 4) Secretary
    - 5) Webmaster
  - a) Six (6) At-Large Members
  - b) Each Sports Coordinator
  - c) Neffs Playground Coordinator

**B. Duties of the Board.**

1. The Board shall have the responsibility of conducting the business of the Association during the time between annual Association meetings.
2. The Board shall hold regular meetings of the Board, with all members notified in advance.

3. Meetings of the Board shall be a quorum when at least one-half of the voting members of the Board are present. All decisions shall be determined by a majority vote of all those present and voting unless defined otherwise in these By-Laws. No individual, regardless of how many Board positions he/she holds, shall ever have more than one vote. The presiding officer shall vote in the event of a tie in order to resolve the issue at hand.
4. The Board shall report on activities at monthly meetings of the Association. The Board shall also present minutes of all Board Meetings held since the last monthly meeting of the Association.
5. The Officers and At-Large Members elected to the Board shall appoint Coordinators for each sport. These Coordinators shall become voting members of the Board as soon as they are appointed.
6. After appointing Coordinators, the Board shall appoint individuals to the following positions as deemed necessary:
  - a) Soccer Uniform Coordinator
  - b) Baseball / Softball Uniform Coordinator
  - c) Fund Raiser
  - d) Assistant Soccer Coordinator
  - e) Assistant Baseball Coordinator
  - f) Assistant Softball Coordinator
  - g) Assistant Basketball Coordinator
  - h) Registrar
  - i) Other positions as deemed necessary for proper Association functioning.
7. The Board shall review and render a decision to decide any conflict of interests. Such decisions will be considered final. (A conflict of interest may exist when the interests or concerns of any director, officer, for coordinator, or said persons immediate family, or any party, group or organization in which said persons hold a position as an employee, officer, director, or partner, may be seen as competing with the interests or concerns of the Association.)
8. The Board shall appoint the Rules/Guidelines Committee, Grievance Committee, and any other committees deemed necessary for proper Association functioning.

### ***C. Election of the Board***

1. Association Officers and At-Large Members of the Board of Directors shall be elected at the Annual Meeting of the Association held in November, and shall, serve as follows:
  - a) Officers: One-year terms
  - b) At-Large Members: Two-year staggered terms. Three positions will be elected each year.
  - c) Upon approval of these By-Laws, the At-Large Board Members initially elected shall serve as follows:
    - 1) 3 will serve until November, 1992
    - 2) 3 will serve until November, 1993
2. The Board in office shall establish a Nominating Committee of at least 3 Members of the Association to ensure that there is at least one individual running for each elected position.
3. Members of the Board shall be elected only if they are personally present unless written notice has been filed with the Secretary expressing an interest in a particular position.
4. When more than one individual is running for a specific Officer's position, the voting for that specific position shall be by secret ballot. When only one individual is running for a specific position, the election shall be by voice vote. A simple majority of votes by all Association Members present and

voting is necessary for election. If no nominee receives a majority, a run-off election will be held between the two nominees receiving the most votes.

5. No names will be placed in nomination until the Annual meeting begins. All names will be placed in by nomination from the floor.
6. The Officers will be elected before the At-Large Members are elected. Each office will be voted upon individually, with the winner being determined before the next office is voted upon. Nominations for a given office will be made after the election for the preceding office has been completed. An individual losing an election is eligible to run for an office or At-Large Board position voted upon later. The order of elections will be as follows:
  - a) President
  - b) Vice President
  - c) Treasurer
  - d) Secretary
  - e) Webmaster
7. All At-Large Board Memberships with the same term shall be voted upon simultaneously. If memberships with different terms are being voted upon, the memberships with the longest terms shall be voted upon first. All nominations shall be made for the positions with the longest terms. Each Member of the Association is eligible to vote for as many nominees as there are positions to be filled. Nobody can vote for the same nominee more than once. Voting shall be by secret Ballot. Nominees receiving the most votes will assume the Board position. There will be no run-off elections.
8. The sequence in Section C.7. above shall be repeated for positions with shorter terms. An individual losing the previous At-Large Board position election is eligible to run for At-Large Board positions with shorter terms.
9. All elected officers shall assume office effective at the end of the meeting at which they are elected.
10. Sports Coordinators shall be appointed as defined in Section B.5. If a Member of the Board is appointed to be a Sport Coordinator, a replacement Member will be elected or appointed.
11. At-Large Members of the Board, whose terms are not expiring at the close of the Annual meeting in progress, shall be responsible for collecting and counting votes and for reporting results. If there are less than three (3) such Board/Members present the Presiding Officer shall appoint members of the Association as substitutes.

***D. Removal of an Individual from the Board***

1. Any member of the Board of Directors may be removed from office by a 2/3 vote of all of the Association Members, present and voting, at either an Annual Meeting or a Special Meeting called for this stated purpose in accordance with these By-Laws.
2. The voting on removal shall be by secret ballot.
3. Removal of a Member from the Board does not affect the status of rights of the individual, or of any relatives, except the loss of Office.
4. If a Member of the Board shall be removed in accordance with this section that Office shall immediately be declared vacant. Such a vacancy shall be filled in accordance with the method prescribed in Section E below.

**E. Filling Vacancies**

1. If a vacancy shall exist in any position on the Board of Directors for any reason, the Board shall elect a replacement. Election shall be by a majority of all Board Members in office.
2. Any vacancy shall be filled for the remaining portion of term only.

**F. Duties of the Officers**

President

- a) The president shall supervise all activities of the Association and the work of the Board of Directors.
- b) He/she shall preside at all meetings of the Board and the Association.
- c) The President is the general representative of the Association in all legal and other matters.
- d) The President is an "ad hoc" member of all committees.
- e) The President shall cause the books of the Association to be audited annually by auditors, selected from the membership, who shall not be Members of the Board. The report of the auditors shall be available to the members at all times.
- f) The President must notify each Board Member via electronic mail or telephonic communication of any Member that had been ejected by a referee, within 48 hours of learning of the incident. The President must supply factual information relayed to him/her by the Head Coach relating specifically to the ejection with names of witnesses and phone numbers.

Vice-President

- a) In the event of the absence or resignation of the President, the Vice President shall succeed to the powers of the President
- b) The Vice President shall, at the request of the President, take responsibility for organizing and executing such activities as fund raisers, coach's clinics and picture taking of teams.

Treasurer

- a) The Treasurer shall have charge of the finances of the Association.
- b) The Treasurer shall be responsible for keeping accurate financial records and shall present a detailed report of the financial position at each Board meeting and a summary report at each monthly meeting of the Association.
- c) All disbursements from the funds of the Association shall be approved and signed by the President, Treasurer or Vice President. Any disbursements in excess of \$1000 must be approved in advance by the Board.
- d) The Treasurer shall prepare the annual budget for the Association. This budget shall be presented for approval at the Annual meeting of the Association.
- e) The Treasurer shall manage the cash flow of the Association.
- f) The Treasurer shall prepare and submit all information required by Local, State and Federal tax laws to enable continuation of the Association as a non-profit organization.
- g) The Treasurer shall prepare and submit all information required by North Whitehall Township, the United Way and any other organization in order to request and receive contributions.

Secretary

- a) The Secretary shall attend to all correspondence.

- b) The Secretary shall record the minutes of all regular monthly Association meetings and all Board meetings and shall maintain the Official Cop of same. In his/her absence, the Presiding Officer shall appoint a replacement.
- c) Copies of minutes for monthly Association meeting and Board meetings shall be distributed at the next monthly Association meeting
- d) The Secretary shall maintain other records as set forth in these By-Laws such as Signed Official By-Laws and Official amendments to the By-Laws.

Webmaster

- a) The Webmaster is responsible for the web site and updating information.
- b) The webmaster is responsible for renewing and keeping up to date with the organization we use for web page, on-line registration, etc.
- c) The webmaster will coordinate with the sport coordinators to display highlights, announcements, awards, pictures, etc.

**G. Duties of Board Appointees**

1. Rules/Guidelines Chairperson

- a) The Rules/Guidelines Chairperson shall chair the committee whose function is described in ARTICLE XI Section B.
- b) The Chairperson shall nominate two (2) or more individuals to serve on this committee. These individuals must all express a willingness to serve. They should represent a cross-section of views within the Association.
- c) The committee nominees must be reviewed and approved by the Board of Directors.
- d) The Chairperson shall document all actions taken by the committee and shall present this information at the next Board of Directors meeting. The documentation shall be included in the minutes of the meeting.
- e) An updated set of guidelines shall be prepared for presentation to coaches at the beginning of each sport's season.
- f) Guidelines will be updated or expanded a necessary during the year to address unforeseen circumstances.

2. Sports Coordinator - One For Each Sport

- a) The Coordinator will identify, assign and schedule practice facilities as deemed necessary.
- b) The Coordinator will define any equipment, materials and uniform needs early enough to enable spending approval and actual procurement without paying a premium.
- c) The Coordinator will recruit head coaches and assistant coaches as necessary.
- d) Whenever more than one individual requests a specific coaching assignment, the Coordinator will decide upon the best course of action. This decision, alternatives and the criteria used for reaching the decision will be reviewed by the Board.
- e) The Coordinator, or his/her designee, will represent the Association at any meetings of leagues in which the Association participates or is considering participation.
- f) The Coordinator will coordinate and supervise the "tryouts" and "drafts" to assign players to specific teams, consistent with the Rules/Guidelines in force.
- g) The Coordinator shall assign responsibilities for field maintenance, refreshment stand operation and other specific tasks required to conduct the sport's program.



3. Neffs Playground Coordinator
  - a) The Neffs Playground Coordinator shall have all the rights and responsibilities of all other At Large board positions and will include running and organizing the Neffs summer camp, Easter Egg hunt and other non-sporting events. This does not mean however they are automatically in charge of the SPA picnic or Spring Fling.

## **ARTICLE VI - MEMBERSHIP**

### ***A. Eligibility***

1. Any person who is a parent or guardian of a child registered in a sports program, or who acts as a head coach or assistant coach, or who holds an elected or appointed position in the Association, shall be a member of the Association for a period of 12 months following registration, election or appointment except as modified per the following Section C.

### ***B. Registration & Refund Policy***

1. All members registering for any SPA sponsored activity are required to pay the full registration fee set forth by the SPA Board. Registration rates are subject to change from year to year. All registrations will need to be completed online at [www.schnecksvillesports.com](http://www.schnecksvillesports.com). SPA Coordinators will set the registration dates prior to the start of the season. If registrations are not completed by the deadline date, a late fee may apply.

For any off-season activities offered by SPA, the Sports Coordinators reserve the right to use the online system for registrations for such activities. The rates for off-season activities will vary and will be set by the Sports Coordinator.

If a member is unable to use the online registration, they are to contact the appropriate SPA Coordinator to make arrangements to pay for all fees associated with registering for said sport.

2. Refund Policy - SPA reserves the right to hold all registration fees paid for by a member for a particular sports season with the exception of the below instances. All refund requests must be reviewed and approved by the SPA Board. Refunds apply to registration fees only. Uniform fees, league fees, tournament fees, etc. will not be refunded.

If a Member of another organization who tries out for an SPA competitive Travel Team does not make the travel team, and they wish to return to their home organization, they may be refunded the original registration fee less a \$20 try-out fee that is non-refundable. This request must be presented in writing to the Sports Coordinator prior to try-outs beginning. Failure to provide this documentation to the Sports Coordinator prior to try-outs will result in no refund.

A Member who is injured during the season when less than 25% of said season has elapsed, may receive a refund for registration fees only. Said Member must provide medical documentation to the coach and Sports Coordinator that they are not able to participate due to injury. Once the refund is provided, said Member is considered a non-active Member unable to participate for the remainder of the current season. Failure to comply with non-active Member status can result in disciplinary actions for the team and member in violation.

A Member who has been affected by a tragic event or a series of tragic events.

If there is an insufficient number of a player required to form a team and the Member cannot be placed on another equivalent team.

A team who can no longer participate within a season for actions that are out of a Members control. SPA will not refund registrations to its Members for any of the following reasons:

The Member is removed from a team or off-season activity for violation of the Code of Conduct Policy.

The Member is dissatisfied with the VOLUNTEER coach or coaches that members child is placed on.

The Member wishes to no longer participate on a team after the team or coach is named.

The Member voluntarily quits.

### **C. Discipline/Suspension/Termination**

1. Membership may be terminated by resignation or action by the Board of Directors.
2. The Board of Directors, by a 2/3 vote of all Members shall have the authority to discipline, suspend or terminate a member when the conduct of the member is considered detrimental to the best interest of the Association. Misconduct includes, but is not limited to, non-compliance with Rules/Guidelines in effect at the time.
3. The Association Member or Members involved shall be notified of the Board meeting at which actions will be considered and shall be informed of the nature of the charges. The Member or Members shall be given the opportunity to appear at the meeting to answer the charges.
4. Discipline applied to a Member of the Association could include the loss of any or all of the following privileges plus any other restrictions deemed appropriate by the Board of Directors:
  - a) Holding any office or appointed position.
  - b) Participation as a coach or referee/umpire.
  - c) Representing the Association at any functions/activities.
  - d) Attending any Monthly, Board or Special meetings of the Association.
  - e) Attending any games or practices.
5. The disciplining of a Member of the Association does not affect the status or rights of any relatives of the individual, either youth or adult.

## **ARTICLE VII - MEETINGS**

### **A. Annual Meetings**

1. The Annual Meeting of the Association shall be held in November of each year for the purposes of electing the Board of Directors, approving the budget, amending By-Laws and voting on grievances per Article IX. The November Monthly Association Meeting shall be held immediately preceding the Annual Meeting.
2. The meeting shall be held no later than the third Thursday of the month. The meeting time, date and location shall be publicized at least one month prior to the meeting.

### **B. Monthly Meetings**

1. Meetings of the general membership of the Association shall be held monthly. The purpose of such meetings is for the Board of Directors to report on significant actions taken or business transacted and for members to provide input to the Board on any issues they feel should be considered for Board

action. Minutes of the last Monthly meeting, and all Board Meetings held since the last Monthly Meeting, shall be presented.

2. Information needed by coaches and parents shall be provided at these meetings.
3. The Presiding Officer shall define the time, date and location of the next Monthly Meeting before adjournment.
4. The November Monthly Association Meeting shall be held immediately preceding the Annual Meeting.

### **C. Special Meetings**

1. Special Meetings of the general membership may be call by the President, or by a majority vote of all Members of the Board of Directors, at their discretion.
2. Upon the written request of at least fifty (50) Members of the Association, the President shall call a Special Meeting to consider the specific issue or item defined in the written request.
3. A notice shall be publicized at least two (2) weeks prior to the date of the meeting. The exact time, date and location will be defined in the notice. The specific issue or item to be considered shall also be defined in the notice. Meetings should typically be held immediately after a Monthly Meeting
4. No business, other than that specified in the notice, shall be transacted at that Special Meeting.
5. The only allowable agenda items are one or more of the following:
  - a) Removal of a Member or Members of the Board of Directors or Board Appointees.
  - b) Amendments to the By-Law per Article XIII.
  - c) Hearing an Appeal per Article IX.
  - d) Election of the initial At-Large Board Members.
6. By-law amendments require approval of 2/3 of the active Board. (8/22/2010)

### **D. Board of Directors Meetings**

1. These meetings shall only be attended by Members of the Board and by individuals specifically invited by one or more Members of the Board.
2. Invited attendees are only allowed to participate in discussions for which they have specifically been invited unless otherwise allowed by the Presiding Officer.
3. Other meeting requirements are defined in Article V

### **E. Voting**

1. All members of the Association shall have the right to vote at any Annual or Special Meeting.
2. No individual shall ever have the right to cast more than one vote.

3. No individual shall ever have the right to vote unless that individual is present when the vote is taken.

## **ARTICLE VIII - COACHES' RESPONSIBILITY/AUTHORITY**

### ***A. Administrative***

1. Each coach is responsible for handing out uniforms and equipment at the start of their respective playing seasons and collecting all items for return to the Association after completion of the playing season. The time and place of pick-up and return will be defined by the respective sports coordinators and uniform coordinators.
2. Each coach is responsible for attending every Monthly Association meeting, or special coaches' meeting called by their respective sport coordinator, during their sport's active, regular league playing season plus one meeting before the start of the season and one meeting after completion of the season. A representative from the team can be sent in place of the coach.
3. Each coach is responsible for the proper completion and submission of registration materials required by their respective leagues.
4. Each coach is responsible for his/her team's full participation in the taking of team pictures including the distribution of information, forms and the pictures themselves.
5. Each coach is a Member of the Association, and as such, is entitled to one vote at Annual and Special Association meetings as set forth in ARTICLE VII of these By-Laws.
6. All coaches and assistants must provide PATCH (state police criminal background check) or SPA designated background check annually to the sport coordinator.

### ***B. Fund Raising***

1. Each coach is responsible for his/her team's active participation in all fund raising activities sponsored by the Association.
2. No fund raising activities shall be conducted without the advance notice and approval of the President and the Treasurer. Their approval will be based upon compliance with requirements defined by the Rules/Guidelines Committee as documented in the current published guidelines plus published amendments. Information required before a request will be considered includes:
  - a) Description of type of activity.
  - b) Identify individuals responsible for conducting the activity and for collecting/accounting for the money.
  - c) Identify expected sources of the money (ex: local merchants, general public or parents of Association players).
  - d) Proposed use of funds collected (ex: a specific tournament).
  - e) Dispensation of funds remaining after completion of the funded event or activity.
3. The term "fund raising" also applies to the request for cash donations from parents of players on a coach's own team for purposes such as team recreational activities, the purchase of equipment/uniforms or tournaments participation.

4. All fund raising will either be for the general use of the Association, or for a specific individual team's purpose with an identifiable purpose or goal.
5. If a request does not clearly fall within the guidelines already established by the Rules/Guidelines Committee, the request will be forward to the Committee for consideration.
6. Resolution is required within 14 calendar days of when all required information has been submitted to the President or the Treasurer.
7. Documentation must be submitted to the Treasurer which fully accounts for all funds collected.

### **C. Coaching**

1. Each coach shall strive to promote the ideals of good sportsmanship, fair play, teamwork and "healthy" competition. He/she shall provide the opportunity for everyone to play and shall never stress winning ahead of having fun and learning. He/she shall strive to develop the confidence and self-esteem of each individual player on the team regardless of' abilities.
2. Each coach is responsible for the conduct of his/her player's assistant coaches, fans and parents at practices and games.
  - a) All necessary precautions shall be taken to prevent the parties listed from threatening or assaulting referees before, during or after a game.
  - b) All parties shall conduct themselves Consistent with the objectives established in ARTICLE II and the guidelines established by the Rules/Guidelines Committee.
  - c) The coach has the right to send a player away from the playing site in order to meet the objectives of this section of the by-laws.
  - d) The coach has the right to send a parent, assistant coach or other spectator away from the playing site in order to meet the objectives of this section of the by-laws.
  - e) Failure of an individual to leave the playing site per items (c) and (d) above is just cause for disciplinary action as provided in ARTICLE VI, Section B of these by-laws.
  - f) The head coach MUST notify the presiding President via Electronic Mail or telephonic communication of any ejection by a referee on a Member to include a coach; assistant coach; fan or parent. The notification must occur within 48 hours following the incident. The coach must supply factual information relating specifically to the ejection, with names of witnesses and phone numbers.
  - g) Failure to control any of the parties listed above can result in disciplinary action(s) as determined by the Board, in accordance with these by-laws and guidelines which are in effect at the time of the incidents in question, as established by the Rules/Guidelines Committee.
3. Each coach shall ensure the full, active participation of players and coaches in all special events sponsored by the association or any League in which the team is registered. This includes all-star games and "select team" programs.

### **D. Miscellaneous**

1. All coaches shall adhere to both the letter and the intent of the by-laws and all Rules/Guidelines in effect.

### **E. Awards**

1. Awards may be offered for teams that win a championship in a league that keeps standings.

2. For times when a child will be eligible for additional awards, the Association may provide a substitute award with a value of up to \$25.00 per player.
3. The nature of the award shall be determined by the team. If the team cannot decide on a suitable award, the coach will make the final determination.
4. The award cannot be made in cash. Suitable awards are jackets, sweatshirts, T-shirts, sports bags, hats, etc. The cost of the award above the amount authorized by the Board shall be the responsibility of the child's parent or guardian.
5. All awards must be approved by the Board of Directors.

## **ARTICLE IX - APPEALS**

### ***A. Right of Appeal***

1. Any ruling by the Board of Directors, an Officer or a Committee, may be appealed.
2. Any player or Member of the Association may submit an appeal, a protest or a grievance.

### ***B. Appeal Procedure***

1. Appeals must be made within 7 calendar days of publication of the original decision being appealed.
2. All protests or grievances must be made within 4 calendar days of the incident.
3. Appeals must be in writing, addressed to the President, with a copy to the Secretary.
4. The President shall be responsible for giving copies to all individuals where deemed appropriate.

### ***C. Disposition of Appeal***

1. All appeals, protests or grievances shall be heard by the duly appointed Grievance Committee of the Association who shall report its recommendations to the Board.
2. A decision shall be reached by the Board and all parties involved shall be notified within fourteen (14) calendar days.
3. The Association membership may vote to overrule a decision on an appeal by a two-thirds (2/3) majority of the members (per ARTICLE VI) present and voting at the next Annual or Special Association meeting following publication of the appeal decision. The Special meeting must be called with this item of business specifically stated as the purpose of the meeting.

## **ARTICLE X - PARLIAMENTARY PROCEDURES**

### ***A. Robert's Rules of Order***

"Robert's Rules of Order" shall govern in all cases wherein they do not conflict with these By-laws.

## **ARTICLE XI - COMMITTEES**

### **A. Grievance Committee**

1. This will be a standing committee appointed by the Board.
2. The purpose of the Grievance committee is to take prompt action on all appeals, protests or grievances.
3. The committee shall consist of a Chairperson and a committee of not less than two (2) members of the Association.
4. No member can participate in a specific matter if he/she has a direct involvement in the grievance or will benefit from the decision as determined by the Board.

### **B. Rules/Guidelines Committee**

1. This is a standing committee with the Chairperson being a member of the Board of Directors other than a Sport Coordinator.
2. The committee shall consist of a Chairperson and a committee of not less than two (2) members of the Association. All members shall be appointed by the Board.
3. The purpose of the Committee is to establish and maintain Rules/Guidelines pertaining to:
  - a) Means of assigning players to specific teams.
  - b) Tournament participation.
  - c) Playing time of individual players.
  - d) Fund raising and spending by individual teams.
  - e) Publicity.
  - f) Conduct of players and coaches consistent with the objectives set forth in ARTICLE II of these By-laws. Other relevant matters.
4. Guidelines will be reviewed and updated at least annually.
5. Guidelines will become effective immediately upon approval by a majority of the members of the Board of Directors.
6. The latest published set of guidelines will be presented to coaches at the beginning of each sport's season.

### **C. Special Committees**

1. The Board of Directors may appoint special committees as deemed necessary to conduct the business of the Association.

## **ARTICLE XII - EFFECTIVE DATE AND FILING OF BY-LAW**

### ***A. Effective Date***

1. These By-laws shall become effective immediately upon their adoption.

### ***B. Filing of the By-laws***

1. The By-laws shall be retyped as approved and shall be distributed by the Secretary at the next Monthly Association meeting.
2. The President and Secretary must sign the Official Copy of these By-laws.
3. This signed Official Copy shall be maintained on file by the Secretary.

## **ARTICLE XIII - AMENDMENTS TO THE BY-LAWS**

### ***A. Method of Amending***

1. The Secretary shall announce, at a Monthly Meeting of the Association, the time, place and date of the Annual or Special meeting at which amendments are to be read and adopted.
2. Typed copies of the amendments shall be presented to each Member of the Association present at the Annual or Special meeting at which the amendments are to be read and adopted.
3. As each proposed amendment to the By-laws is read, it will be discussed and revised as deemed necessary.
4. At the conclusion of the reading, it shall take the affirmative vote of at least two-thirds (2/3) of the Members of the Association (per ARTICLE VI) present and voting, to approve these amendments for presentation at the next Annual or Special meeting of the Association.
5. The amendment shall be retyped per changes voted upon at the first meeting. Revised copies shall be distributed at the next Annual or Special meeting of the Association.
6. It shall take the affirmative vote of at least two-thirds (2/3) of the members of the Association (per ARTICLE VI) present and voting, to amend these By-laws.

### ***B. Effective Date of Amendments***

1. Amendments shall become a part of the By-laws immediately upon their adoption.

### ***C. Filing of Amendments***

1. The President and Secretary must sign the Official Copy of all amendments to these By-laws.



2. The Secretary shall keep in his/her possession the Official Copy of all amendments to the Official Copy of the By-laws.
3. The By-laws shall be revised to incorporate all adopted amendments and a new Official Copy shall be signed by the President and the Secretary.
4. The Secretary shall distribute copies of the updated By-laws at the next Monthly meeting after adoption of the amendments.

## **ARTICLE XIV - DISSOLUTION**

In the event of a dissolution of the Association or the winding up of its affairs, or other liquidation of its assets, the Association's property shall not be conveyed to any organization created or operated for profit or to any individual for less than the fair market value of such property; all assets remaining after all debts and expenses of the Association have been paid or provided for shall be conveyed or distributed by the Board of Directors to one or more organization qualifying for the exemption afforded by Section 501(c)(3) of the Internal Revenue Code. Any assets not so distributed shall be disposed of by a Court of Common Pleas of competent jurisdiction exclusively for such purposes of to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

OFFICIAL COPY OF BY-LAWS, Effective **October 13, 2012**

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Geoff Carlson, President

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Chris Snyder, Secretary