

# MBSYFA

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## By-Laws



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**Table of Contents**

Mission Statement.....Pg. 2

Catastrophic Event.....Pg. 2

Membership.....Pg. 2-3

League Association.....Pg. 3

Liability.....Pg. 3

Board Positions.....Pg. 3

Executive Board.....Pg. 3-4

Organization of Operations Board.....Pg. 5

Meetings of the Membership.....Pg. 6

Fees.....Pg. 6 -7

Rules of Operations.....Pg. 7

Drafting and Make up of Teams/Squads.....Pg. 8

Parent/Guardian & Spectator Code of Conduct.....Pg. X

Coach & Assistant Coaches Code of Conduct.....Pg. X



## **MBSYFA BY-LAWS**

### **Mission Statement**

The purpose of the Madison Blue Streak Youth Football Association, hereafter MBSYFA, shall be to provide the opportunity for the youth in Madison to learn life lessons of commitment, honesty, respect, fair play, and staying physically fit through the activities of football and cheerleading. The intent of this association is to prepare our youth physically and socially for middle and high school athletics.

To accomplish this we expect:

All coaches and parents are required to model proper behavior with the children and to be a good example of sportsmanship and citizenship.

The association is to emphasize and recognize that the development of the whole person is superior to winning any one game.

No assets of the association shall be used to advance any personal gain for any individual, team or group involved with the association.

### **Catastrophic Event**

This by-law is written at the inception of the MBSYFA and is hereby considered un-amendable. In the event of a “catastrophic” event that cannot be remedied by the members of the MBSYFA, the MBSYFA will defer to the Madison Joint Recreation Board for remediation. A “catastrophic” event is hereby defined as an issue that is significant enough to cause the termination of the MBSYFA. Deferment to the Madison Joint Recreation Board can only occur by a 75% vote from all league members and board members. The Madison Joint Recreation Board will only intervene if these criteria are present.

### **Membership**

The MBSYFA shall be comprised of the Executive Board, the Operations Board and all coaches, participants, and parents or legal guardians of said participants.

Membership can be suspended or revoked by a 2/3 vote of the Executive and Operations Boards should a member knowingly violate any by-law, code of conduct contract, or association rule.



## **Madison Blue Streak Youth Football Association**



Censure of a member shall be taken at an announced meeting. The implicated member shall be notified of such meeting, informed of the general nature of the offense(s) and given the opportunity to appear at the meeting to answer to said charges. There is no appeal of a decision to suspend or revoke membership.

### **League Association**

The Executive and Operations Boards have voted at the inception of this association to join the Freeway Youth Football League. The Freeway Youth Football League consists of Perry, Geneva, Jefferson, Buckeye, and Conneaut. Any and all changes to the league association must be voted on by the Executive and the Operations Boards and can only be changed by a 2/3 vote.

### **Liability**

No (member) officer or Director of this corporation shall be personally liable for the debts or obligations of this corporation of any nature whatsoever, nor shall any of the property of the (members) officer, or Director be subject to the payment of the debts or obligations of this limited liability corporation.

### **Board Positions**

All candidates for Board Positions must apply and undergo a background check. Each candidate will be considered equally and voted on by board members only. Candidates must receive a 2/3 vote to take a seat on the board. Persons wanting a position on the board shall apply at the December meeting and will be voted on and approved at the March meeting.

### **The Executive Board**

The Executive Board shall consist of three (3) persons elected by majority vote of the current Operations and Executive board.

Each position will carry a three (3) year term.

One position shall be open for election each year.

Eligibility is based on serving at least one (1) year on the Operations Board. An exception will be made in the case that none of the current Operation Board members wish to fulfill the open Executive Board position which would result with a person being voted into the open Executive Board position by the current MBSYFA Board members. This said person must be in good standings with the MBSYFA.

If no applicant is deemed fit by the current MBSYFA Board of Directors, the current Executive Board Member may retain the position for another term.



## Madison Blue Streak Youth Football Association



If an executive board member steps down or is removed from their duties the current board may select a new member to take their board positions till the end of that said term.

A person currently holding an Executive board position shall not seek re-election until they have had one season off of the Executive Board. An exception will be made if no person wishes to fulfill the Executive Board position which will result with the current Executive Board member retaining the position for another term if the current Executive Board member wishes to fulfill the position. With board approval.

Duties of the Executive Board shall be divided as follows among the three members:

**Treasurer.** The responsibility of the league treasurer shall include all of the financial aspects of operations including but not limited to:

- Receipt of all monies and securities and the deposits of these into the proper association account(s)

- All records of receipts and disbursements

- Preparation of quarterly expense/income summaries and a year end financial statement

- Preparation of any/all government related filings

- Safeguard all association and player documents

**Communications Director.** The responsibilities of the communications director shall include any/all communication with the public including but not limited to:

- Any/all applications for board positions

- Administration of any web site

- Advertising and overseeing registration

- Any/all official association publications

- Representing the MBSYFA interests to the league affiliation

- Keep all minutes of board meetings.

**MBSYFA Operations Director.** The duties of the operations director shall include all in-season communications with the operations board members, the MBSYFA draft and including but not limited to:

- Overseeing the MBSYFA draft and the certification of rosters after the sign-up period.

- Overseeing all contraction/expansion issues within MBSYFA.

- Overseeing background checks for all persons affiliated with MBSYFA.

- Overseeing the volunteer schedule for concessions.

- Negotiating all agreements and all communications with vendors, along with the help of the board, supplying goods and services to the MBSYFA.



### **Organization of the Operations Board**

The Operations Board shall consist of six (6) persons elected by majority vote of the current Operations and Executive board.

Each position will carry a one (1) year term.

All position shall be open for election each year.

A person currently holding an Operation Board position shall seek re-election every year if said person has remained in good standings with the MBSYFA. An exception will be made if no person wishes to fulfill the Operation Board position which will result with the current Operation Board member retaining the position for a one more term if the current Operations Board member wishes to fulfill the position with board approval.

Additions or subtractions to the number of directors that make up the Operations Board can be made with a majority vote of both Boards as necessary.

Any director may create a sub-committee, with board approval, to aid them in carrying out their duties/responsibilities.

Both Boards shall communicate as necessary to carry out their respective responsibilities.

The Operations Board shall consist of six (6) directors having the aforementioned responsibilities in the following areas:

#### **Cheerleading Director**

1. Creation of the cheerleading squads after sign up period.
2. Securing the cheerleader coaches.
3. Uniform orders/distribution/collection.

#### **Coaching Director/Field Manager**

1. Oversee the application process.
2. Schedule workshop/training/clinic day(s).
3. Liaison for the Executive Board to the coaching staffs of the association.
4. Oversee all conduct issues with coaches, players, and parents.
5. Oversee and certify weigh in requirements.
6. Oversee Field Setup
7. Schedule Field Cleanup



### **Concessions Director**

1. Purchasing all supplies.
2. Working with the treasurer on all receipts/disbursements.
3. Setting up the volunteer schedule.

### **Equipment Director**

1. Scheduling equipment distribution/collection schedule(s).
2. Working with the executive board with purchasing football and cheerleading equipment and supplies.
3. Reconditioning schedule for equipment.
4. Storage of equipment.

### **Fundraising/Spirit Wear Director**

1. Coordination of association sponsored fundraising.
2. Overseeing the collection of monies and distribution of items.

### **Tournaments/All-Stars Director**

1. Working with coaching director to determine coaching staffs for all-star teams.
2. Secure year-end tournaments for all-star teams and oversee all necessary paperwork.
3. Manage a MBSYFA tournament, should there be one.

## **Meetings of the Membership**

A monthly meeting shall be scheduled and communicated to the membership via web site and email by the communications director.

Roberts Rules of Order Newly Revised shall govern the proceedings of all meetings, except where same conflicts with the Bylaws of the MBSYFA or the league affiliation.

Five MBSYFA board members shall constitute a quorum for meetings

Special meetings of the members may be called by any Member of the Board of Directors as deemed necessary. Special meetings may be requested by any member(s) by submission in writing to at least one Board member. Use of properly declared proxies shall be permitted at regular member meetings. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the membership.

## **Fees**

A reasonable participation fee may be assessed as the parents' obligation to assure the operation and continuity of the MBSYFA. Full payment is due at sign-up. The participant will not be drafted or assigned to a cheerleading squad until full payment is made or proof of financial need



is shown. The MBSYFA has financial hardship applications for anyone unable to make payment. All aid requests will be approved by the executive board.

### **Rules of Operation**

#### Coaching/Cheerleading Advisors

1. Interested parties should apply for head coaching/advisor positions at the March board meeting
2. Head coaches/cheerleading advisors shall be appointed annually at the April monthly meeting, by a majority vote of the Board of Directors.
3. Head Coaches/Cheerleading Advisors shall be responsible for the drafting of their teams/squads, and for their actions on the field. Head coaches and cheerleader advisors, in effect, help run the league in every facet, i.e. following the Bylaws of the MBSYFA, distribution and collection of equipment, assisting with fund raising, field set-up/ clean up as necessary, and as a league liaison with the parents of their team/squad members.
4. All coaches must meet the following requirements:
  - A) Pass all background checks
  - B) Have a current concussion certification & tackle certification
  - C) Be in good standing with the league
5. Coaches will be considered by the following criteria:
  - \* A head coach from the MBSYFA
  - \* An assistant coach from the MBSYFA
  - \* New applicant or someone appointed by the board.





### Drafting and Make up of Teams/Squads

**ANY PLAYER WHO SIGNS UP AFTER THE DRAFT WILL BE PLACED IN A SUPPLEMENTAL DRAFT AND WILL BE PLACED ON A TEAM BY THEIR AGE AND THE TEAM THAT NEEDS THAT AGE OF PLAYER.**

1. Player Members and cheerleaders will be assigned to teams/squads by draft, with the following exceptions:
2. Returning players will be assigned to their previous team unless exempted by age or by request by a parent or legal guardian to be redrafted on to another team. A parent request must be in writing and approved by the board at a meeting to determine the nature of the request to take appropriate action.
3. Children of the head coach will be assigned to that team without penalty of a draft choice.
4. Siblings of current players will be assigned to the same age appropriate team without penalty of a draft choice.
5. The draft will be certified by the Operations Director.

### Folding of Teams

In the event where it is determined by the MBSYFA Board of Directors that it is necessary to fold a team in either of the two age divisions the following rules shall apply:

1. The team with least amount of returning players will fold, and the players of the folding team will be entered into the applicable year's draft.
2. The head coach of the folded team may coach another team within the same age division of which said head coach coached in the prior year only if said head coach has one (1) or more seasons as a head coach on any level of within the MBSYFA, replacing a coach having less than one (1) season of experience on any level with in the MBSYFA.
3. If there are two or more teams with the same number of returning players, the team with the head coach having the least amount of total seasons as a head coach, on any level in the MBSYFA, will be the team that will fold.
4. If both said head coaches have the same amount of seasons as a head coach the MBSYFA Board of Directors will decide what team will be folded.



## **Madison Blue Streak Youth Football Association**



The organization is organized exclusively for public, charitable, and /or educational purposes under section 501(c)(3) of the Internal Revenue Code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing and distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) OF THE Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or correspond section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or correspond section of any future federal tax code, or to a public benefit corporation, or to the federal, state or local government, for a public purpose.



**PARENT/GUARDIAN & SPECTATOR CODE OF CONDUCT**

We believe that parents are advocates for their children and respect that role. The MBSYFA requests that you advocate through the proper channels with proper behavior. In an effort to insure that children have a positive experience in the MBSYFA program, the Board is requesting that each parent/guardian and spectator agree and adhere to the code of conduct outlined below:

Playing in the MBSYFA is a privilege, not a right. You or your child can be denied the right to participate based on your behavior.

If a parent/guardian has an issue they are to go to the head coach first. If, and only if, a solution cannot be reached, the head coach and parent will then bring the issue to the Coaching Director. No parent is to try to talk to any coach while a game is in progress. Wait until after a game or practice to discuss your concerns.

No parent is to be on the sidelines or to go onto the game field unless requested by the coaching staff for an emergency/injury situation. Parents must stay 10 feet behind the sidelines. We encourage parents to demonstrate good sportsmanship and expect them to display proper behavior. No parent is to argue with, yell, swear, or scream at an official, coach, or player. No parent/spectator should attend a game under the influence of alcohol or any illegal substance. Parents will not tell a coach what position their child shall play. All position and playing time issues are left up to the coaching staffs. Questions about playing time should be reserved to private, adult conversations before or after a practice.

Parents will agree to follow the rules set by the MBSYFA.

Many issues can be resolved with proper communication. Please communicate any issues with your coach and keep the topic of the conversation limited to your son/daughter.

The MBSYFA thanks you for your support and your cooperation.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Child's Name \_\_\_\_\_



**Coaches and Assistant Coaches Code of Conduct**

Coach's should be a role model for their players and should conduct themselves accordingly. It is a privilege to coach in the MBSYFA. Coaches are expected to demonstrate good sportsmanship at all practices, games and MBSYFA events, and at all times.

No coach will be permitted to physically or verbally abuse any player, parent, spectator, official, league representative, board member, opposing coach, or fellow MBSYFA coach at any time.

All coaches should help keep their parents behavior in check during games or practices.

Ultimately it is the official's decision, but you can and should assist officials with this responsibility. Coaches must keep the perspective that it is a game being played by children.

All coaches and cheerleading advisors will first be required to pass a background check to be considered for any position.

All head coaches must be tackle certified by USA Football or an equivalent agency.

No coach will attempt to undermine the integrity of the draft in any way.

No coach should attend a game under the influence of alcohol or any illegal substance.

All coaches agree to know and follow the rules set by the MBSYFA.

If a parent/guardian or spectator has an issue they are to go to the head coach first. If, and only if, a solution cannot be reached, the head coach and parent will then bring the issue to the Coaching Director.

Many issues can be resolved with proper communication. Remember that parents advocate on behalf of their children. Please communicate any issues with your coach director immediately.

Keep notes on any parent concerns and try to address any parent with another coach or board member present. Avoid confrontational situations and know you have the right to request the parent to meet with you at a later date or prior to the next practice to discuss any/all issues.

Allow for a cool down period. Do not discuss other players/cheerleaders with a parent; keep the conversation focused on the issue with their child.

Any violation of this Code will result in a hearing before the board prior to the next scheduled game.

Punishment will be determined by the board in accordance with the by-laws of the MBSYFA.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_