

**By-laws,
Policy for
West Jefferson Youth Athletic
Association, Inc.**

For Kids, About Kids

Article 1 NAME

The Name of this organization shall be West Jefferson Youth Athletic Association Inc., herein referred as (WJYAA). Mailing Address: PO Box 305 West Jefferson Ohio Office at 1740 Cumberland Road London, Ohio 43140

Article II PURPOSE

The purpose of this organization shall be to implant firmly in the children of the community the ideas of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens;

To inspire respect for the law; to promote patriotism and work for friendship among all people; Provide education of, develop youth and promote athletic activities among all youth without using illegal drugs and being alcohol free; and to do all things necessary and lawful under the laws of the state of Ohio to accomplish the same in and for this organization;

Provide athletic and recreation opportunities for the youth of West Jefferson, Ohio and surrounding area. For Kids About Kids;

In accordance with Section 501 (c) (3) of The Federal Internal Revenue Code, the WJYAA shall operate exclusively as a non profit organization by providing community sports and activities for this community and surrounding area's youth. No part of the net earnings shall benefit members of the Board, Members by dues, or individuals associated with the WJYAA as volunteers or coaches except that the West Jefferson Youth Athletic Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set herein

Article III MEMBERSHIP

1. Youths who have been registered by their parent/guardian to play a sport and who have paid the appropriate registration fee (or have been granted a waiver of said registration fee), shall be considered members and must observe the WJYAA Bylaws and policies.
2. Any parent or guardian who has a child that participates in any WJYAA function or any person that willingly participates in the WJYAA activities shall be a member regardless of nationality, race, religion, or political affiliation. An adult membership shall be in effect until member's child is no longer participating or is no longer involved in the WJYAA. Adult members must observe the Bylaws and Policies.
3. Any adult, who volunteers, acts as a head coach or assistant coach, or who is an executive officer or other or appointed position in the WJYAA, shall be a member of the WJYAA. Adult members do not have to have a child that participates in the WJYAA. Adult members must observe the WJYAA Bylaws and Policies.

Article IV ORGANIZATION / MEETINGS

1. The monthly meetings of the Association shall be held on the first Sunday of every month. When a special WJYAA event or Holiday falls on that day there will be a meeting held on the following Sunday. Special mandatory meetings maybe called by the president from time to time. As least 4 executive board members shall constitute a quorum.
2. At least 3 members of the executive board may call special meetings of the WJYAA. Such meetings whenever possible shall be scheduled 48 hours in advance. At Least 4 executive board members shall constitute a quorum and one must include the president of the association. All executive board members shall be notified of any special meeting.
3. All decisions made by the Executive Board of the WJYAA with good intent for the betterment of the association, shall be accepted by the general membership.
4. Conduct of Meetings. All meetings of the members shall be presided over by one of the following officers in the order of seniority: President, 1st Vice-President or 2nd Vice President. The Secretary of the WJYAA shall record the minutes of every monthly meeting, but if the Secretary is not present, the President and/or 1st Vice or 2nd Vice President conducting the meeting shall appoint a Member to record the minutes for that specific meeting only.
5. The privilege of making motions and voting shall be limited to qualified executive board membership who are present.
6. Any member of WJYAA, present at the meeting, shall be allowed to address the Executive Board on any matter identified on the meeting agenda. However, the presiding officer, or designee shall be allowed to limit the length of time allotted for discussion on a topic.
 - A. Minutes of every monthly meeting must be recorded, and becomes part of the permanent record and property of the WJYAA;
 - B. Monthly Treasurer's Report must be provided at every monthly meeting as mentioned in the adopted financial policy thereof;
7. Only Executive Board Members may vote by voice or raising of the hand as directed by the presiding President. Conflict of interest which prevent voting, may abstain from voting but must state a valid reason as per Roberts Rules of Order when voting to see if it is a conflict.
 - A. Special meetings maybe required from time to time and can be done via telephone conference call. Everyone will have an opportunity to speak or discuss an issue and Robert Rules of Order still apply when conducting telephone meetings. A reasonable amount of time must be given to make arrangements to call the number.
 - B. For situations requiring board action that occur where there is not time to hold a special meeting, the President may call for a vote via email on an issue. In this instance, a majority of the Board must vote affirmatively for the action to be declared passed.
8. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall be recognized in all instances wherein the Rules of Order do not conflict with these Bylaws, as authority governing the meetings of the WJYAA.
9. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job

however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need.

10. The administration and implementation of Baseball, Football, Basketball executive board members help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict since you are a board member. Other commitments may come first. If, however the president deems an excessive number of absences or this is causing conflicts or burdens for the other board members due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE.

Article V POLICIES

1. It is the responsibility of the WJYAA to assure that every child has the opportunity to participate, regardless of level of their abilities. To facilitate inclusion of children with physical and/or developmental disabilities, the Board has the discretion to place the child in the league most appropriate. The only time a child may not participate is in the event of dismissal due to violating and official WJYAA Policy.
2. Policies, rules or items may be created by the Executive Board and adopted into these Bylaws as the Executive Board deems appropriate or necessary at anytime by resolution.
3. Any officer, trustee, member, coach, athlete, volunteer or visitor caught defacing, destroying, or stealing any of the WJYAA property, shall be held liable for the cost of such action, including exclusion from the WJYAA, for a period of not less than two (2) years and subject to legal or criminal action.
4. No one shall ever use the name of the WJYAA (threatening, soliciting, political, etc.) without the express written consent of the Executive Board.
5. All complaints and/or allegations must be made in writing and submitted to the Executive Board. All complaints must be maintained by WJYAA for a period of not less than two (2) years. The decision/outcome of each complaint must be properly recorded and maintained in the meeting minutes of the board.
6. All written complaints and/or allegations shall be discussed and addressed at a Regular & Special Meeting called for that purpose.
7. The president may appoint a special Ad Hoc Committee when he/she deems necessary or in any instance where a conflict of interest may exist or any other need by the association to have a committee review a situation or other issue for a cause.
8. Photo Video Release Policy, video, photo and digital camera to be used solely for the purposes of WJYAA promotional material and publications and waive any rights of compensation or ownership thereto, full Video, Photo Policy Adopted.
9. We are committed to protecting your privacy, a full complete Privacy Policy Adopted.
10. Terms of Use website. Copyright and complete terms of use full Policy Adopted.
11. Travel League Policy for all travel sports and leagues shall be adopted and

- maintained thereof. The policy shall be given to coaches and players at sign-up.
12. A Financial Policy shall be adopted and maintained thereof.
 13. A Social Networking Policy shall be adopted and maintained thereof.
 14. No Smoking Policy
 15. A Draft and Evaluation Policy shall be adopted and maintained thereof.
 16. In instances where a conflict between our bylaws and any policy or rule exists and causes any issue the president or vice president shall make the decision which shall overrule until the executive board decides at the next regular meeting.

Article VI PROCEDURE

1. The business, property and affairs of the WJYAA shall be managed by an Executive Board which shall have the power to initiate and approve plans and programs for the better welfare of the players; have custody and management of property of the WJYAA; adopt an annual budget if so desires; borrow money from approved lenders; Can exercise mortgage(s), if so desires along with maintain a mortgage according to the terms thereof; own property to further exercise our organization proposes hereof. Authorize the President or his / her designate to raise and disburse funds in accordance with the annual budget; invest and reinvest funds of the WJYAA; make contracts; and appoint or delegate the power to appoint other members of the WJYAA; and perform all other duties and shall have such power as may be necessary to carry out the objectives of the WJYAA.
2. The Officers of the Association shall consist of the President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Assistant Treasurer, Equipment and Property Coordinator, Field Maintenance Coordinator, Grant & Sponsor Coordinator, Concessions Coordinator and Fundraising Coordinator and Youth Operations Trustee Director
3. The "Executive Board" or Board refers to the President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Assistant Treasurer, Equipment and Property Coordinator, Field Maintenance Coordinator, Concessions Coordinator, Fundraising Coordinator and Grant & Sponsor Coordinator and Youth Operations Trustee Director.
4. Officers are elected in odd or even years so all offices do not come up for re-election during the same year, the schedule for re-election will be as follows:
 - A. President, 1st Vice President, Equipment and Property Coordinator, Assistant Treasurer, Field Maintenance Coordinator will be elected for two (2) year terms on odd years.
 - B. 2nd Vice President, Treasurer, Secretary, Fundraising Coordinator, Concessions Coordinator, and Co-Field Maintenance Coordinator, will be elected for two (2) year terms on even years.
5. All of the WJYAA property, books records, files, statements, documents, ledgers, checkbooks, accounts, all keys, equipment, passwords etc., in an Officer's possession, custody or control shall be immediately turned over to the newly elected officers. Failure to do so will result in Member's exclusion from the WJYAA and possible legal (criminal or civil) action to recover any property mentioned above.
6. Each Officer shall hold office for the term for which the Officer is elected and qualified and until a successor is elected and qualified.
7. In case of a resignation of a Board Officer, any vacancies shall be filled via election by the WJYAA at the next regular meeting and that successor shall remain until the

end of the fiscal year or term of the resigning board member whichever the board decides. If the president resigns, Vice-President takes over. The Board then appoints someone to the position left open. Election of this officer shall be done by simple majority vote of all present voting members.

8. The Board by majority vote upon a resignation or vacancy of an office can reassign the duties of the vacancy to another officer until a successor or the vacant office term expires. With the exception of President, Treasurer, Secretary or Trustee the office can also be eliminated by a majority vote.
9. To be eligible to serve as an Officer of the WJYAA, a candidate must be at least eighteen (18) years of age and a member in good standing. In extenuating circumstances, and, as may be needed, voting members may elect to waive this eligibility requirement.
10. All Qualified Executive Board member who have serves on WJYAA board, who are actively participating in their position as listed (decided upon by all other board members of the WJYAA) will not have to pay for their child/children, up to three children per board member, to participate in the WJYAA sports events.
11. Removal of an Officer. One or more or all the Officers may be removed in accordance with the provisions of Articles of Incorporation for the WJYAA, which is filed with the Secretary of State of Ohio. The Executive Board and Trustees may make a pleading for removal of an officer. The President shall advise the officer by written or electronic notice at least seven days in advance that a hearing is to take place regarding his/her removal. The notice shall indicate the reason for his/her removal. The president shall moderate the hearing and decide when a vote is to be taken not to exceed day 10 of the notification of the hearing. The membership vote is final. In the event that one of the president's removals is being considered, he/she must be notified in writing by a document signed by at least 6 board members (proxy). A hearing shall take place and a vote taken in similar fashion. In the event one of the in charge president's removal is being considered, the next in charge president will act as moderator of the hearing.
 - A. Continued gross or willful neglect of the duties of the office or gross incompetence;
 - B. Failure or refusal to disclose necessary information on matters of organization business or any dishonesty;
 - C. Failure to obey WJYAA Policies, By-laws or Code of Conduct;
 - D. Unauthorized expenditures, signing of checks, or misuse of organization funds;
 - E. Unwarranted attacks on a member or refusal to cooperate with Officers and/or Trustees if any;
 - F. Misrepresentation of the organization and its Officers to outside persons;
 - G. Using the name of the Association (threatening, soliciting, political, etc.) without the express written permission from the Executive Board;
 - H. Displays public acts or conduct toward the WJYAA that may potentially cause a negative impact on the WJYAA within the community;
 - I. Attendance issues as stated herein these bylaws;

In addition to the reasons listed in Article VI Section 11 A-I hereof, the board may consider any situation, which it considers to be detrimental to the best interest of the West Jefferson Youth Athletic, Inc, organization, members, participants and parent or guardians of the participants or any other situation that may arise. If a resignation is

sought and is refused of said Officer to resign, the Board may investigate the allegations. The accused Officer shall have the ability to due process. He/she shall be provided with advance notice served by the President or another designee the intent to remove with written justification within 7 days prior to any hearing. At the discretion of the Board with a majority vote involving the Officers, the officer may be suspended pending the outcome of the hearing. He/she shall have the opportunity for a fair hearing with counsel at the accused officer expense with a reasonable opportunity for the Officer to present a defense. After such hearing, a vote shall be required to remove the Officer. After such hearing, a vote shall be required to remove the Officer by the remaining Executive Board members who were present at such hearing. For any hearing scheduled and the accused officer does not show, a vote will still occur and the vote shall be final and said decision shall be delivered by the President or designee.

12. The Executive Board may request the resignation of any Officer or Member whenever, in its judgment, the best interest of the WJYAA will be served thereby.

13. Reinstatement. A suspended Officer shall be reinstated immediately upon a favorable vote at the conclusion of the hearing. If removed from office, said member shall remain ineligible for election to any Officer, or Board Position for a term not to exceed three (3) years from the end of the hearing.

Article VII BOARD MEMBER ATTENDANCE

For the betterment of the organization and to carryout our purpose as stated in these bylaws it shall be required that all executive officers be in attendance at all board meetings whether it be a regular scheduled meeting or a meeting as stated in Section IV.

Unless an absence is excused in a previous regular or special board meeting or the officer is participating at a WJYAA function, school function during the meeting otherwise the absence shall be handled as follows:

If a Board Member cannot attend a meeting, he/she must verbally or electronically notify with confirmation to one or all the following President, Vice President or the Secretary. The notification must occur at least eight (8) hours before the meeting begins so the secretary or designee can enter any written updates or problems in the meeting notes along with job accomplishments or assignments to the board. Failure to properly notify any of the above people so the board can be notified and failure to attend meeting without proper notification will be handled by the president as follows:

First Offense: The member must submit in writing to the board the reason for his/her absence and intentions on where he/she stands with serving as a board Member.

Second Offense: The member must state his/her reason for absence to the board in person at the next scheduled board meeting and request permission to remain on the Board a unanimous vote either by sign or secrete ballot must be taken.

Third Offense: The member will be removed from his/her position on the board with written notification of removal.

It will be required that upon removal from office, all property belonging to the WJYAA, correspondence, material, receipts, financial data, equipment, keys, monies due etc with

respect to the Organization must be returned to the Organization within seven (7) days. If the property or equipment is not returned within (7) days, the President or Vice President shall make service to retrieve the property or equipment. If unsuccessful a police report shall be completed for theft as mentioned in section VI #5 herein.

Article VIII DUTIES OF THE OFFICERS

- A. The Executive Board shall be responsible for creating and enforcing all Policies, Affirmative Action Plans and may adopt them to these By-Laws or full policies on their own at anytime.
 - B. The Executive Board shall be responsible for all officer nominations, appointments, evaluation or removals of all, coaches, umpires, volunteers or other persons or organizations or performing a service with WJYAA or confirmation for Committees created for special purposes.
 - C. All Executive Board Members are to help during all games.
 - D. Executive Board Members are expected to the utmost courteous behavior during all games that they are attending. People watch what you do and say and feel that is okay for them to break the rules or bylaws of this association if you too are not following them. Executive Board Members Set The Example!
 - E. In the spring the field maintenance coordinator may need some help with getting all the fields ready (dragging, lined, bases in place etc) for the season or each game. Executive Board Members are expected to help if asked.
 - F. All Executive Board Members are expected to help during the ox roast. The ox roast will require most of their time being spent at the ox roast that weekend.
 - G. All Executive Board Members are expected to help during Grand Slam Grand Opening Day for baseball season. Spending most of the day at the baseball field. Everyone will need to be at the field the night before to help set up concessions and get the fields ready.
 - H. It is expected each Executive Board Member is able to attend all Board Meetings the first Sunday of every month. If a cancellation is necessary, the President will communicate or notify everyone of the rescheduled time.
 - I. Oversight of the fiscal responsibility of the corporation including independent financial review of its records as necessary shall be charged with the Executive Board.
 - J. Enforce adherence to the WJYAA By-laws and assure the integrity of the board process; Support WJYAA and its policies internally and externally.
1. **President.** The President shall be the chief executive of, and head of, the WJYAA and shall preside at all business meetings of the WJYAA, Serves as an ex-officio member of all committees. Overseeing everything that goes on in the Association, The president shall be responsible for total implementation of our programming in WJYAA, Acts as the general executive officer of WJYAA, and see that all orders and resolutions and policies of the organization are carried into affect, subject to the right of the Executive Committee to delegate any specific powers, Assure that each officer is aware of the duties and responsibilities of their office, Acts as chairperson of the board of directors, other committees or board with the exception of the nominating board or committee, maintaining WJYAA website, Make up all practice schedules for all sports, Get rosters and all rosters for drafts, Get and oversee commissioners for each sport / League, Get paperwork together for commissioners, Ordering all uniforms, Contacting

photographer for each sports season, Ordering trophies / medallions. Ensuring all executive board rules and regulations and organization bylaws are updated and enforced as well as ensuring any disciplinary notifications are successful. President shall also oversee any internal investigations for disciplinary issues and to report criminal or civil issues to law enforcement as directed by the board or in the best interest of the organization. If newly appointed and elected to the office or the existing serving President shall be the new appointed Statutory Agent for our State of Ohio requirement of Articles of Incorporation or shall be responsible for renewing our continued existence as required by the Laws of the State of Ohio. However only with a passing vote of the Board may change the articles of incorporation. To be at one sign-up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The president has voting rights and must be a Member in Good Standing and perform such other duties as usually pertain to this office.

2. **1st Vice President.** The Vice President is responsible for securing all officials for basketball, minor/little league baseball, and Sr. Girls Softball, make up schedules for each sporting event, shall preside at business meetings of WJYAA in the absence of the President, or serve as the chief executive and head of, the WJYAA in the absence of the President, All other duties and responsibilities of the president as per approved by the president, while the president is not present, To be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your

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3. **2nd Vice President.** The Vice President is responsible for securing all officials for basketball, minor/little league baseball, and Sr. Girls Softball, make up schedules for each sporting event, shall preside at business meetings of WJYAA in the absence of the President, or serve as the chief executive and head of, the WJYAA in the absence of the President, All other duties and responsibilities of the president as per approved by the president, while the president is not present, To be at one sign up session for each season., During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Vice President has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.
4. **Secretary.** The Secretary is in charge of taking and recording minutes of each meeting and getting a copy to the president by the next board meeting, handles business related letters; documents and letters of dismissal or other correspondence of the Association and is the keeper of the corporate seal. An official meeting record shall be sent at least five days after a regular or special meeting and an agenda of a meeting should be sent at least 48 hours before any meeting to all board members with a detail description of any outstanding or tabled business that needs decided on. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse,

WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. To be at one sign up session for each season. You will need to be present to help in case of a conflict. The Secretary has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

5. **Treasurer.** The Treasurer shall keep full accurate account of, receipts of, along with, disbursements of in the books belonging to the WJYAA and shall receive and deposit all monies and other valuable effects in the name West Jefferson Youth Athletic Association, Inc., (WJYAA) in such depositories as may be designated by the Board. The Treasurer shall disburse funds of the association. Keeping President informed of any bills current or outstanding along with banking balances on a monthly basis. He/She shall be responsible for timely filing of any Federal tax forms on behalf of WJYAA. Shall develop and execute a cash collection policy to ensure all concession, registration or other monies collected for WJYAA as mentioned herein and tracked accordingly. To be at one sign up session for each season., During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board

member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. You will need to be present to help in case of a conflict. The Treasurer has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

6. **Assistant Treasurer.** The Assistant Treasurer shall work with the treasurer and shall keep full accurate account of, receipts of, along with, disbursements of in the books belonging to the WJYAA and shall receive and deposit all monies and other valuable effects in the name West Jefferson Youth Athletic Association, Inc., (WJYAA) in such depositories as may be designated by the Board. The Assistant Treasurer shall disburse funds of the association. Keeping President informed of any bills current or outstanding along with banking balances on a monthly basis. He/She shall be responsible for timely filing of any Federal tax forms on behalf of WJYAA. Shall develop and execute a cash collection policy to ensure all concession, registration or other monies collected for WJYAA as mentioned herein and tracked accordingly. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Assistant Treasurer has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.
7. **Fundraising Coordinator.** The fundraising coordinator shall coordinate all fundraisers, organizing all WJYAA Fundraising at the Ox Roast, making sure there is adequate coverage of volunteers and helpers, ensuring equipment such as the bull dozer, duck pond or any other equipment is rented and secured in time for WJYAA to raise funds, to coordinate and execute details or come up with new ideas for fundraisers. Fundraising is essential to the organization to maintain low fees and other necessities to operate the organization. Therefore, the fundraising coordinator shall lead and execute a full year long schedule of fundraising events and set tentative deadlines for each event thereof by the January Board Meeting for events to take place that entire year.

The schedule and the quantity of fundraisers shall be approved by the board in the January meeting with any overall quantity and the tentative deadlines. To be assured that events start as planned, updates with any issues or problems thereof shall be discussed and handled regularly in business meetings. The board will provide the necessary assistance as requested or agreed. If a newly elected serving officer, he/she shall have until the February 1st meeting for the upcoming schedule of events for the year. It is the responsibility of the Fundraiser Coordinator to insure we get participation from the coaching staff and commissioner and get communication to the schools. To be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Fundraising Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

8. **Concessions Director.** The Concessions Director is to be in charge of all products that the Association sells out of the concessions, responsible for getting all products and making sure all concession stands are completely stocked with profitable goods or items they need to operate thereof, making sure you have coverage to help at each stand at all times. Work with the coaching or commissioner staff and develop a schedule to ensure there is adequate coverage of concession stands while they are open and report non compliant coaching staff regarding the lack of participation to the board monthly or notify the president to decide whether a special meeting shall be called. Keep an itemized inventory list of items prepared for sales and inventory to sell and know the destination if stored. Must also develop and execute a method of tracking to be used while operating a concession on items made and sold for profit. These written reports and figures shall be reported monthly at the Executive Board Meeting. The sales reports shall be kept on file with the secretary and referenced as needed by the board for trending purposes. To be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members

are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Concessions Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

9. **Assistant Concessions Director.** The Assistant Concessions Director is to assist the concessions director with all products that the Association sells out of the concessions, shall be responsible for assisting getting all products and making sure all concession stands are completely stocked with profitable goods or items they need to operate thereof, making sure you have coverage to help at each stand at all times. Work with the coaching or commissioner staff and develop a schedule to ensure there is adequate coverage of concession stands while they are open and report non-compliant coaching staff regarding the lack of participation to the board monthly or notify the president to decide whether a special meeting shall be called. Keep an itemized inventory list of items prepared for sales and inventory to sell and know the destination if stored. Must also develop and execute a method of tracking to be used while operating a concession on items made and sold for profit. These written reports and figures shall be reported monthly at the Executive Board Meeting. The sales reports shall be kept on file with the secretary and referenced as needed by the board for trending purposes. To be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of

help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Concessions Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

10. **External Grant Trustee.** The External Grant Trustee is responsible for the preparation and submission of funding grants and for executing agreements and securing funds. He/she works collaboratively with the president and treasurer. The External Grant Trustee should Liaise on behalf of WJYAA regarding grant funding possibilities and initiatives; Maintain and work a consolidated list of all possible grants and funding streams available for the association; In collaboration with the President, prepare the applications for grants and funding that best align to the association needs; Together with the Treasurer, effectively acquit any Grant funds received and produce a report to the Executive Board; Provide leadership and advice around grant arrangements; • Provide Thank you correspondence and recognition to the grantee on behalf of the association. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The External Grant Trustee has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

11. **Grant and Sponsorship Coordinator.** The Grant and Sponsorship Coordinator is responsible for the preparation and submission of funding grants and for executing agreements and securing funds for new or existing sponsorship arrangements. The Grant and Sponsorship Coordinator is responsible to the executive board. He/she works collaboratively with the president and treasurer. The Grants and Sponsorship Coordinator should: Liaise on behalf of WJYAA regarding grant and sponsorship funding possibilities and initiatives; Maintain and work a consolidated list of all possible grants and funding streams available for the association; • In collaboration with the President, prepare the applications for grants and funding that best align to the

association needs; Together with the Treasurer, effectively acquit any Grant funds received and produce a report to the Executive Board; Provide leadership and advice around current sponsorship or grant arrangements; • Provide Thank you correspondence and recognition to the grantee and or sponsor or on behalf of the association. • Ensure sponsorship and grant guidelines are maintained; prepare an overarching high level sponsorship strategy for the season. To be at one sign up session for each season During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Grant and Sponsorship Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

12. **Field Maintenance Coordinator.** The Field Maintenance Coordinator is in charge of getting enough sponsors to cover each sport, to supervise all WJYAA Baseball, Softball, Soccer and Football fields, ordering any paint, lime or bases that might be needed however, must submit for board approval appropriate costs associated with any purchase items. To be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing

conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. . The Field Maintenance Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

13. **Equipment and Property Coordinator.** The Equipment and Property Coordinator is in charge of all equipment that the association owns, Keeping record of who has it and if it's been turned in, keeping other members informed of depreciation or failing conditions, getting with the purchasing agents and submitting requests for ordering new equipment when needed, distributing equipment out to coaches/players, Shall be responsible for keeping a full and complete item detail of all organization equipment and property together with applicable serial or identification numbers, quantity and overall quality of the item(s). The record must be submitted to the board at least twice yearly and a copy be submitted to the permanent record of the organization. The organized list shall have date purchased if known and disposed of along with recommendations on purchase requests to replace items in poor condition with a couple price quotes. Shall be onsite when organization's property is being assigned to participants or while the item(s) are being returned to inspect and to ensure property is returned according to the assignment lists and see that the lists are reconciled and report those findings to the board at least every other month of any outstanding equipment or property. Shall be responsible for all equipment loaned out of or leased or borrowed into to organization. If items are missing or not accounted for or not returned as assigned, notify the president or vice president or their designee to contact the participant, or person responsible and if still unsuccessful will file a Police Report for theft. Shall also help with the Field Maintenance of the Association to assist all WJYAA Baseball, Softball, Soccer and Football fields, help in ordering any paint, lime or bases that might be needed however, must submit for board approval appropriate costs associated with any purchase items. Should be at one sign up session for each season. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to

resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office. The Equipment and Property Coordinator has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

14. **Youth Operations Trustee.** Shall assist the president and vice president or sport commissioner to oversee sport operations. Shall work with them to ensure everything runs smoothly. Shall keep the president informed of all operations with the sport especially any problems and conflicts. The president or vice president will help resolve issues. The operations trustee shall be responsible for securing all officials for the sport, minor and little league basketball with Sr. Girls Softball. Shall work with the president and vice president to make up game schedules for each sporting event and ensure all prior engagements are communicated and provided to the league scheduler. During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Youth Operations Trustee has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

15. **Webmaster.** The Webmaster is in charge of maintaining WJYAA website, receives updates via other board members directly or at meetings on an item needing communicated to the public. Items should be emailed to the webmaster to broadcast the item. This broadcast can be communicated as follows: 1. Update the Website on the event or item. 2. Email the communication to all email addresses on file 3. Tweet the items on twitter, face book and the local newspapers. 4. A Complete Communication to everyone (1-3 hereof). During any meeting, game or event such as basketball, baseball, softball, soccer, volleyball, dodgeball, lacrosse, WJYAA 5K or dance. If WJYAA is facilitating or supporting the function or games, in addition to commissioners or directors, executive board members are responsible for executing administering of the game or other event. It is not the objective to make the volunteer work a priority over your lively hood or job however, the obligation is board members have to participate as it distributes the workload evenly and fairly. Some of our sport seasons board member assistance may not be necessary or required at all. In the event help is needed those commissioners will communicate needs as

they arise to the president, whom will make the board aware of the need. The administration and implementation of Baseball, Football, Basketball your help will be mandatory during agreed upon time slots. No one is to miss their child's game. These duties are in addition to your normal appointed or elected responsibilities to the corporation. You however need to be present to help in case of a conflict. Other commitments may come first however if the president deems an excessive number of absences or this is causing conflicts within the board due to lack of help, he will bring this matter to the board member. If the problem can't be resolved between the two parties (board member/president), the president may petition the Executive Board to resolve accordance with the provisions established in Article VII (7) BOARD MEMBER ATTENDANCE. The Executive Board Position has voting rights and must be a member in Good Standing and perform such other duties as usually pertain to this office.

Article IX MISCELLANEOUS

In all sports, any requests to move a child up to the next level or remain at a lower level within a league must come to the evaluation/draft for approval.

1. Before a player can participate in a WJYAA sport, the player must register and pay all fees, (this includes all travel sports) prior to the first scheduled game. If fees aren't paid, that child will not be allowed to play until they are paid. If there are family hardships, the parent/guardian must make contact with the board president, who will then present the circumstances to the board in a closed session in order to make payment arrangements by the end of the season. A Late fee of \$10.00 will be assessed to all sign-up fees not paid by the 1st scheduled game.
2. No child shall be allowed to play for the WJYAA if he/she is participating in the same school sports.
3. Any child having outstanding monies or equipment not turned in shall not be allowed to play any sport until these item(s) are turned in.
4. The WJYAA cannot and will not tolerate any use of **FOUL or ABUSIVE** language to or around the players, by a coach, parent or player. This is during practice and during a game. If a coach, parent or player is heard using any type of **FOUL/ABUSIVE** language at or around the players, it will be brought to the board of the WJYAA and this conduct maybe handled according to the disciplinary guidelines policy. Anyone who has been suspended will not be allowed to attend ANY WJYAA functions during their suspension(s).
5. A Full Parent, Player, Visitor, Coach or Volunteer Code of Conduct Policy has been adopted.
6. Any coach, player or spectator asked to leave a game, practice or event will be suspended from all W.J.Y.A.A. functions for one (1) week (effective immediately). Only a spectator may ask for an appeal by contacting a Board member within two (2) days after the infraction. The Board will meet and hear the appeal. Immediately after in a closed session the Board will vote to see if the one (1) week suspension is upheld and notify the spectator of the decision. The above suspension is based on 24 hours days (one week is 7, 24-hour days). The suspension is not over until the 8th day at 12:00am, with a minimum of 1 game suspension. Any reoccurring instances throughout a year time in one or other events or other sport activity, WJYAA Executive board reserves the right to provide suspensions as in Article IX MISCELLANEOUS 4
7. Parents, Participants, Coaches, Officials, Spectators or any other volunteer or visitor while attending or participating at a WJYAA event or sport function shall not be

authorized to Conceal to Carry ("CTC") any firearm normally allowed under the laws of the State of Ohio, "CTC Law". Property or buildings we utilize maybe public or private property not owned by WJYAA and generally may authorize patrons to conceal carry weapon under the State of Ohio CTC Law. Let it be known that during any event or sport function WJYAA endorses, WJYAA sets their own rules while operating on these grounds as per the Laws of the State of Ohio and the United States Federal Code for Non Profit Youth Sporting League/Organization or other lease or authorization or agreements. Anyone violating this rule and carrying a concealed weapon will be asked to leave the premises to safely secure the weapon at their home. If they choose not to leave than the local police authorities with jurisdiction will be summoned and formal charges will be sought for trespassing or inducing panic. Normal disciplinary suspension guidelines should be served on the individual as per Article IX MISCELLANEOUS #5.

8. Awards will be given to all participants and Pee-Wee Basketball.
9. All players should play league games in their assigned "uniform". Uniform is defined as to what uniform is purchased for the league for the child to wear. The uniforms are not to be purposely defaced, if so the player must replace it at their own expense. (Nicknames on back of shirts are acceptable.). Exceptions should confer with opposing coach and/or umpires/referees.
10. All coaches must attend a mandatory clinic prior to the start of the season as when/provided.
11. If a player is behaving in an unsportsmanlike manner the coach should take immediate action to rectify the behavior. This can include "benching" the player for the game in progress or the next game if the behavior occurs not while participating in a game, i.e. during a practice. The coach needs to notify the Board anytime reprimands are dispensed. If the unsportsmanlike behavior continues, the Board will contact the parents to discuss further actions, which can include dismissal from the league.

Article X GRIEVANCES

1. Any complaint or suggestion will be handled as follows:
2. Coach shall be notified first.
3. If the issue cannot be resolved by/with coach, the commissioner will assist.
4. If both commissioner and coach cannot resolve, then it may be brought before the board.
5. These complaints shall be brought to the Executive Board at the next regularly scheduled meeting of the W.J.Y.A.A. Any action will then be at the discretion of the board (these issues shall not be heard as a regular part of the general meeting, but will be addressed at a closed session).

Article XI COMMISSIONERS:

OPERATIONAL - All appointed and confirmed commissioners are to lead those within their sport board (Basketball, Cheer, Lacrosse, Football, Soccer, Volleyball, Dodgeball and Baseball/Softball) to follow and abide by all rules and regulations set forth by the WJYAA Executive Board and any other organization their sport is part off (MWYFL/MWYBL/LONDON KIWANA etc). Conflicts between WJYAA rules and other governing bodies should be brought to the Executive Board for resolution. All commissioners should have representation present at WJYAA Executive Board Meetings. Special mandatory meetings maybe called from time to time.

1. All commissioners are to provide a list of potential coaches to the Executive Board. The executive board shall have the final decision on coaching confirmations.
2. Commissioners are to ensure that their sport has a compliant process that is aligned with the policy set forth by the Executive Board and to enforce this policy.
3. Commissioners are to provide representation at their sports at league meetings.
4. Insuring ALL coaches receives a copy of ALL rules and schedules after reviewed by the board.
5. Conducting all and maintaining a well-organized program as assigned by the Executive Board. Commissioners act as an Executive Board Member during their season as Commissioning the sport and must carry out the rules and ensure all things run as the board intends.
6. Commissioners and all-star team coaches shall be elected positions with nominations at one meeting and then voted on the next meeting. (This is if more than 1 person wants the coaching or commissioner's position).
7. Commissioners are required to inform the president of any issues regarding coaches, or any disciplinary action for Foul and abusive language or other policy violations for coaches, parents or participants. The president will supply a detail written documentation to the executive board supporting this action immediately. Normal disciplinary procedures must be completed by the executive board.
8. Commissioner should be or shall make arrangements and have an in charge person overseeing the daily events.
9. Any fees paid to a Commissioner or other member must be given to the treasurer or a board member directly for handling within 48 hours or must make other arrangements with the treasurer or assistant treasurer directly. The Coach, Commissioner or other member will be held responsible for the funds while in their possession as mentioned herein.
10. Commissioners are to work and be in communication with the president and keep him/her updated on the progress of the program all details. The president shall continue to have an oversight of all activities to ensure operations run as expected by the executive board.

Article XII COACHING

1. All coaches shall be responsible for the equipment assigned to them. The replacement value of the lost or damaged equipment, as a result of negligence on the part of the coach, shall be payable to the WJYAA. Each coach will be asked to sign for their equipment.
2. Head coaches cannot be both coach and commissioner of the same league.
3. There will be no use of tobacco products (including chewing tobacco) or alcohol, or profanity, by coaches or assistant coaches at any time during practice, on the playing field, or any team function.
4. Coaches will be asked back to the league upon recommendation from the board and the number of teams in the league. A coach or their assistant shall not make an assumption that they will coach the following season or in another WJYAA sport. It shall be up to the sport commissioner with executive board approval to extend the coach and invitation to coach. The assistant coach is subject to approval by the commissioner and the executive board.
5. The commissioner of a league must be notified 24 hours ahead of scheduled games by coaches of the games that are to be cancelled. The commissioner is responsible

for setting up make-up games.

6. The head coach is responsible for the coverage of working clock and/or concessions or they will be disciplined in a progressive manner as mentioned herein and up to including removal.
 - a. Warning
 - b. One week suspension or very next game.
7. A coach or their assistant shall not make an assumption that they will coach the following season or in another WJYAA sport. It shall be up to the sport commissioner with executive board approval to extend the coach and invitation to coach. The assistant coach is subject to approval by the commissioner and the executive board. A head coach or assistant coach must attend at least 50% of their said teams' regular season or scrimmage games and practices in order to be invited back to coach the following same sport season and/or coach at any level (head or assistant).
8. Any fees paid to a Coach, Commissioner or other member must be given to the treasurer or a board member directly for handling within 48 hours or must make other arrangements with the treasurer or assistant treasurer directly. The Coach, Commissioner or other member will be held responsible for the funds while in their possession as mentioned herein.

Negligence of 1-5 herein or other rules or policy adopted and passed by the Executive Board can be handled in accordance with Section XII Removal of Coaches or Commissioners.

Article XIII REMOVAL OF COMMISSIONER/COACHES

Any coach / commissioner may be removed from his/her position for violation of any but not limited to, the specific reasons set forth below by a majority vote of the Executive Board members present at the meeting which voting is taking place.

- Conduct inappropriate for an adult charge with supervising children;
- Incompetence;
- Gross Neglect of Supervisory Responsibility;
- Displays public acts or conduct toward the WJYAA that may potentially cause a negative impact on the WJYAA
- Absences;
- Dishonesty;
- Inadequately staffing concession with parents as directed by the Executive Board
- Failure to properly notify children and or parents of Fundraisers or Events as instructed by the Executive Board of WJYAA

In addition to those specific reasons listed above, the WJYAA Board may consider any situation it feels is detrimental to the organization, the members, the participants, the parents or any other situation arising. The board's responsibility is to advise the coach in writing through the President or designee that a hearing will be held regarding their removal within 7 days. The individual shall be given every opportunity to address the situation with any of the following: a written explanation of the circumstances, a verbal explanation, witnesses, evidence and excuses. At the discretion of the Board with a majority vote involving the Coach / Commissioner, the coach / commissioner maybe suspended pending the outcome of the hearing. The President shall moderate such a proceeding and decide when a vote is to be taken by day 10 of the notice of hearing. The

membership vote is final. For any hearing scheduled and the accused coach / commissioner does not show, a vote will still occur and the vote shall be final and said decision shall be delivered by the President or designee.

Article XIV DRAFT:

The following will be the set ages and cut-off dates for each league (Table 1): See the Draft or Evaluation Policy

BASKETBALL

<u>League</u>	<u>Ages / Grade</u>	<u>Cut - off Date</u>
Pee-Wee Co-ed	Ages 4, 5, 6	August 1
Jr. Basketball (Boys/Girls)	Ages 7, 8, 9	August 1
Sr. Basketball (Boys/Girls)	Ages 10, 11, 12	August 1

BASEBALL

<u>League</u>	<u>Ages / Grade</u>	<u>Cut-off Date</u>
Baseball/Softball	Determined by league	
T-Ball	Ages 4, 5, 6	March 1

VOLLEYBALL

<u>League</u>	<u>Ages / Grade</u>	<u>Cut-off Date</u>
Jr. Volleyball (Co-ed)	Grades 2, 3, 4	August 1
Sr. Volleyball (Co-ed)	Grades 5, 6, 7, 8	August 1

SOCCER

<u>League</u>	<u>Ages / Grade</u>	<u>Cut-off Date</u>
Pee-Wee (Co-ed)	Ages 3, 4, 5	March 1 (spring) September 1 (fall)
Jr. Soccer (Co-ed)	Ages 6, 7, 8	March 1 (spring) September 1 (fall)
Sr. Soccer (Co-ed)	Ages 9, 10, 11, 12, 13	March 1 (spring) September 1 (fall)

FOOTBALL

<u>League</u>	<u>Ages / Grade</u>	<u>Cut-off Date</u>
All leagues	Determined by League	August 1

CHEERLEADING

<u>League</u>	<u>Ages / Grade</u>	<u>Cut-off Date</u>
All Leagues	Grades K-8	August 1

Article XIV BASEBALL / SOFTBALL

1. Co-ed T-Ball will be 4, 5 and 6 year olds. No score will be kept. This is strictly an instructional league. Prior to the start of the season, coaches, and commissioner will meet and vote upon # of players on field, 3 outs or bat all players, etc. (Majority rules). All rules will be typed and passed out to all parents.
 2. All players must learn 1 infield and one outfield position.
 3. Each player in T-ball will be given 3 pitches by a team coach before the "T" is put in place.
- 2) All other leagues will follow the rules of the Midwest Buckeye Baseball League or item(s) associated with baseball or softball can be approved by the commissioner and the WJYAA

Board.

Article XV SOCCER

1. All players are required to receive equal playing time. No player shall play 4 quarters unless all players have played no less than 3 quarters.
2. All players are required to play at least 1 quarter on offense and 1 quarter on defense (defender or goalie). No player shall play in the same position more than 2 quarters. Try using all players on all lines. Only exception being during tournament play.
3. No slide tackling, **NO EXCEPTIONS!!!!**
4. A 4 goal rule will be enforced. A team ahead by 4 goals must adjust their lineup and pull scores to defense. If a team then scores a 5th goal, only 3 players can cross midfield. Try to make the players non-scorers.
5. No coach is allowed past midfield and the 18 yard box on their side of the field. No one can be behind the goals at anytime. The only exception to this rule is in the junior league.
6. Instructional League 3, 4 and 5 year olds (4 weeks)
 - a. Junior League 6, 7, 8 year olds
 - b. Senior League 9, 10, 11, 12, 13 year olds
7. Run soccer sign-ups along with football in the fall, first week of August.
8. Start Spring league-sign-ups in February for March/ April league.
9. Season will consist of scrimmage games with an optional double elimination tournament at the end of the season for trophy placement/awards, that will be voted on by the coaches. All games not made up prior to the tournament will be forfeited.
10. Soccer will be governed by Ohio High School rules whenever possible. With the exception, only tree attackers/forwards will be allowed past midfield after a difference in the score of five (5) goals.
11. Sr. League Soccer parents will sit on the opposite side of the field from where the teams sit.
12. Each team is allowed to have 3 designated coaches on the sidelines per game. Any other rules, decisions or item(s) associated with soccer can be approved by the commissioner and the WJYAA Board.

Article XVI VOLLEYBALL

1. Everyone plays and the team rotation is done by rotating the player out at the position before the server. That means everyone coming in is in the serving position and when one person rotates in then another rotates out. If someone gets injured and comes back into the game, they must come back in to the spot they rotated out of.
2. Maximum of 6 serves per person, this includes during tournament play.
3. Season will be instructional; with commissioners refereeing if so chooses with matches consisting of 15 minutes per match. Score can be kept but will not count for trophy placement. The season will end with a competitive double elimination tournament and trophy placement awards. Tournament dates will be set by the WJYAA board.
4. Any other rules, decisions or item(s) associated with volleyball can be approved by the commissioner and the WJYAA Board.

Article XVII BASKETBALL

1. Players must have at least 12 minutes of playing time (exceptions are no call, no show, no playtime required).

2. Jr. Girls/Boys, no press until last 2 minutes of each half and no full court press if team is up by 10 points or more.
3. Sr. Girls/Boys, no full court press if team is up by 10 points or more, team can only press at half court.
4. Season will consist of scrimmage games with double elimination tournament at the end of the season for trophy placement. The tournament dates will be set by the board. Item(s) associated with basketball can be approved by the commissioner and the WJYAA Board.

Article XVIII CHEERLEADING

SECTION 1 Overview Guidelines

1. The cheerleading teams in this league will be cheering for WJYAA Youth Rec Football. Cheerleading focus is on participation and fundamentals. There is an end of season "dance competition", performed at the awards ceremony but it is not their primary focus.
2. Any cheerleader requesting to cheer in a different age division, for any reason, must submit written a request signed by the participant's parent or legal guardian, to The Organization Cheerleading Commissioner and the WJYAA Board at the registration. Special evaluation may take place.
3. To be eligible for WJYAA Cheer a cheerleader must be four (4) years old as of August 1st of the current year and may not be fifteen (15) years old or older before August 1st and must not be currently participating in the same school sport. Certain exceptions could apply and must be approved by the commissioner.

SECTION 2 Coach Guidelines

1. Cheerleading coaches must follow our coach rules as outlined herein these bylaws in Article XII COACHING. Coaches are to be on time and should set a good example for their squads and our visiting community at all times. If a head coach is going to be tardy or absent for any activity or game, all their team parents must be notified by them and provided with a name of an in charge coach.
2. The coach should also have their assistant in charge taking care of the team. Any game cancelations will be done by the cheer commissioner and will never be canceled or called by a cheer coach. All cheerleaders should attend the games regardless if the cheer coach can't make it as provisions should be made for the cheerleaders to cheer for the game. Cheer commissioner should be notified if they are not going to be there and whom is responsible.
3. A game cancelation is different and will be notified to the cheer commissioner through the football commissioners. If a game cancelation occurs for harsh weather conditions or not enough players or the cancelation, it shall come through the cheer commissioner from a football commissioner. Cheer coaches will inform their teams of the game cancelation when the cheer commissioner or his/her designee notifies them. And if a makeup game is scheduled those details will come through the cheer commissioner.
4. All coaches that will be supervising on game day or at practices must be listed on the squad's roster. All coaches must also complete the Volunteer Coaches Application Form. A maximum of 4 (four) coaches' names per squad will be submitted with the

squad roster unless there are backups needed. Any other adult not rostered will not be permitted in approved cheerleading areas. Coaches are strongly encouraged to be at least 18 years of age before April 1, of the current year. This may be modified, provided several different decision making areas are covered. Including but not limited to an Adult supervising activities or there are at least 1 other adult team rostered coaches that can be present at all games or practices.

5. All cheerleading coaches shall be prohibited from using any form of tobacco, alcohol, or illegal drugs as well as any form of profanity while on the playing field or practice field, or at any time while in contact with children. Coaches should not be visible to the children and must follow our smoking policy as outlines in these bylaws.

SECTION 3 Cheerleader Guidelines for WJYAA Rec Cheer

1. Uniform Approved by WJYAA must be worn during games. Soft-soled shoes must be worn while competing. No dance shoes/boots, and/or gymnastics slippers (or similar) allowed. Shoes must have a solid sole.
2. Jewelry of any kind, including but not limited to, ear, nose, tongue, belly button and facial rings, clear plastic jewelry, bracelets, necklaces and pins on uniforms is discouraged. Jewelry should be removed or parents may use medical tape over the items. Exception: medical ID tags/bracelets.
 - Clarification: Rhinestones are legal when adhered to the uniform and illegal when adhered to the skin.
 - Flags, banners, signs, pom poms, megaphones and pieces of cloth are the only props allowed. Props with poles or similar support apparatus may not be used in conjunction with any kind of stunt or tumbling. All props must be safely discarded out of harm's way (example: throwing a hard sign across the mat from a stunt would be illegal).
3. Any uniform piece purposefully removed from the body and used for visual effect will be considered a prop once it is removed from the body. • Supports, braces and soft casts which are unaltered from the manufacturer's original design/production do not require any additional padding. Supports/braces and soft casts that have been altered from the manufacturer's original design/production must be padded with a closed-cell, slow-recovery foam padding no less than one-half inch thick if the participant is involved in stunts, pyramids or tosses. A participant wearing a hard cast (example: fiberglass or plaster) or a walking boot must not be involved in stunts, pyramids, tumbling or tosses.
4. Athletes must practice and perform on an appropriate surface. Technical skills (stunts, pyramids, tosses or tumbling) may not be performed on concrete, asphalt, wet or uneven surfaces or surfaces with obstructions.
5. On the level grid, all skills allowed for at a particular level encompass all skills allowed in the preceding level.
6. Required spotters for all skills must be your own team's members, and be trained in proper spotting techniques. Adults associated from the team are acceptable.
7. Drops including but not limited to knee, seat, front, back and split drops from a jump, stunt, or inverted position are not allowed unless the majority of the weight is first borne on the hands or feet, which breaks the impact of the drop. Shushinovs are allowed.
8. Clarification: Drops that include any weight bearing contact with the hands and feet are not in clear violation of this rule.

9. All stunts and tumbling may only be done on a mat or flat grassy area. The coach is responsible for inspecting the area prior to the start of all practices and workouts. Make sure there are no physical obstructions in the area, and that cheerleaders are not in the pathway of any other individuals.
10. Coaches must require proficiency before skill progression. Coaches must consider the athlete, group and team skill levels with regard to proper performance level placement.

SECTION 4: Game Day Protocol

1. Half-time cheers, dances, or stunts will be limited to three (3) minutes per squad & are to be performed for the opposing crowd.
2. The visiting squad shall be introduced and perform first. At the end of the game, all cheerleaders shall line up behind the football team for the purpose of shaking hands with the opposing team and their cheerleaders.
3. If a football player becomes injured during a game, both cheerleading squads are to stop cheering, kneel on one knee, or stand quietly, until the player is up or removed from the playing field, at which time the injured player should be applauded.
4. All cheers and chants are to be free of vulgar words, phrases, and motions. No type of derogatory cheer will be allowed.
5. Cheerleading coaches are to keep their cheerleaders off the playing field and within the defined sideline boundaries, as designated by Knox County Parks and Recreation, except at half time.
6. Each squad must be accompanied by at least one (1) rostered coach on game day. No squad should be on the field without a certified coach.
7. All participants must be in uniform. A uniform may be as simple as a t-shirt, but all members of the squad must look alike.
8. All participant uniforms must cover the midriff when standing at attention. Flesh/nude colored body suits or liners and any sort of fringe do not constitute as a covered midriff. All skirts must also be an appropriate length and must be beyond fingertip length. All participants must wear tennis shoes.
9. Cheerleaders may have a warm-up/Sweatshirt and leggings (not both) but are not required.
10. Poms and flash cards are allowed. All other items considered as props, including megaphones, are allowed with caution. Coaches must accept responsibility of punishment if these items are used inappropriately.

SECTION 5: Stunts, Jumps and Tumbling Restrictions

1. All stunts, pyramids, jumps, and tumbling **MUST** be taught in sequence. Cheerleaders **MUST** master a stunt, pyramid, jump and tumbling move in practice before they can do it at a game or competition.
2. Stunts and pyramids must follow Ohio High school safety guidelines. Height limits are as follows: Ages 4, 5 & 6 may go to the waist Ages 7 & 8 may go to the shoulder Ages 9 - 15 may go full extension
3. Basket tosses are only allowed for ages where full extension stunts are allowed.
4. All jumps are allowed for all ages.
5. Tumbling restrictions are as follows: Ages 4, 5 & 6: Cartwheel, round off, front and back walkover, and handstands Ages 7 & 8: All of the above, plus front handspring (1) and standing back handspring (1) Ages 9 - 15: All tumbling is allowed.
6. Cheerleaders should be taught proper spotting techniques and proper spotting should

always be used when practicing new stunts.

7. If stunts are performed ABOVE WAIST HIGH, continuous spotters shall be required. Thigh stands DO NOT require spotters once the skill is mastered.

All teams:

- No basket or elevator tosses.
- No tension rolls.
- Tumbling is acceptable, but not required.
- No twisting tumbling (Arabians or full twists).
- No released twists (no helicopters, log rolls or twisting cradles).
- Only straight cradles allowed.
- A spot is required on all building.
- No inversions allowed in stunts.

Additional age level restrictions:

- Flag (K – 1st grade):
- No building above the waist.
- Thigh stands are acceptable
- One foot must be in contact with the base at all times.

PeeWee (2nd& 3rd Grade):

- No building above shoulder level.
- Elevator preps, shoulder level liberties, shoulder stands/sits are acceptable.
- One foot must be in contact with the base at all times except during a cradle.

Juniors (4th – 6th grade):

- The top girls must have both feet in contact with the base at all times during any extended stunt (no liberties).

Article XIX FOOTBALL

Article XX DODGEBALL

1. Dodge ball game or scrimmage is played by two teams, each made up of ten Players. The purpose of each team is to eliminate opposing team members. This is done by striking opposing players with thrown balls or catching balls thrown by opposing players while preventing the opposition from doing the same. All play is subject to restrictions laid down in the rules of dodge ball that is set and maintained separately from these by laws. Dodge ball game rules will be set and agreed by the board and commissioner prior to the start of the season. The purpose of the rules is to create a balance of play; provide reasonable safety and protection; and create an atmosphere of sportsmanship and fair play without unduly limiting freedom of action of individual or team play.
2. All players must have play time (exceptions are no call, no show, no playtime required). Substitutions or adding players are not allowed during tournament play. If a team of 8 shows up to play a team of 10; the team of 10 must only use 8 players;

there will be equal players of both teams playing a game or tournament. The children must be on a roster of either team in the scrimmage game.

3. COURT MONITORS AND OFFICIALS. All scrimmages and tournaments will be supervised by Court Monitors and board members. Primary responsibility is to signal the start/end of games and timeouts, keep time and track eligible players. Rules will be enforced primarily by the "honor system." Players will be expected to rule whether or not a hit was legal or whether they were legally eliminated. Court monitors may warn players and call technical fouls on those who display unsportsmanlike conduct. Any coach having more than two (2) technical fouls in a game will be ejected from the game. NOTE: A Court Monitor is NOT required to warn a coach or player before calling a technical foul. Any team receiving three (3) technical fouls in one game will forfeit that game. When any monitor makes a call, and a player does not exit the play should be stopped until the player exits. Play continues until the monitor's signal. A player's or coach request does not stop play - the monitor's signal does.
4. Rules will be enforced primarily by the "honor system." Coaches should pay attention and his players will be expected to know whether they were legally eliminated. Court monitors may warn players and call technical fouls on those who display unsportsmanlike conduct. Any player receiving two (2) technical fouls in a game will be ejected from the game. Severe infractions or multiple technical fouls may result in suspension from matches or tournaments. NOTE: A Court Monitor is NOT required to warn a player before calling a technical foul. Any team receiving three (3) technical fouls in one game will forfeit that game
5. Season will consist of scrimmage games with double elimination tournament at the end of the season for trophy placement. The tournament dates will be set by the board. Item(s) associated with dodge ball can be approved by the commissioner and the WJYAA Board.

Article XXI TOURNAMENT TEAMS

6. Selection of tournament teams will be the same for all sports.
7. Coaches will be told at draft to express an interest to the commissioner if wanting to be considered for coaching a tournament team. Commissioner will contact a board member.
8. All coaches and commissioners will meet mid-season to elect a head coach and to select players for the tournament team. Commissioner will vote only if there is a tie.

Article XXII BY-LAW CHANGES

1. Organization Articles of Incorporation may be amended by recommendation of the president during a regular meeting.
2. By-laws may be altered or amended and additional by-laws adopted through the following process.
3. A person must be in attendance the previous meeting to have voting privileges or to propose a by-law change. Nothing contained herein is intended to abrogate the powers of the Executive Board to set policy, procedure and make decisions in the best interest and on behalf of the WJYAA.
 - a. Alterations, amendments or additions to the by-laws should only be made at the January and July meetings; along with Article V Policies item 2.
 - b. Proposed changes will be received, read aloud at the December and June

- meetings. Any member eligible to vote must be present at both the reading/discussion of proposed changes and then the next month, when the actual voting will take place.
- c. At the January and July meeting, when the actual vote is taken, there will be no further discussion of changes, the proposed change is read and then a vote is taken. Vote can be either by show of hands or by handwritten secret ballot (to be agreed upon by the general membership).

Article XXIII FINANCIAL RECORD REVIEW

The Board of Directors may review the financial records of the association at any time. All books and records of the association maybe inspected by any member, director, agent, attorney or proper person within reasonable time upon written request stating such purpose. Copies of such records shall be furnished upon the paying of costs associated with compiling same. Public request information may be requested and reasonable allowed time period shall be allotted to furnish records. By unanimous vote of the Executive Board the President shall designate an outside professional to provide financial audit annually at a reasonable rate or upon transfer of the financial records to a newly elected Treasurer of which shall be paid for out of WJYAA funds.

Article XXIV FISCAL YEAR

The fiscal year of West Jefferson Youth Athletic Association shall be from January 1 through December 31.

Article XXV BONDING OFFICERS

By unanimous vote of the Executive Board a Surety Bond shall be required of the Executive Board in such amount as the Board shall specify and which bond shall be paid for out of WJYAA funds and renewed prior to expiration of the policy.

Article XXVI PROPERTY AND LIABILITY INSURANCE

By unanimous vote of the Executive Board adequate property and or equipment policy with coverage of the organization and members associated thereof for liability insurance to cover the Organization, its property and equipment thereof in the event of any loss or claim.

Article XXVII PURCHASES

All purchases, expenditures of the organization shall be approved by the board. Purchasing or a purchasing policy is maintained administered in our board adopted financial policy thereof.

Article XXVIII EFFECT OF PARTIAL INVALIDITY

The determination by a court of competent jurisdiction that any part of these Articles of Incorporation, Bylaws or Policy be invalid shall not invalidate or impair the force or effect of any other part hereof except to the extent that such other part is wholly dependent for its operation upon the part declared invalid.

Article XXIX DISSOLUTION

In the event that West Jefferson Youth Athletic Association, Inc. (WJYAA) ceases to function as a not for profit company or dissolves as a not for profit company the process

shall be done in accordance with Ohio law Governing such action and the remaining assets (if any) shall be applied and distributed as follows:

All liabilities and obligations of the corporation shall be paid, satisfied and discharged, or adequate provision shall be made thereof.

Assets held by the corporation including any donations, funds, WJYAA equipment, sports equipment, property, structures and concession equipment upon conditions requiring return, transfer of conveyance, which conditions occur by reason of the dissolution, shall be returned, transferred, or conveyed in accordance with such requirement if and how the board so chooses thereto.

All other assets shall be transferred by the executive board of West Jefferson Youth Athletic Association to any alternate successor organization it deems to have the same stated purpose of this corporation. Said successor organization shall not have financial or administrative ties to any current West Jefferson Youth Athletic Association member at the time of dissolution.