

Jim

BRANFORD YOUTH FOOTBALL LEAGUE, INC.
(BYF)
BY-LAWS
AMENDED April 11, 2007

ARTICLE I: PURPOSE

- 1. The purpose of the organization shall be the following:
 - a. Promote appreciation for and enhance long-term participation for the game of football within the town of Branford.
 - b. Provide a playing opportunity for every youth of appropriate age who want to play.
 - c. Promote the development of coaching and player skills to enhance team play and the overall football experience.
 - d. Emphasize fun, good sportsmanship, physical fitness, respectful and healthy attitudes and team play.
 - e. Assist as many children as practical in learning and enjoying the sport of football.
 - f. Ensure that each player receives their minimum playing time as outlined by The Shoreline League Regulations, any additional playing time is earned by player ability, dedication and commitment to the league,
 - g. Prepare players for playing High School Football.
 - h. Instill a spirit of competitive play and sportsmanship.
 - i. To help inspire in our youth a sense of responsibility, cooperation and self-reliance.
 - j. To assist all other youth groups and football programs in any way possible.
 - k. To raise, hold and use funds in order to carry out the above purposes.

ARTICLE II: EXECUTIVE BOARD AND OFFICERS

1. The Executive Board of Directors shall conduct the business of the organization including elections, oversight of chairpersons and will have the power to determine organization policy and participate as a voting member in league policy.

- a. Board of Directors will consist of:
 - I. President: Executive Board Member
 - II. Vice President: Executive Board Member
 - III. Secretary: Executive Board Member
 - IV. Treasurer: Executive Board Member
 - V. Shoreline Rep: Board Member
 - VI. Coach's Liaison: Board Member

b. Board of Directors term of office for each said officer shall be a three (3) year term. If, for whatever reason, an Executive Board Member (excluding president -see article III) decides to step down from his/her position, the remaining Board of

Directors will appoint a new person to take over that position until the following election.

2. The Executive Board of Directors may appoint additional Chairpersons for heading up Positions such as:
 - a. Flag Football Coordinator
 - b. Cheerleading Coordinator
 - c. Fundraising
 - d. Webmaster
 - e. Concession
 - f. Equipment
 - g. Publicity
 - h. Game Commissioner

ARTICLE: III EXECUTIVE BOARD OF DIRECTORS DUTIES

- a. **President**- The president will call and conduct all meetings according to the By-Laws. He/she will be in charge of executing the policies approved by the Board of Directors. He /she will see that the statements and books are properly maintained according to the state statutes. Article III subsection A (If in case the President cannot commit to his/her full term and leaves with more than half his term left, the remaining Board of Directors will open up the position to a list of candidates to be voted on by the existing Executive Board. If more than half the term has been served, the existing Board of Directors will appoint the active Vice President to fulfill the rest of the term.)
- b. **Vice president**- The Vice-President shall perform the duties of the President when he/she is unable to do so. He/ she shall be responsible for overseeing the field preparation and coordinating game day events. (See Article III subsection B)
- c. **Secretary**- The secretary shall preserve in books of the organization the true minutes of the proceedings of all meetings of the organization, including a list of all attendees at each meeting. He/she shall read the minutes of the proceeding meeting at each meeting for acceptance by the attendees. He/she shall give all notices required by statute or By-Laws or resolution. He/she shall carry on correspondence of the organization exclusive of that related to the Treasurer and shall perform the duties of the secretary as stated above. He/she shall notify all board members of meetings, meeting changes and will notify the web master of any postings for the membership. He/she will also contact the community house to reserve the meeting location. (See Article III subsection C)
- d. **Treasurer**- Shall have custody of all funds and securities and shall keep in books belonging to the organization, full accounts of all receipts and disbursements.

He/she shall deposit all money, securities and other valuable effects in the name of

the organization in such depositories as may be designated by the organization, for that purpose by the organization. He/she shall distribute the funds of the organization,

taking proper vouchers for such disbursement and shall render to the attendees at the regular monthly meetings of the league and whenever requested in writing by a frequent meeting attendee, an account of all transactions as Treasurer and of the financial condition of the organization. In case of death, resignation, retirement or removal from office, all books, papers, vouchers, money and property of whatever kind in his/her possession or under his/her control belonging to the organization shall be returned to the organization. The Treasurer will provide the following at all monthly meetings and special board meetings when requested by the board: monthly expenditures, deposits, balance, copy receipts and bank statement copies for each board member. (See Article III subsection D)

- e. **Shoreline Representative-** Shall act as a liaison between the Shoreline League and Branford Youth Football. He/she is to ensure that all policies set forth by the Shoreline League are understood and implemented. Responsibilities include attending shoreline meetings, updating BYF organization on changes, voting at shoreline meetings and handling insurance guidelines. This is an appointed position chosen by the majority of the Executive Board to include the President, Vice President, Secretary and Treasurer. This position is a Board position and as such has voting privileges at any and all Board Meetings.
- f. **Coach's Liaison-** Shall act as a liaison between coaches and Executive Board and also between parents and coaches in an effort to communicate with the coaching staff and/or parents any decisions, policy implementation and conflict resolutions decided on by the Executive Board. This is an appointed position chosen in majority by the Executive Board Members to include President, Vice President, Secretary and Treasurer. This position is a Board position and as such has voting privileges at any and all Board Meetings. Coaches interested in this position can make their interests known to the board.
- g. **All Board Members and Chairpersons-** No Board Member or Chairpersons shall accept gratuities or money for services rendered on behalf of this organization, unless such gratuities are approved by a majority vote of the Executive Board. Duties and responsibilities of all Board positions are subject to change from time to time based upon the decisions of the Executive Board.

ARTICLE IV: ELECTIONS AND VOTING

- a. Nominations for the new Executive Board of Directors after three (3) year term will be made any time throughout the months of October and November.
- b. Voting will be done at the end of the year Banquet in December by secret ballot with the person receiving the highest number of votes elected to the position. In the case of a tie, there will be a second election for that said position.
- c. Current Board of Directors will vote and elect nominates and may seek re-election if desired.
- d. Only parents of active BYF players, coaches and current board members will be eligible to vote.
 - e. The President will be the tie breaking vote.
 - f. When Board positions are held by two members of the same family (spouse, sibling, etc) only one vote will be cast on behalf of the family, the higher board position will cast the vote per Article II.

ARTICLE V-MEETINGS

- a. Any and all meetings of Branford Youth Football will be held within the Town of Branford, CT.
- b. The monthly meetings of BYF will be held on the 2nd Wednesday of every month at 7:00 PM or on a date approved by the Board, unless such date shall conflict with some national holiday.
- c. At least 5 days prior to the date of a monthly meeting, written notice of the date, time and place of such meeting shall be posted on the web site and/or publicized in local paper.
- d. The order of business at all meetings of the Board of Directors will be by the agenda as follows:
 1. Roll Call
 2. Reading of the Minutes from previous meeting
 3. Treasurers Report
 4. Reports from BYF Shoreline Representative
 5. New Business
 6. Old Business
- e. Roberts Rule of Order will prevail at all meetings where they are not inconsistent with these By-Laws.
- f. Any persons wishing to have topic added to the Agenda under New Business at a monthly meeting must submit question in writing to the Secretary one (1) week prior to scheduled meeting. Topics will only be addressed during the New Business portion of monthly meetings.
- g. Monthly meeting will be closed to all after new business is discussed; Executive Board reserves the right to put time constraint on length of open portion of any monthly meeting.
- h. The Executive Board reserves the right to go on hiatus or hold Executive Board meetings only during the months of December, January and February.

ARTICLE VI- QUORUM

- a. Presence of not less than 4 Executive Board Members and a total of 6 Board Members in good standing of this organization shall constitute a quorum for the transaction of league business at any regularly scheduled meeting.

ARTICLE VII-AMENDMENTS

- a. The within By-Laws may be modified and/or amended every two (2) years by a majority vote of the Board of Directors if it is put in writing
- b. The Board of Directors, by majority vote, may call for a monthly meeting and/or Executive meeting to modify the By-Laws and/or Rules and Regulations.

ARTICLE VIII: DISSOLUTION

- a. In the event that the Branford Youth Football League shall hereinafter be dissolved, under the provisions of the Connecticut General Statutes, The Treasurer shall, prior to final dissolution, prepare and present to the Board of Directors a statement of all assets and liabilities.
- b. The Board of Directors shall, at or before the final meeting, by majority vote, direct the Treasurer to disburse the entire balance of said accounts to the following organizations; provided such organizations meet the exemption status under Section 501 @ (3) of the Internal Revenue Code at the time of dissolution.

1. The Branford High School Gridiron Club

ARTICLE IX: COACHES

- a. The Branford Youth Football League Code of Ethics presented to and signed by every Coach prior to every season shall govern coach's conduct. Copy of Coaches Code of Conduct form is available to view upon request and/or available for viewing on web site, (see schedule A)
- b. The Coach's Liaison shall review all complaints made in writing in regard to any coach within the Branford Youth Football League. A hearing will be held only after all attempts have been made to resolve complaint through mediation with the Coach's Liaison. After Hearing, the Board shall then debate and vote on any course of action.
- c. Every Coach's term is for one (1) season only.
- d. In conformance with Shoreline Youth Football requirements, Head coaches shall be nominated by June and voted on in July.
- e. Board of Directors can nominate head coaches and assistant coaches for any and all teams.
- f. Head coaches will present to the entire Executive Board one (1) month prior to upcoming season, a list of Assistant Coaches for approval. Additions to the coaching rosters are permitted, but the entire Executive Board prior to the coach's participation in team activities must first approve any addition.
- g. The Board of Directors reserves the right to refuse any coaching nomination submitted to them for consideration.

ARTICLE X: PARENTS and PLAYERS

- a. All parents must sign and be in compliance with the code of conduct agreement given at registration to retain the ability to attend and participate in scheduled monthly meetings. (See schedule B)

- b. All players must sign and be in compliance of player's code of conduct to be given out and explained by Head Coach of each team. Form must be signed and returned by the end of the first week of practice in order for the player to participate in League and team activities. (See schedule c)

**These By-Laws are hereby accepted and approved as of the
11th day of April 2007 according to Article VII-
Amendments.**

~~TOM NOLAN-PRESIDENT, BYF_~~ Resigned

~~JIM MAY-VICE-PRESIDENT, BYF_~~ President

TRACEY GAGNON-SECRETARY, BYF_

MARILYN RYAN-TREASURER, BYF_

JEFF GAGNON-SHORELINE REP, BYF_

MEKE POLESKI-COACH'S LIAISON, BYF_

Article III subsection A (If in case the President cannot commit to his/her full term and leaves with more than half his term left, the remaining Board of Directors will open up the position to a list of candidates to be voted on by the existing Executive Board. If more than half the term has been served, the existing Board of Directors will appoint the active Vice President to fulfill the rest of the term.)

Article III subsection B (If in case the Article III subsection A (If in case the Vice-President cannot commit to his/her full term and leaves with more than half his term left, the remaining Board of Directors will open up the position to a list of candidates to be voted on by the existing Executive Board. If more than half the term has been served, the existing Board of Directors will appoint a person to fulfill the rest of the term.)

Article III subsection C (If in case the Secretary cannot commit to his/her full term and leaves with more than half his term left, the remaining Board of Directors will open up the position to a list of candidates to be voted on by the existing Executive Board. If more than half the term has been served, the existing Board of Directors will appoint a person to fulfill the rest of the term.)

Article III subsection D (If in case the Treasurer cannot commit to his/her full term and leaves with more than half his term left, the remaining Board of Directors will open up the position to a list of candidates to be voted on by the existing Executive Board. If more than half the term has been served, the existing Board of Directors will appoint a person to fulfill the rest of the term.)

Players Code of Conduct

As a Youth Football player I recognize that football is an exciting game and that I am privileged to play it. I pledge that I will follow the Youth Football Code of Ethics:

1. I promise to make school activities and my school studies a priority over football activities.
2. I understand that family commitments are important considerations.
3. I will always exercise good sportsmanship by showing respect for my teammates, opponents, coaches, officials, and spectators at every game, practice or other Youth Football events.
4. I promise not to argue with my coaches, teammates, opponents, or officials.
5. I will play by the rules and in a sportsman like manner.
6. I promise not to use foul language on or off the field at any Youth Football event.
7. I agree that "trash talking", taunting, baiting and pointing at other players are all poor sportsmanship and against the rules. In addition, I realize that such actions often lead to retaliation by my team's opponents.
8. I understand that fighting is against the rules and is punishable by ejection from the game and by suspension for my team's next game. I further understand that any second ejection during the season results in suspension for the remainder of the season's activities.
9. I understand that fighting at any practices can also result in game suspension(s).
10. I will say "NO" to drugs, alcohol, and tobacco products, which are harmful to successful athletes.
11. I will respect and take care of my football equipment.
12. I will always wear all protective equipment - including my helmet, mouthpiece, shoulder pads, leg and hip pads and athletic supporter with cup protectors. If I do not have the equipment listed, I realize that I cannot play or practice.
13. I promise to tell the coach if I am injured.
14. I promise to tell or call the coach if I cannot attend an upcoming practice or game.
15. If I am playing two sports during the season, games will take priority over practices - regardless of the sport.
16. Inexcusable absences from practices or game(s) will result in loss of playing time.
17. I understand that if any of these rules are not followed, Youth Football League Coaches, and if necessary, board member discussions and votes will decide necessary disciplinary action. Disciplinary actions can include coaching consultations, running of wind sprints, ejection from the remainder of the practice or game, and or suspension(s).

Player's Signature _____

Date

*****PLEASE READ AND SIGN THIS. HAND IT TO YOUR COACH AT YOUR FIRST PRACTICE.**

**THANK-YOU, YOUTH
FOOTBALL**

Parents Code of Conduct - 2007

As a parent of a Youth Football player, I pledge to provide positive support, care and encouragement for my child(ren) participating in youth football by following this Parents' Code of Conduct:

1. I will encourage good sportsmanship by demonstrating positive support for players, coaches, cheerleaders, and officials at every game, practice, and other Youth Football events.
2. I will cheer for my team from the stands with enthusiasm but will never yell obscenities or derogatory remarks aimed at the opponents or conduct myself in an offensive manner. I realize that as a result of such actions, my team can be penalized for unsportsmanlike conduct and I may be removed from the grounds.
3. I will always place the emotional and physical well-being of my child(ren) ahead of a personal desire to win.
4. I pledge to reinforce and support my child's efforts. Winners are people who make maximum effort, continue to learn and improve, and do not let mistakes or fear of making mistakes stop them. I understand that mistakes are an inevitable part of the game and that children learn from their mistakes. I understand that children are born with different abilities and that the true measure is not how my child compares to others, but how he/she is doing in comparison to his or her best self.
5. I understand that less than 1% of youth sports participants receive college scholarships and that the top three reasons kids play sports are a) to have fun, b) to make new friends, and c) to learn new skills. I understand that the game is for the players and not the adults, and I will keep sports in the proper perspective.
6. I promise to alert the Coach(es) of a game or practice that my child(ren) will miss for any reason. I recognize that inexcusable absences by my child(ren) of practices or games will result in loss of playing time.
7. I promise to drop off and pick up my child from all practices and games on time.
8. I pledge to "Honor the Game". I understand the importance of setting a good example for my child. No matter what others may do, I will show respect for all involved in the game including coaches, players, opponents, opposing fans and officials. I understand that officials make mistakes. If the officials make a "bad" call against my team, I will Honor the Game and be silent.
9. I will require that my child(ren's) coaches be equally respectful of the players, parents, and officials needs.
10. I will not consume alcohol at any BYF game or practice.
11. I understand that if any of these rules are not followed, my team's head coach, and if needed, the Youth Football executive board will decide necessary disciplines.
12. I realize that Youth Football is a non-profit organization and I understand that I will be assigned various volunteer duties throughout the season on game days as well as fundraising obligations that I am responsible for fulfilling.

Date