

CONSTITUTION AND BY-LAWS OF THE HAMILTON YOUTH SPORTS ASSOCIATION

ARTICLE I: NAME This organization shall be known as the HAMILTON YOUTH SPORTS ASSOCIATION, hereinafter referred to as the League or HYSA.

ARTICLE II: OBJECTIVE

Section 1. The objective of HYSA shall be to implant firmly in the children of the community the ideals 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.

Section 2. To achieve this objective, the League will provide a supervised program under the Rules and Policies of the Harris County Recreation Board. All directors, officers, and members will bear in mind that the attainment of exceptional athletic skill and the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section five hundred one (501) C three (3) of the Federal Internal Revenue Code, the League shall operate exclusively as a non-profit organization providing a supervised program of competitive sports. No part of the net earnings shall inure to the benefit of any private shareholder or individual, no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

ARTICLE III: MEMBERSHIP

Section 1. Eligibility: Any person sincerely interested in active participation to effect the objective of the HYSA may apply to become a member.

Section 2. Classes: There shall be the following classes of members:

(a) Player Members: Any player candidate meeting the requirements and who resides within the authorized boundaries of Hamilton shall be eligible to compete for participation but shall have no rights, duties, or obligations in the management or in the property of the League.

(b) Regular Members: Any person actively interested in furthering the objective of the League may become a regular member upon request to the secretary. The secretary shall maintain the roll of membership to qualify voting members. All Officers, Board Members, Coaches, Committee Members, and other elected or appointed officials must be active Regular Members in good standing.

(c) Honorary Members: Any person may be elected as an Honorary Member by the unanimous vote of all the Directors present at any duly held meeting of the Board of Directors, but said member shall have no rights, duties, or obligation in management or in the property of the League.

(d) As used hereinafter the word "Member" shall mean a Regular Member unless otherwise stated.

Section 3. Other Affiliations: The Player Members shall not be affiliated with another organization or group to qualify as members of the League, with the exception of school sponsored sports.

Section 4. Supervision or Termination:

(a) The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class when the conduct of such person is considered to be detrimental to the best interest of the Hamilton Youth Sports Association.

(b) The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

(c) The Board of Directors shall suspend or terminate any Member who fails or refuses to comply with the Constitution and By-Laws of the HYSA.

(d) The Board of Directors shall, in case of a Player Member, give notice to the Head Coach of the team of which the player is a member. Said Coach shall be asked to appear in the capacity of an adviser with the Player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

ARTICLE IV: DUES AND MEMBERSHIP PERIOD

Section 1. Dues for Regular and/or other Membership classifications may be fixed at such amounts as the Board of Directors shall determine prior to the beginning of any membership period.

Section 2. No dues or fees of any kind shall be charged or assessed Player Members as a prerequisite to play in the League.

Section 3. The Membership Period will commence on the second Monday in July the time of our annual meeting and run until the next July. Memberships will be accepted at any time during the year.

ARTICLE V: MEETINGS

Section 1. **Annual Meeting**: The annual meeting of the Members of the League shall be held on the second Monday in July, for the purpose of electing Officers, Directors, and Members; receiving reports and for the transaction of such other business as may properly come before the meeting.

Section 2. Regular Meetings: **Regular meetings will be held on the second Monday of each month; time and place to be announced.**

Section 3. Special Meetings: Special meetings of the Members may be called the President upon the request of ten (10) per cent of the Members. The President shall call a special meeting to consider a specific subject. No business other than that specified in the notice shall be

transacted at the special meeting. Notification of all Members will be by telephone or verbal communication.

Section 4. Quorum: The presence in person or by proxy of twenty-five (25) percent of the Regular Members shall be necessary to constitute a quorum to transact business at the annual meeting or any special meeting.

Section 5. Voting: Only Regular Members shall be entitled to vote at any meeting, annual meeting, or special meeting of the League Members.

Section 6. Proxies: Each Member shall be entitled to one vote in person or by proxy. All proxies must be submitted in writing and in the manner prescribed by the Board of Directors.

PAGE 2 ARTICLE VI: BOARD OF DIRECTORS

Section 1. Board and Number: The management of the property and affairs of the League should be vested in the Board of Directors. The number of Directors should not be less than eight (8) or more than twenty (20). The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors shall have been duly elected and qualified.

Section 1 A. Officers: Officers (President, Vice-President, Secretary, Treasurer) shall remain on the Board of all sports for one (1) year. The only changes would be the position of the coaches from one sport to the next.

Section 2: Required Members: The Board Membership shall include the Officers, including the Board Representative, and a minimum of three (3) Managers. Of the three (3) Managers, there shall be one major, one minor, and one T-Ball.

Section 3: Annual Election and Term of Office: At each Annual Meeting, the Members shall determine the number of Directors to be elected for the ensuing year and shall elect such number of Directors. The number so fixed, may, within the limits prescribed by the foregoing Section (1), be increased or decreased at any regular or special meeting of the Members, and, if the number is increased, the additional Directors may be elected at the meeting at which the increase is voted, or at any subsequent meeting. All elections for Directors shall- be by Majority vote of all Members present or represented by proxy at the time of the meeting, if voted on as individuals or a slate; or if presented in ballot form, by most votes received, voting is by secret ballot. Election of Board of Directors will be each second Monday in July.

Section 4: Vacancies: If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it shall be filled by a majority vote of all present at any regular meeting or at any special meeting called for the purpose.

Section 4 A: Absences: Any member of the Board who misses two (2) consecutive meetings without a valid excuse, will be dismissed from the Board without discussion.

Section 5: Meetings, Notice and Quorum:

- (a) Regular meetings of the Board of Directors shall be held immediately following the election and on such days thereafter as shall be determined by the Board to plan programs and otherwise transact the business of the Hamilton Youth Sports Association. The regular meetings will be the second Monday of each month.
- (b) The President, whenever he or she shall deem it advisable, may issue a call for a special meeting of the Board.
- (c) In case of special meetings, such notice shall include the purpose of said meeting and no matters not so stated may be acted upon at the meetings.
- (d) A majority of the Members of the Board of Directors shall constitute a quorum for the transaction of League business, and a majority vote of those Directors present shall govern, except where otherwise provided herein.
- (e) Only Members of the Board of Directors shall make motions, second'motions, and vote on matters coming before the Board. Any Member may appear before the Board during a regularly scheduled meeting.
- (f) Roberts Rules of Order shall guide the proceedings of all Board meetings, except where they conflict with the League By-Laws or policies and rules of the Harris County Recreation Board.

Section 6: Duties and Powers:

- (a) The management of the property and affairs of the Hamilton Youth Sports Association shall be vested in the Board of Directors.
- (b) The Board shall have the power to appoint such standing committees or special committees as it shall determine necessary and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.
- (c) The Board may adopt such rules and regulations for the conduct of its meetings and the management of the Association as may be deemed proper, provided said rules and regulations do not conflict with these By-Laws.
- (d) The Board shall have the power by a two-thirds (2/3) vote of those present at any regular or special meeting to discipline, suspend or remove any Director or Officer or Committee Member of the League in accordance with the procedure set forth in Article III, Sec. 4 (a).
- (e) The Board shall, through the President of the League, prepare and make a report at the annual meeting of the Members of the American League which shows the whole amount of real and personal property owned by it, where located, and where and how invested, the amount and nature of the property acquired during the year immediately preceding the date of the report and the manner of the acquisition; the amount applied, appropriated, or extended during the year immediately preceding such date, and the purposes, objects or persons to or for which applications, appropriations, or expenditures have been made; and the names and places of residences of the persons who have been admitted to membership in the League during such year, which reports shall be verified by the President and Treasurer and a copy filed with the records of the League and an abstract thereof entered in the minutes of the proceedings of the annual meeting.

ARTICLE VII: DUTIES OF OFFICERS

Section 1. Election: To be held on the second Monday in July and convened by the President after all other business is finished.

Section 2. Officers: The Officers of the League shall consist of a President, one Vice-President, a Secretary, **two Treasurers**, a Board Representative, and **one Coach from each team**.

Section 3. The Board of Directors may appoint such other officers and/or agents as it may deem necessary or desirable, and may prescribe the powers and duties each and may fill any vacancies which may occur in any office. of

Section 4. President: The President shall:

- (a) Conduct the affairs of the League and execute the policies established by the Board of Directors.
- (b) Present a report of the condition of the League at the annual meeting.
- (c) Communicate to the Board of Directors such matters as he deems appropriate and make such suggestions as may tend to promote the welfare of the League.
- (d) Be responsible for the conduct of the HYSA in strict conformity to the policies, principles, Rules and Regulations of the Harris County Recreation Board.
- (e) Appoint in writing other Officers if necessary to have power to make and execute for and in the name of the League such contracts and leases as may have been received and gained prior approval of the Board.
- (f) Investigate complaints, irregularities, and conditions detrimental to the League and report thereon to the Board as circumstances warrant.
- (g) **Prepare and submit an annual budget, with assistance of the Finance, Budget, and Audit Committee, to the Board of Directors and be responsible for the proper execution thereof.**
- (h) The President, with assistance if needed, will examine the application and supporting proof-of-age and residence documents of every player candidate and certify as to residence and age eligibility before the player may be accepted for tryouts and selection.
- (i) Preside at HYSA meetings and assume full responsibility for operation of the League. The president receives all mail, supplies, and other communications. The president must see to it that all League personnel are briefed on all phases of rules and regulations and policies of the Recreation Board.

Section 5. Vice-President: The Vice-President shall:

- (a) **Be responsible for the fund raising projects for the League.**
- (b) Assist the Board of Directors in suggestions for financing.

Section 6.,. Secretary: The Secretary shall:

- (a) Be responsible for recording the activities of the League and maintain appropriate files, mailing lists and the necessary records.
- (b) Perform such duties as are herein specifically set forth and in addition such other duties as are customarily incident to the office of secretary, or as may be assigned by the Board of Directors.

- (c) Maintain a list of all HYSA Members, according to the various categories authorized, Directors and Committee Members, and give notice of all meetings of the League and the Board of Directors.
- (d) and Keep the minutes of the meetings of the Members and the Board of Directors, cause them to be recorded in a book kept for that purpose.
- (e) Complete all correspondence not otherwise specifically delegated in connection with said meetings and be responsible for carrying out all orders, votes, and resolutions not otherwise committed.
- (f) Notify Members, Directors, Officers, and committee members of their election or appointment unless some other system is used.
- (g) Keep, safeguard, and pass to the next secretary all legal documents, records, etc.

Section 7. Treasurers: The Treasurers shall:

- (a) Perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board.
- (b) Accept all monies and securities, and deposit, same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the League, and approve all payments from allotted funds and draw checks therefore.
- (d) Present at each regular Board meeting a written treasurers report.
- (e) Prepare an annual budget, under the direction of the President each year in advance of the new League year.
- (f) Prepare an annual Financial Report under the direction of the President for submission to the Board of Directors at the annual meeting.
- (g) Any purchase over fifty dollars (\$50.00) must be approved by the Board of Directors.

ARTICLE VIII: HEAD COACHES & COACHES

Section 1. Head Coaches and Coaches shall be appointed annually by the President, with the approval of the Board of Directors with two-thirds (2/3) majority vote and shall be responsible for the selection of their teams and for their actions on the field. Regulation one (1) (b). Head Coaches will be responsible for recommending their assistant coaches and shall be responsible for their conduct on the playing field and practice field.

Section 2. Any Coach may be asked to resign or. be dismissed when, in the opinion of two-thirds (2/3) of the Board of Directors, the best interest of the League will be served by such action.

Section 3. Head Coaches, Coaches, and Players shall conduct themselves at all times in a sportsmanlike manner. Players will not argue with the Umpires, nor in any way show displeasure or anger concerning any decision by them. No bats, helmets, gloves or any other articles or objects are to be thrown and players will refrain from directing any critical or disparaging remarks to other players. Head Coaches, when an occasion arises for discussion with an umpire, will approach the umpire with his request or question which is to be handled in the

manner prescribed in Little League Baseball or Football Rules and Regulations, whichever is applicable.

ARTICLE IX: AFFILIATION

Section 1. Charter: HYSA shall devote its entire energies to supporting the activities of organized sports.

Section 2. Rules and Regulations: The Official Playing Rules and Regulations as approved by the Harris County Recreation Board shall be binding on the Hamilton Youth Sports Association.

Section 3. League Rules: The local rules and regulations of the League shall be adopted by the Board of Directors at a meeting to be held not less than one month previous to the first scheduled game of the season, but shall in no way conflict with the Rules and Regulations of the Harris County Recreation Board. Said local ground rules shall be in writing and copies given to all Head Coaches, Coaches, and Members of the Board of Directors, and said rules may be altered in whole or in part by the Board of Directors with copies of these changes furnished to the above mentioned individuals. No rule shall be effective until it shall have been delivered to the above named individuals. The local rules will cover the following subjects: All Stars, playing schedules, start of practice, and any other subject not specifically mentioned in these By-Laws.

ARTICLE X: FINANCIAL & ACCOUNTING

Section 1. The Board of Directors shall decide all matters pertaining to the finances of the League and it shall place all income, from whatever source, in a common League Treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such team or individual.

Section 2. The Board shall not permit the contribution of funds or property to individual teams but shall solicit same for the common treasury of the League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the League.

Section 3. The Board shall not permit the disbursement of League funds for other than the conduct of League activities in accordance with the rules and policies of the Harris County Board of Recreation.

Section 4. The Board shall not permit the solicitation of funds in the name of the League (Football, Baseball, or T-Ball) unless all of the funds so raised be placed in the League Treasury.

Section 5. No Director, Officer, or Member of the League shall receive directly or indirectly, any salary or compensation from the League for services rendered as Director, Officer, or Member.

Section 6. All disbursements of the League funds shall be made by check the League's common treasury, except in the case of the concession stand operations where cash payment for goods

will need to be made and complete records kept on same. All checks shall be signed by the League Treasurers and such other officer or officers or person (s) authorized by the Board Directors. on of.

Section 7. The fiscal year of each league or sport shall be banquet of one respective to banquet of the next seasonal sport.

Section 8. Distribution of Property Upon Dissolution: Upon dissolution of the League and after all outstanding debts and claims have, been satisfied, the Members shall distribute the property of the League to such other organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section five hundred one (501) (c) of the Internal Revenue Code or any further corresponding exemption provision. No part of the property or cash assets shall pass to an individual in or outside of the League.

Section 9. Concession stand funds will be deposited in the General Fund, with 75% credited to the individual sport, and the other. 25% staying in the General Fund.

ARTICLE XI: SELECTION OF PLAYERS. Players in the Football, Baseball, or T-Ball League shall be selected as defined and outlined by the Harris County Recreation Board.

ARTICLE XII: LEAGUE INSURANCE.

Section 1. HYSA shall verify the acquisition of adequate liability and accident insurance with the Harris County Recreation Board before the beginning of player try-outs.

Section 2. The accident insurance shall cover all divisions of the League and provide coverage for player accidents, volunteer accidents, and special events accidents.

ARTICLE XIII: AMENDMENTS. These By-Laws may be amended, repealed, or altered in whole or part by a majority vote at any duly organized meeting of the Members provided notice of the proposed change is included in the notice of such meeting.