

**By-Laws of the
Slidell Youth Basketball Association**

**ARTICLE 1
NAME AND OBJECTIVE**

SECTION I

The name of this organization shall be known as the “Slidell Youth Basketball Association” (SYBA) the “Association”.

SECTION II

The objectives of the Slidell Youth Basketball Association are: to further basketball as a youth sport; teach sportsmanship and teamwork; and to bring clean fun and sports to the youth, age 4 to 16 of the greater Slidell Area.

**ARTICLE II
BY-LAWS**

SECTION I

These By-Laws shall govern and when rules of order are not covered, government of “the Association” shall revert to Robert’s Rules of Order.

**ARTICLE III
FISCAL YEAR**

SECTION I

For the purpose of reporting all the finances property value and the assets as well as planning the budget of the Slidell Youth Basketball Association, the fiscal year shall begin on May 1st of each year and will end April 30th of the following year.

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**ARTICLE IV
MEMBERSHIP**

SECTION I

The "Association" shall be composed of the following:

1. There shall be one class of members, namely active members. Active members shall include: parents of registered players (i.e., registered within the current season), board members, commissioners, and coaches. Membership shall be open regardless of gender, race, religion, or national origin.
2. Membership shall be evidenced by such documentation as may be deemed appropriate by the Board of Directors.
3. The amount of membership fee shall be established annually by the Board of Directors. The procedure for application of membership, and the procedures for collection of the membership fee shall be established by the Board of Directors.
4. Each active member shall be entitled to one (1) vote in the decision of directors and in other matters for which a vote of the governing membership is taken.
5. Membership rights shall not be transferrable by assignment or sale, or by inheritance or testament upon the death of the owner and no rights of ownership belonging to any former owner shall inure to any assignee, vendee, donee, heir, or legatee.

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**ARTICLE V
ASSOCIATION MANAGEMENT**

SECTION I – BOARD OF DIRECTORS

Elected positions of the Association make up and are the Board of Directors. The Board of Directors shall consist of the following 12 voting positions (the President is a non-voting position).

1. President
2. Vice President
3. Treasurer
4. Secretary
5. Player Personnel
6. Vice President – Girls (Ages 4-16)
7. Vice President – Junior Boys (Ages 4-7)
8. Vice President – Middle Boys (Ages 8-11)
9. Vice President – Senior Boys (Ages 12-16)
10. Director of Officials
11. Gym Coordinator
12. Director of Vendors

These officials will serve a one year term.

SECTION II – ELECTION OF BOARD OF DIRECTORS

The election of the Board of Directors shall take place in May of each year following the completion of the regular season play. The term of the newly elected directors shall begin on June 1st of each year, and end on the 30th of May, one year later.

A general membership meeting will be scheduled for elections during the month of May by the President through public notice to its members. This “public notice” should occur at least two weeks prior to the May meeting of the year and should involve posting of the notice on the league’s internet website and notification to

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the community by taking out a notice in a least one local newspaper. The public notices should make clear that:

1. The purpose of this meeting is for the election of members of the Board of Directors; and,
2. The meeting is open to all members of “the Association”

The newly elected Board of Directors shall work harmoniously with the outgoing Board of Directors from their election in May until the transfer of offices on June 1st.

In the event of the vacancy or absence of the President, the order of succession shall be:

1. Vice President
2. Treasurer
3. Secretary

In the event of the vacancy of any other elected Board position, the president shall appoint a temporary director to fill the vacancy until such time as an election can be held. The election shall be as soon as possible.

The President and Vice President position must be filled by an existing Board Member. Elected officials, who vacate their positions for any reason, are ineligible to run again for the same position or another elected position, for a minimum of one year from the date of their forfeiture/release from their elected position.

SECTION III – BOARD MEETINGS

Board Meetings should be held at least monthly at a regular time and location throughout the year. This time and location should be determined at the first Board Meeting of the newly elected Board and communicated to all the members of the Board.

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SECTION IV – EXPECTATIONS OF THE MEMEBERS OF THE BOARD OF DIRECTORS

Board Members are expected to do the following:

1. Fulfill his/her obligation to the league based on the nature of his/her positions as described in the job description (see By-Law Addendum 1) for that particular Board of Director's position;
2. Attend monthly meetings and supplemental meetings on a regular basis;
3. Participate in all meetings in a professional and contributory manner; and,
4. Participate actively in the administration of the league

SECTION V – VOTING PRIVELEDGES OF THE MEMBERS OF THE BOARD OF DIRECTORS

The voting privileges of members of the Board are maintained only by regular participation in the running of the league including regular attendance at meetings. Board Members shall participate in a minimum of 80% of all Board meetings to satisfy their regular attendance requirement. Consideration shall be given to excused absences in excess of the minimum required attendance upon consideration and approval of the President.

In the opinion of the President and the Board of Directors (by a two thirds majority vote), a Board Member is unable to fulfill his/her responsibilities as stated in the job description for that position, the Board Member may be removed from his/her position.

SECTION VI – COMMISSIONERS

The Vice Presidents of Senior, Middle, and Junior Boys and Girls shall appoint Commissioners for each league within the association as necessary and with the approval of the Board of Directors.

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**ARTICLE VI
MEETINGS**

SECTION I – MEETINGS

A simple majority of the Board of Directors in attendance at a particular meeting shall constitute a quorum of any Board of Directors meeting.

SECTION II – MEMBERSHIP

A general membership meeting will be scheduled by the President through public notice to its members and shall be the first meeting of the year. This “public notice” should occur at least two weeks prior to the first meeting of the year and should involve posting of the notice on the league’s internet website and notification to the community by taking out a notice in a least one local newspaper. Such meetings shall be held for the purpose of: approving capital expenditures budget; discussing any proposed By-Law changes; and general rule changes; and any other such business as may be deemed necessary. No more than two (2) membership meetings shall be held in any one (1) calendar day.

Members present at any membership meeting shall constitute a quorum for each meeting.

For general membership meetings, the President shall appoint a Sergeant of Arms to maintain law and order at all membership meetings and to count votes. Any member who attends a meeting and creates a disturbance, or becomes unruly, shall lose voice and his right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting by order of the President, subject to the challenge of the membership. Flagrant or persistent violation of this section by any member(s) shall be conduct unbecoming an Association member.

Each active member of the “Association” in good standing shall have the right to nominate, vote, hold elected office, express views, arguments, and opinions on all matters and business considered at membership meetings. Board Members must be present at a given meeting in order to vote on issues addressed at that meeting.

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Each member shall have the right to meet and assemble freely with other members and generally participate in the activities of the "Association" in a responsive manner.

Each member shall be obligated to conduct himself/herself in the highest respect while in the presence of the children of the Slidell Youth Basketball Association. Any person exercising the rights and privileges of a member shall not take any irresponsible action which would tend to jeopardize, destroy or be detrimental to the objectives of the "Association."

Violation or abuse of these rights and privileges of membership or engaging in conduct prohibited by this Article shall be considered conduct unbecoming an "Association" member. The violating member will be disciplined or membership withdrawn by the Board of Directors, subject to appeal by the membership.

SECTION III – SPECIAL

There shall be at least one (1) meeting each year subsequent to the general membership meeting and prior to the beginning of the season which shall be a special meeting set aside for the drafting of players.

Any other special meetings as deemed necessary may be called by the President through public notice.

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**ARTICLE VII
POWERS OF THE ADMINISTRATION**

SECTION I

The Board of Directors shall be the highest authority of the "Association", and shall be empowered to act on behalf of the "Association". The Board of Directors will approve the budget prior to its implementation each fiscal year. Subsequent change must be approved by the Board. Major capital expenditures must have the approval of the Board of Directors and the "Associations" lending institution.

SECTION II

Between meetings of the Board of Directors, the President shall be empowered to act on behalf of and take action permitted by the Board of Directors after taking a telephone/electronic (e.g., email) poll vote of all Board members, subject to approval of a majority of Board members.

SECTION III

The Board of Directors shall remove any coach, player, fan, or referee that is not complying with the objectives of the "Association".

SECTION IV

There will be no alcoholic beverages allowed at SYBA athletic events when children are involved. Smoking is not allowed inside the SYBA gym, City Gym, or anywhere on any school properties.

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**ARTICLE VIII
COMMITTEES**

SECTION I

The "Association" shall have the following standing committees appointed by the President. Each shall consist of not less than three (3) Board Members, the Chairman to be designated by the President. The President may appoint additional committees as required.

1. By-Laws Committee
2. General Rules Committee
3. Sportsmanship Committee
4. Grievance Committee

SECTION II

The members of these standing committees shall be responsible to the President for the activity and function of the committee.

SECTION III

The President is an Ex-Officio of all committees.

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**ARTICLE IX
FINANCES**

SECTION I

Any full or part-time employee will be employed at the discretion of the Board of Directors on a contract for hire basis. These include custodial help, gym openings and closings, and gym coordinators.

SECTION II

The President shall authorize the purchase of supplies and equipment for the "Association" within the limits established by the budget as approved by the Board of Directors. This authority may be delegated by the President to other members of the Board of Directors, but only within their specific areas of responsibility.

SECTION III

All "Association" directors and all "Association" personnel or volunteers shall at the completion of their duties, turn over all papers, documents, funds or other property to the properly constituted "Association" Director.

SECTION IV

Two (2) signatures shall be required on all checks written against all "Association" accounts for amounts over \$500.00. These checks must be signed by either the Treasurer, or the President and one other authorized signer.

Separate accounts that are set up for the Director of the SYBA Facility, Director of Concessions, or the Director of officials will only require the signature of that Board Member for all checks under \$500.00. All checks written for league expenses should be accompanied by a receipt provided by the vendor.

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The Treasurer is responsible for monitoring league expenses and insuring that league funds are used in accordance with the objectives of “the Association”.

Any expenses that fall into the following categories should be brought to the attention of the Board of Directors no later than at the next regularly scheduled meeting:

1. Expenses that are unexplained
2. Expenses that do not have a receipt provided by the vendor

SECTION V

The Treasurer shall maintain a double entry set of books based on the fiscal year ending April 30th and is responsible for all tax filings for that year. Books will be turned over to the subsequent Treasurer on June 1st following the close of the fiscal year.

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**ARTICLE X
ORDER OF BUSINESS**

SECTION I

SYBA meetings will be called together in the following manner:

President: "I now declare this meeting of the Slidell Youth Basketball Association open for the transaction of such business as may properly come before it"

1. Roll call of officers;
2. Reading of the minutes of the previous meeting;
3. Report of the Treasurer;
4. Reports of Officers and Committees;
5. Communications and Bills;
6. Unfinished business; and,
7. New business.

WITNESSES:

SYBA President

Notary Public

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**BY-LAW ADDENDUM 1
DESCRIPTION OF DUTIES FOR BOARD OF DIRECTOR POSITIONS**

President	<p>The President shall preside at all meetings of the SYBA and all meetings of the Board of Directors. He/She shall be ex-officio Chairman of all committees. The President is responsible establishing a budget for the fiscal year. The President is responsible for establishing a calendar of events for Summer and Fall basketball seasons. The President is responsible for scheduling all additional events that are scheduled at the SYBA gym. The President shall appoint a person to schedule all practice and game times at any SYBA sponsored facilities. The President shall appoint a manager of the SYBA concession stand. The President is authorized to sign checks with the Treasurer or any other officer as designed by the Board of Directors. He shall have the power to appoint all committees that he deems necessary for the carrying out of association policies. He/She shall, with the approval of the majority vote of the Board of Directors, have the power to sign all contracts, obligations, negotiate equipment prices, and be responsible for conduct of players and coaches. The President shall be empowered to settle all disputes arising from and during participation of all association basketball games between players, coaches, officials and parents: his/her decision is final. Should any vacancy occur on the office of President, the Vice President shall advance to the Presidency and fill the un-expired term and the Board of Directors shall fill the vacancy of Vice President by majority vote.</p>
Vice President	<p>In the absence of or inability of President to act, the Vice President shall perform all duties of the President and when so action shall have all powers and shall be subject to all restrictions. The Vice President shall assist with all day to day business, establishing a budget and calendar of events. The Vice President may exercise any additional powers which may be assigned to him/her by the President or Board of Directors.</p>
Treasurer	<p>The Treasurer shall have supervision over the funds, receipts and disbursements of the association cause all monies or other valuable effects to be deposited in the name and to the credit of the association in such banks or depositories as designated by the Board of Directors. He/She shall disburse funds of the association by checks of drafts drawn upon the authorized depositories of the association. He/She shall insist upon and preserve vouchers, purchase agreements, receipts or any other evidence of moneys disbursed. He/She shall keep a correct account of all the business and transactions of the association and upon request of the President or Board of Directors present these records. He/She shall be prepared to</p>

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present a statement of financial condition at all board of Director and general membership meetings of SYBA. All checks or other forms of disbursement of association moneys over the amount of \$500.00 must bear at least 2 signatures: President, Treasurer and any other officer designated by the Board of Directors. The Treasurer must be notified of all disbursements. The Treasurer will also help establish a yearly budget for the SYBA league.

- Secretary** The Secretary shall be responsible for keeping the minutes of Board of Officers and general membership meetings; also special meetings of the same. These minutes should be kept in a neat, explicit manner and permanently kept in a minute book furnished at the association's expense. He/She shall see that all notices are duly given to the press and public. He/She shall maintain the SYBA website with up to date information for the general public about the SYBA. All minutes of a previous meeting, after being read and accepted, must bear the signatures of those officers present.
- Player Personnel** Shall compile players records, coaches' records and all other pertinent records relating to the current seasons play are kept in a neat, organized manner. He/she shall supply all tryout and draft player information forms to all coaches.
- VP Girls** Over see all girl age groups. Assist with putting game schedules together. Participate in sportsmanship committee. He/She is responsible for finding coaches for each girl's age group, and is responsible for finding commissioners for each girl's age group. Responsible for getting coaches applications for all coaches in the girl's age group. Handle all issues and problems immediately. Update or get someone to update girl's scores on SYBA website.
- VP Jr. Boys** Over see all Jr. Boys age groups. Assist with putting game schedules together. Participate in sportsmanship committee. He/She is responsible for finding coaches for each Jr. Boys age group, and is responsible for finding commissioners for each Jr. Boys age group. Responsible for getting coaches applications for all coaches in the Jr. Boys age group. Handle all issues and problems immediately. Update or get someone to update Jr. Boy's scores on SYBA website.
- VP Middle Boys** Over see all Middle Boys age groups. Assist with putting game schedules together. Participate in sportsmanship committee. He/She is responsible for finding coaches for each Middle Boys age group, and is responsible for

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finding commissioners for each Middle Boys age group. Responsible for getting coaches applications for all coaches in the Middle Boys age group. Handle all issues and problems immediately. Update or get someone to update Middle Boys scores on SYBA website.

- VP Sr. Boys Over see all Sr. Boys' age groups. Assist with putting game schedules together. Participate in sportsmanship committee. He/She is responsible for finding coaches for each Sr. Boy's age group, and is responsible for finding commissioners for each Sr. Boy's age group. Responsible for getting coaches applications for all coaches in the Sr. Boy's age group. Handle all issues and problems immediately. Update or get someone to update Sr. Boy's scores on SYBA website.
- Director of Officials Schedule all officials for games. Maintain a good record for officials to be paid. Track and report to Board of Directors any players or coaches that violate SYBA sportsmanship agreement. Set up and participate in training classes for new officials. Implement and follow a guideline for officials' uniforms. Create, with assistance from President and Vice President, a progressive pay scale for new officials.
- Gym Coordinator Coordinate with all school custodians and principals for gym use by SYBA teams. Maintain the inside and outside maintenance of the SYBA gym. Inventory and present a list of equipment needs to the President. Assure that all equipment (e.g., balls, first aid kits, hang-on goals with backboards and rims) is operational and ready for opening day of practice. Order all supplies for the SYBA facility.
- Dir. of Vendors Is responsible for ordering all league uniforms. Responsible for getting quotes for pictures, trophies, uniforms, etc. He/She is responsible for coordinating with all coaches to get correct information and sizes for each league team before ordering uniforms, and is responsible for setting a time and location for distribution of uniforms to each team. He/She is responsible for reporting the financials of uniforms, trophies and pictures to the SYBA Board when requested.