



Bylaws

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ARTICLE I - NAME

This organization shall be known as the “RED LAND YOUTH BASKETBALL”, hereinafter referred to as “RLYB”.

ARTICLE II - PURPOSE

SECTION 1: The purpose of RLYB is to provide opportunities for students to learn basketball through an organized program and learn the values of pride, sportsmanship, and teamwork.

SECTION 2: The RLYB shall carry out its purpose by organizing recreational and travel basketball teams for students in grade school who are residents of the West Shore School District. Participation on such teams shall not be restricted by virtue of race, sex, creed, religion, national origin, or ethnic group.

ARTICLE III - EXEMPT ORGANIZATION AND DISSOLUTION

SECTION 1: Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

SECTION 2: Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE IV - PLAYERS AND MEMBERS

SECTION 1: PLAYERS. Player membership will be open to all individuals whose current grade falls within the grade levels of the program. Should a question regarding a player’s grade arise, the player must show proof of grade or participation in the program will not be permitted. Players must play in the division corresponding to their grade unless an exception is requested by the player’s parents/guardians and approved by the board of directors. The board reserves the right to place a player in a different grade division based on player evaluations.

SECTION 2: MEMBERS. All coaches, parents or legal guardians of Players, and RLYB board members shall be members.

ARTICLE V - PLAYER AND MEMBER PROTECTION POLICY

SECTION 1: The intent of the RLYB Player and Member Protection Policy is to sustain and promote a safe organized basketball environment for our Members, officials, players and volunteers.

SECTION 2: RLYB has a Zero Tolerance policy regarding abuse of Members, officials, Players, and volunteers. Offenders may be banned from attending games and/or practices. Examples of negative behavior include, but are not limited to, altercations, berating, confrontations, and fighting. Members, officials, Players, and volunteers should report violations of this policy to a RLYB board member. The RLYB Board of Directors reserves the right to remove coaches and players from a program without refund.

SECTION 3: Any Member or Player may have their membership suspended or terminated by the Board of Directors. Such suspension or termination shall require approval by no less than two-thirds (2/3) of the Directors present at the meeting at which the vote is taken. Upon written request signed by a former member and filed with the

Secretary, the Board of Directors may, by affirmative vote of two-thirds (2/3) of the members of the Board, reinstate such former Member or Player to membership upon such terms as the Board of Directors may deem appropriate.

SECTION 4: Members and volunteers must adhere to West Shore School District's policy for volunteers which includes providing required background checks. In the event a Member or volunteer is convicted of a crime after background checks are provided, they must notify the Board of Directors in writing of the conviction.

SECTION 5: The RLYB Board of Directors will keep the results of background checks confidential. Information will not be made public.

ARTICLE VI - FINANCIAL

SECTION 1: The Board of Directors shall decide on all matters pertaining to the finances of the association.

SECTION 2: RLYB shall not collect dues from its members. It may, however, collect registration fees from Members or Players. It may also engage in fundraising activities for the benefit of RLYB and furtherance of its objectives.

SECTION 3: All monies received by RLYB for any purpose shall be deposited to the credit of RLYB in a financial institution or institutions selected by the Board of Directors.

SECTION 4: Any individual making purchases using RLYB's funds shall provide a receipt for the purchase to the Treasurer. The Treasurer will archive the receipts and make them available for review if requested by the President or Vice President.

SECTION 5: Any purchase greater than \$50 needs to be approved by majority vote. Any purchases less than \$50 do not need a vote to be approved, but the purchaser shall notify all RLYB Officers via email prior to making the purchase. A receipt will be required in either case for reimbursement if purchases are made with personal funds rather than RLYB funds.

SECTION 6: The fiscal year ends June 30.

SECTION 8: No loans shall be made by RLYB to its Members, officials, Players, or volunteers.

ARTICLE VII - BOARD OF DIRECTORS

SECTION 1: All of the affairs and business of RLYB shall be conducted by the Board of Directors, consisting of the following positions:

President (Officer)
Vice President (Officer)
Secretary (Officer)
Treasurer (Officer)
Boys Program Director
Boys Program Assistant Director
Girls Program Director
Girls Program Assistant Director
Marketing Manager
Equipment Manager
Concessions Manager

Website Manager
Scheduling Manager
Fundraising Manager
Past President Advisor (non-voting member)
High School Basketball Head Coaches

SECTION 2: Additional positions may be created as needed at the sole discretion of the Board of Directors and amended in RLYB's By-Laws.

SECTION 3: A RLYB board member may be removed from the Board of Directors and forfeit their position for failing to carry out expected duties or for conduct detrimental to RLYB. Three (3) consecutive absences from scheduled Board Meetings will result in the Board requesting and reviewing the reasons for the absences, which could result in removal from the Board of Directors.

SECTION 4: RLYB board members shall not be personally liable for monetary damages for any action taken as a Board member acting on behalf of RLYB.

SECTION 5: Duties of Board of Directors are as follows:

- A. PRESIDENT. The President shall: (1) Preside at all meetings; (2) Serve as primary spokesperson for RLYB; (3) Direct the organization's budget and goals; (4) Have access to organization's financial accounts and make payments using checks, payment services, and signature cards as needed; (5) Fulfill or delegate duties of vacant board positions as necessary.
- B. VICE PRESIDENT. The Vice President shall: (1) Perform all the duties of the President, in his/her absence; (2) Conduct an annual review of the By-Laws and recommend revisions as needed; (3) Obtain and manage background checks for coaches and RLYB board members; (4) Assist Boys and Girls Program Directors with maintaining RLYB's "Coaches Binder" material.
- C. SECRETARY. The Secretary shall: (1) Keep a record of all the proceedings of all RLYB meetings; (2) Submit meeting minutes to the President for review and distribution; (3) Post approved meeting minutes to RLYB's website; (2) Record and present at scheduled board meetings any information or voting results that may have occurred outside of RLYB Board Meetings such as through email.
- D. TREASURER. The Treasurer shall: (1) Maintain financial records for the organization in accordance with generally accepted accounting principles and practices; (2) Have access to all of the organization's financial accounts; (3) Make payments using checks, payment services, and signature card for purchases approved by the Board of Directors; (4) Receive all monies or other property paid or donated to RLYB; (5) Present financial reports at each board meeting which include account balances, incomes, expenses; (6) Submit the financial records for audit by an auditing committee appointed by the President; (7) Present a financial report at the beginning and end of each fiscal year. (8) Coordinate the filing of the organization's yearly taxes.
- E. BOYS PROGRAM DIRECTOR. The Boys Program Director shall: (1) Maintain records for all boy players and teams; (2) Maintain a reference file for all rules and regulations for the boy divisions of the recreational program; (3) Supervise all activities for the boy divisions of the recreational program; (4) Manage Evaluation Day(s) for the boy divisions of the recreational program; (5) Create teams, including assigning coaches, for the boy divisions of the recreational program; (6) Conduct a pre-season meeting for the coaches of the teams in the boy divisions of the recreational program; (7) Coordinate a referee clinic prior to the start of games for the season; (8) Serve as liaison to the Head Coach of the Boys High School

Basketball Team; (9) Manage the Boys Travel Program activities if delegated by or in the absence of the Head Coach of the Boys High School Basketball Team.

- F. BOYS PROGRAM ASSISTANT DIRECTOR. The Boys Program Assistant Director shall: Assist the Boys Program Director with all assigned duties.
- G. GIRLS PROGRAM DIRECTOR. The Girls Program Director shall: (1) Maintain records for all girl players and teams; (2) Maintain a reference file for all rules and regulations for the girl divisions of the recreational program; (3) Supervise all activities for the girl divisions of the recreational program; (4) Manage Evaluation Day(s) for the girl divisions of the recreational program; (5) Create teams, including assigning coaches, for the girl divisions of the recreational program; (6) Conduct a pre-season meeting for the coaches of the teams in the girl divisions of the recreational program; (7) Coordinate a referee clinic prior to the start of games for the season; (8) Serve as liaison to the Head Coach of the Girls High School Basketball Team; (9) Manage the Girls Travel Program activities if delegated by or in the absence of the Head Coach of the Girls High School Basketball Team.
- H. GIRLS PROGRAM ASSISTANT DIRECTOR. The Girls Program Assistant Director shall: Assist the Girls Program Director with all assigned duties
- I. MARKETING MANAGER. The Marketing Manager shall; (1) Create and distribute all marketing material promoting RLYB programs via emails, flyers, social media posts, and/or yard signs; (2) Obtain approval from WSSD to distribute flyers to schools; (3) Distribute approved flyers to WSSD schools; (4) Manage RLYB's social media accounts.
- J. EQUIPMENT MANAGER. The Equipment Manager shall: (1) Maintain inventory of all RLYB apparel and equipment; (2) Create and maintain an equipment checkout process for all items in inventory; (3) Procure teams uniforms for the recreational program; (4) Procure and distribute RLYB spirit wear; (5) Procure apparel, equipment, and uniforms for the travel program if requested by board member in charge of the travel program; (6) Manage the transportation of equipment to game day facilities.
- K. CONCESSIONS MANAGER. The Concessions Manager shall: (1) Acquire drinks, food, and supplies for sale at recreational program games and other RLYB events; (2) Manage setup and operation of concession stand(s) at facilities hosting recreational program games and other RLYB events; (3) Maintain a record of item costs and quantities to maximize cost savings, minimize waste of funds, and analyze sales trends.
- L. WEBSITE MANAGER. The Website Manager shall; (1) Maintain the RLYB website; (2) Manage the entry of scores, standings, and schedules on RLYB's website.
- M. SCHEDULING MANAGER. The Scheduling Manager shall; (1) Schedule all recreational program games and practices ; (2) Schedule referees for all recreational program games; (3) Communicate practice schedule changes to RLYB board members and coaches; (4) Communicate game schedule changes to RLYB board members, coaches, officials, and volunteers; (5) Provide the Website Manager the game and practice schedules for posting on the RLYB website; (6) Schedule events for the travel program if requested by board member in charge of the travel program.
- N. FUNDRAISING MANAGER. The Fundraising Manager shall be responsible for the fundraising activities of RLYB, including but not limited to sales, events, game day festivities and sponsorships.
- O. PAST PRESIDENT ADVISOR. The Past President Advisor shall serve as Advisor to RLYB's Board of Directors. If the immediate Past President is unable to serve, the current President at their discretion will have the option to assign another Past President of RLYB to serve as Advisor to the Board of Directors.

- P. HIGH SCHOOL BASKETBALL HEAD COACHES. The High School Head Coaches shall (1) Provide guidance on programs offered; (2) Serve as a resource to the recreation and travel program coaches; (3) Manage Travel Program activities or delegate responsibilities to the Boys or Girls Program Director.

ARTICLE VIII - BOARD OF DIRECTORS MEETINGS

SECTION 1: The Board of Directors shall meet in person on the first Thursday of each month at the pre-determined location unless the President authorize an alternate time and place. Notice of the time and place of each meeting shall be communicated by the President prior to each meeting. Special meetings may be called at the discretion of the President by giving notice in advance as required for notice of the time and place of a regular meeting.

SECTION 2: A quorum shall exist if four (4) or more members of the Board of Directors are present at the scheduled meeting. No business may be conducted in the absence of a quorum or in the absence of both the President and Vice President. A majority vote of the Board of Directors present at the meeting shall be sufficient to approve motions made during that meeting. Each member of the Board of Directors, excluding the President, will have one (1) vote on any issues brought before the Association. In the event of a tie, the President shall cast the deciding vote.

SECTION 3: The Order of Business at all meetings of the Board of Directors shall be as follows:

Call to order
Recognition of the public (when applicable)
Review and approval of the Minutes of the previous meeting
Review of current finances and presentation of new financial business
Review and enactment of current meeting agenda
Round table discussion from each Board Member present
Presentation of any topics for next meeting's agenda
Announcement of date, time, and place of next board meeting
Adjournment

ARTICLE IX - VOTING RIGHTS, ELECTION PROCEDURES AND TERM OF OFFICE

SECTION 1: Each board member is entitled to one (1) vote in each of the elections for officers at the Board of Directors meeting. Officers shall be elected by a simple majority of voting members present, providing there is a quorum as stated in Article VI, Section 1, and shall serve for a term of one year. There is no limit to the number of terms that an Officer can hold. An Officer wishing to resign must submit a letter of resignation to the Board. If any of the officer positions, except the President, become vacant during the current term, a replacement will be elected as soon as possible. If the office of President becomes vacant during the current term, the VP will assume the responsibilities of the office of President, and a new VP will be elected as soon as possible following the vacancy.

SECTION 2: Each of the Board members is entitled to one (1) vote in the elections for Directors at a Board of Directors meeting. Directors shall be elected by a simple majority of voting members present, providing there is a quorum as stated in Article VI, Section 1, and shall serve for a term of one year. There is no limit to the number of terms that a board member can hold. A Director wishing to resign must submit a letter of resignation to the Board. If any of the Director positions become vacant during the current term, a replacement will be elected as soon as possible.

ARTICLE X - TRAVEL TEAM POLICY

SECTION 1: A 'Travel Team' is a team where players must tryout and be selected to be part of the team. Travel Teams participate in leagues and tournaments consisting of other Travel Teams. They are not part of the RLYB recreational program.

SECTION 2: Tryouts for Travel Teams will be open to all grade eligible students in the attendance area of Red Land High School.

SECTION 3: Playing time for players on a Travel Team is at the discretion of the travel coach. Playing time is not guaranteed.

SECTION 4: Travel Team coaches will communicate to parents expected and potential fees as well as expected playing time commitments prior to player/parent commitment.

SECTION 5: Travel Team funds are stored at the same financial institution as funds from the recreational program but placed in a separate account reserved for use by the Travel Team.

SECTION 6: Travel Team funds are administered by the Treasurer.

ARTICLE XI - CONFLICT OF INTEREST

SECTION 1: Directors and contractors of RLYB should refrain from any actions of activities that impair, or appear to impair, their objectivity in the performance of their duties on behalf of RLYB. A conflict of interest may exist when the direct, personal, financial, or other interest(s) of any officer or contractor competes or appears to compete with the interests of RLYB. If any such conflict of interest arises the interested person shall call it to the attention of the Board of Directors for resolution. If the conflict relates to a matter requiring Board action, such person shall not vote on the matter. When there is a doubt as to whether any conflict of interest exists, the matter shall be resolved by a vote of the Board of Directors, excluding the person who is the subject of the possible conflict.

SECTION 2: The person having a conflict shall not participate in the final deliberation or decision regarding the matter under consideration and shall retire from the room in which the Board is meeting. However, the person may be permitted to provide the Board with any relevant information.

SECTION 3: The minutes of the meeting of the Board shall reflect that the conflict was disclosed, and the interested person was not present during the final discussion or vote and did not vote on the matter.

SECTION 4: A copy of this conflict-of-interest statement shall be furnished to each officer or contractor who is presently serving RLYB, or who hereafter becomes associated with RLYB. This policy shall be reviewed annually for information and guidance of officers and contractors, and new officers and contractors shall be advised of the policy upon undertaking the duties of the offices.

ARTICLE XII - AMENDMENTS

SECTION 1: These By-Laws may be amended by a two-thirds (2/3) vote of the voting members present at any RLYB board meeting, provided a quorum is present as stated in Article VII, and provided a notice of the proposed change has been made available to the membership no later than ten (10) days prior to such meeting.