

By-Laws

Hanson Youth Football

Article I – Name/Address

This organization shall be known as Hanson Youth Football, hereinafter referred to as “HYF”. The mailing address shall be P.O. Box 164 Hanson, MA 02341.

Article II – Purpose

The stated purpose of HYF shall be educational in nature, to implant firmly in the youth of the community the ideals of physical conditioning, honesty, loyalty, courage, good sportsmanship and respect for authority, so that they may become better adjusted, stronger and happier children.

To achieve these purposes, HYF will provide a supervised program of conditioning, training, and competitive football games. All members shall be guided by the principle that exceptional athletic skill, and winning of games is only a secondary objective, and that their leadership should at all times reflect the above stated purposes.

HYF shall raise funds for equipment, permits, game expenses, uniforms and any other expenses in order to fulfill this purpose. No profit shall inure to the benefit of any member of this organization and no payments for volunteer services shall be permitted.

Article III – Membership

Classification - Membership shall be divided into two levels: participating member and sponsor member.

Qualification – Any parent or legal guardian of a child registered with any HYF football team, who will comply with all By-laws and Codes of Conduct, is current on all registration fees and with all equipment returns. Additionally, any person, firm, partnership or corporation contributing funds to the organization to aid in furthering the purposes of the organization, shall be eligible for membership as a sponsor member for the fiscal year for which a contribution is made.

Memberships shall be deemed to be continued in effect from year to year or unless terminated by resignation, or action of the Board or their delegated committee. Each member shall be bound by these By-laws and all amendments thereof as a condition of membership.

Player Members – Any youth eligible by Old Colony League requirements may, upon application and execution of all HYF registration forms and fees, by parent or legal guardian, become a Player Member, subject to the rules and regulation of the Board pertaining to the care of loaned equipment, sportsmanlike conduct, and participation.

Expulsion - (a) Any member of the organization who violates any of the By-laws or who is guilty of conduct unbecoming a member, may be suspended or expelled by a two-thirds vote of the Board of Directors at any regular or special meeting. Charges made against any member shall be in writing, shall contain the name of the member making the complaint and a concise statement of all the facts constituting the breach of the By-laws or other cause for expulsion complained of. The complaining member shall cause a true and correct copy of the complaint to be delivered to the member against whom such complaint is entered at the same time the complaint is filed with the Board of Directors. Notice shall be given by the organization to the members thereof no less than 30 days prior to setting forth the date set for the meeting of the Board of Directors, at which said member is to be expelled, and the reasons for which expulsion is proposed, addressed to each member. It shall be the privilege of the member proposed to be expelled to appear, in person or by counsel, and be heard by the Board of Directors before it shall take final vote on the question of said expulsion. (b) A member who has been expelled shall be eligible for re-election to membership at the discretion of the Board of Directors.

Member Responsibility - Members of the organization shall follow the By-laws and proper rules of conduct when attending any HYF game, practice or event. Any issues or complaints, whether with players, parents, coaches or officials, shall be addressed only when the proper channels/chain of command are followed. Members shall first contact their respective Coaches. If necessary an unresolved issue may then be presented to the Board and/or the Executive Board for possible further action.

Article IV – Board Membership/Meetings

Monthly Board Meetings are held on the third Wednesday of each month (some exceptions do apply). Email, telephone or website notice of the time and place of the meetings shall be provided to each member. Board meetings are open to all but only eligible Board Members may participate in Board discussions and voting. Elections for Executive Board Officers (President, Vice President, Chief of Staff, Treasurer & Secretary) are held in March. Elections for Coaches are held in February. Special meetings may be called upon by the President or Executive Board of Directors or upon demand in writing stating the object of the proposed meeting and signed by not less than 1/3 of the participating members of the organization.

Voting - Each participating and eligible Board Member shall be entitled to one vote for elections and for any question coming before any meeting of the Board. Sponsor members shall not have any voting rights. Board Members must attend 6 Board meetings before becoming eligible to participate in Board votes. Board Members must submit resignation forms in writing to the Board. Once a Board Member resigns, if they wish to rejoin the Board, a new vote must be taken and new member voting requirements will apply. Members who do not attend at least 4 Board Meetings in a calendar year, will be considered as resigned from the board and all Member privileges will be voided.

List of Members - A complete list of Board Members entitled to vote shall be prepared by the Secretary and shall be open to examination by any member prior to elections or votes.

Quorum – The presence in person of at least seven (7) members (including a majority (three 3) of Executive Board Members) of the participating Board Members in good standing shall constitute a quorum for the transaction of business. If such a quorum is not present at any meeting, the participating members present in person shall have the power to adjourn the meeting.

Order of Business - The order of business at meetings of the members shall be:

- 1) Roll Call
- 2) Reading & approval of minutes of previous meeting.
- 3) Receiving and acting upon reports of the Board.
- 4) Appointment of Committees.
- 5) Reports of the Committees.
- 6) Unfinished and new business.
- 7) Election of Board Members.

Where procedure is not otherwise provided, Roberts' Rules of Order shall apply.

Article V – Executive Board of Directors

Number and Election - The properties and business of the organization shall be managed by its Executive Board of Directors, five in number. The Executive Board of Directors shall be elected by the eligible Board Members at the annual February meeting. Each Executive Board Officer shall be elected to serve until the next annual meeting. To be considered for the Executive Board, a candidate must be an HYF board member for at least one year. The Executive Board of Directors shall consist of five elected Officers - the President, Vice President, Chief of Staff, Treasurer and Secretary.

Vacancies - Any vacancy in the Executive Board shall be filled by a majority vote of the Board members present at any meeting of the Board.

Powers - The Executive Board of Directors shall have power to:

- A) elect all officers and appoint all agents of the organization and prescribe their duties. The Executive Board shall have the power by a majority vote of those present at any board meeting to discipline, suspend or remove any Board Member.
- B) appoint such standing or special committees as may be found necessary or desirable to carry out the objects and purposes of the organization and to fix their powers and prescribe their duties.
- C) designate depositories for the organization and rent safety deposit vaults and to provide the manner of signing checks, notes, bills and other evidences of indebtedness of the organization.
- D) invest and reinvest the funds of the organization and to change such investments from time to time.
- E) and in general to do all lawful things and exercise all such lawful powers as are not vested in the members of the organization and which will promote the objects and purposes of the organization and its members.

Meetings - The President or 1/3 of its Board members may issue a call for a special meeting of the Board. The notice of such meeting shall be given by the President or Secretary to each Board Member with at least 3 days notice.

Quorum – A majority of the Executive Board shall be necessary to constitute a quorum for the transaction of business.

Compensation - Executive Board positions shall receive no compensation for their services.

Vacancy – If any vacancy on the Executive Board occurs, it may be filled by majority vote of the remaining Board.

Article VI – Officers

Election and Tenure - The Executive Board of Directors shall be elected at the annual March meeting. The offices of the organization shall be a President, Vice President, Chief of Staff, Secretary and a Treasurer. The Board may also appoint and elect additional Executive Board positions it deems necessary. The additional positions, if any, shall have such authority to perform such duties as may be prescribed by the Board. The positions of Secretary and Treasurer may be filled by the same person or the Vice President may hold, at the same time, the position of Secretary or Treasurer. Executive Board members shall not receive any salary for their services.

President - The President shall preside at all meetings. He shall be responsible for conducting the affairs of HYF, and for executing and enforcing the policies and rules established by the Board.

Vice President – The Vice President shall also be responsible for conducting the affairs of the organization and shall assume all responsibilities of the President’s position when necessary.

Chief of Staff- The Chief of Staff shall provide support for the President and Vice President, and if called upon, act on their behalf at meetings, events or in the administration of the organization. The Chief of Staff may also carry out special assignments, be a secondary signer on checks and perform other duties and responsibilities of the organization when requested.

Secretary - The Secretary shall be responsible for recording the activities of HYF and maintaining appropriate files or necessary records. The Secretary shall maintain a list of Board Members and give notice of all meetings of HYF or the Executive Board; keep the minutes of the meetings of the Board; conduct such correspondence such as yearly registration forms and rosters, member names, addresses and phone numbers for use of mailings and such; and provide documents for compliance with reporting requirements of the OCYFL.

Treasurer - The Treasurer shall receive, disburse and collect all monies due and belonging to the organization and shall and deposit same in a organization’s bank account. The Treasurer may act as signatory of checks for disbursement of funds. The Treasurer shall keep records for the receipt and disbursement of all monies, approve payment and draw checks. The Treasurer shall have custody of all financial books and papers. Treasurer shall provide a financial report at each Board Meeting or whenever requested by the Executive Board. At the end of their term, the Treasurer shall turn over all property of HYF to their replacement.

Article VII – Old Colony League Rep

The Board of Directors shall elect a primary and back up Representative to attend all Old Colony League Meetings on behalf of HYF who will provide a summary of these meeting to the Board. League Reps shall present to the Board for discussion and action, all relevant issues effecting the organization and also be responsible for voting on and acting in the best interest of HYF at said meetings.

Article VIII – Coaches

Head Coaches shall be appointed by the majority of the Board and shall be responsible for their teams and for their actions *only* during all organized gatherings of said teams. Individual player play time shall be solely at the Coach's discretion.

The Head Coaches shall be voted into their positions by a majority vote of the Board on an annual basis and may be removed for cause by a majority approval of the Board.

The Head Coach will be responsible for choosing all of the teams' assistant coaches, except as excluded by a majority of the Board.

The Head Coach will be responsible for becoming an active board member and attend monthly board meetings. If a coach cannot attend a board meeting, they must send an Assistant Coach as their representative. Coaches who do not attend at least 4 Board Meetings in a calendar year, will be considered resigned from their position and all coaching privileges will be voided.

All adult coaches positions are subject to, and not considered finalized until a CORI form has been completed and successfully confirmed by a designated Executive Board Member.

Article IX – Finance and Accounting

The Board shall decide all matters pertaining to the finances of the organization, and it shall place all income in the treasury. The Board shall not permit the solicitation of funds in the name of HYF unless all funds so raised are placed in the treasury.

Article X – Amendments

The By-Laws of HYF and any amendments or alterations thereof may be altered, amended or repealed at any regular or special meeting of the organization, by a majority vote of the members present and entitled to vote.

1. Waiving One (1) year rule to allow current board members to apply for executive board positions: Motion to vote: Linda Cole 2nd the motion: Rick Phelps. Vote passes 9-0
2. JV players that weigh in to play with the Varsity team a minimum of 4 games within the current season are eligible for a Super Bowl gift. Super Bowl gifts are not for sale or available for purchase to non-qualifying players. Motion to vote: Scott Jones. 2nd the motion: Linda Cole Vote passes 9-0.

3. HYF has a dollar cap in the amount of \$250 for any charitable donation. Motion to vote: Linda Cole. 2nd the motion: Shane Hopkins. Vote passes 9-0.
4. All registrations must be paid in full prior to receiving equipment. Motion to vote: Rich Burgio. 2nd the motion: Sean Ward. Vote passes 7-0.
5. HYF will pay for up to five (5) 8th grade players to play in the end of year, All-star Game Motion to vote: Billy Frazier. 2nd the motion: Bob Germaine. Vote passes 13-0.