

EAST LONGMEADOW YOUTH FOOTBALL ASOCIATION

EXECUTIVE BOARD BYLAWS

ARTICLE I NAME

SECTION 1- The name of this Organization shall be The East Longmeadow Youth Football Program Executive Board

ARTICLE II OBJECTIVES

SECTION 1- To promote a comprehensive football program for the youth of East Longmeadow that will:

1. Encourage the widest possible participation of all East Longmeadow youth as defined by residency and/or enrollment in East Longmeadow public schools.
2. In years where any team's numbers are less than 25 by July 15, the residency rule will be waived to allow players from other towns to participate in East Longmeadow Youth Football as allowed by the SAFL and by the discretion of the East Longmeadow Youth Football Board of Directors. Once enrolled in the East Longmeadow Youth Football program all such players will be allowed to play all remaining years for East Longmeadow regardless of team numbers at the discretion of the East Longmeadow Youth Football Board of Directors.
3. Strive to make it possible for every child, who desires to do so, to have the opportunity to participate.
4. Encourage the highest level of play through the proper teaching of football skills and strategies.
5. Instill the values of cooperation, teamwork, dedication and good sportsmanship.
6. Provide sufficient safeguards to eliminate as much as possible the chance of injury to the participants.

ARTICLE III RESPONSIBILITIES

SECTION 1- This Organization shall be responsible for setting the standard for the conduct of all coaches (and volunteers) in the East Longmeadow Youth Football Program.

SECTION 2- This Executive Board shall:

1. Approve team head coaches. Candidates for the head coach's positions will be nominated by the East Longmeadow Youth Football Coach's Committee. The East Longmeadow Youth Football Coach's Committee is comprised of the coaching coordinator, the three head coaches from the previous season and two at large members. Remaining coaching staff will be selected by the team head coaches and approved by the East Longmeadow Youth Football Board.

2. Maintain and enforce all East Longmeadow Recreation Department and Town policies, procedures and rules.
3. Make all decisions pertaining to the East Longmeadow Youth Football program.
4. All actions taken by the East Longmeadow Youth Football Program Board shall be subject to review and approval by the East Longmeadow Recreation Department.

#### ARTICLE IV GOVERNING BOARD

SECTION 1-This Board shall be governed by a Board of Directors and said Board shall consist of five Directors.

SECTION 2- The Officers of the Executive Board shall be President, Vice President, Secretary, Treasurer and Registrar.

SECTION3- All Board members shall be elected to serve a two year term. Such elections shall be held at the January Meeting.

SECTION 4- At the end of each two year term, The Board of Directors shall act as a Nominating Committee to nominate or to accept nominations for Board member positions at the January Meeting.

SECTION 5- Elected Board Members and appointed Coordinators may be removed from their positions at any monthly meeting by a majority vote of all Directors on the Board.

SECTION 6- The Board shall maintain a schedule of “job descriptions”, for the purpose of maintaining reliability and consistency towards the end of achieving its goals. At minimum, it is understood that the President is the Chief Executive Officer of the Board; the Vice President is authorized to perform the duties of the President in the absence of the President; the Secretary is responsible for maintaining and issuing meeting minutes and other records; the Treasurer is responsible for maintaining financial records and dispersing funds from the GIFT account and the Registrar is responsible for maintaining all player records and acts as a liaison between the SAFL and the East Longmeadow Youth Football Program.

SECTION 7- The East Longmeadow Youth Football Board will work in conjunction with the East Longmeadow Recreation Department.

SECTION 8 – Per the SAFL, the Board of Directors of all 24 teams within the SAFL League, must receive a CORI check from the towns.

#### ARTICLE V MEETINGS

SECTION 1- The Board of Directors shall call General Meetings as it sees fit, open to the public, to include the second Sunday of every month. There must be at least one meeting to be held in

January for the purpose of electing Officers and/or Directors.

SECTION 2- A minimum of three Board Members must be present for all general meetings and voting decisions, except as seen in ARTICLE VIII, SECTION 1.

SECTION 3- If a Board member misses three consecutive meetings, the Board shall have the authority to call for the resignation of said member.

#### ARTICLE VI FINANCIAL POLICY

SECTION 1- The Board of Directors shall decide all matters pertaining to the finances of the East Longmeadow Youth Football Program.

SECTION 2- The Fiscal Year of the East Longmeadow Football Board shall be from January 1<sup>st</sup> to December 31<sup>st</sup>.

SECTION 3- The Treasurer and President are the only persons authorized to disperse funds from the GIFT account.

SECTION 4- Only the Treasurer, President and Snack Shack Coordinator have access to the checking account.

#### ARTICLE VII CONTINGENCIES

SECTION1- The President shall be authorized to act in the best interests of the East Longmeadow Youth Football Program, should unforeseen circumstances arise which require immediate attention.

#### ARTICLE VIII AMENDMENTS

SECTION1- These Bylaws, or any section thereof, may be amended or repealed by a two-thirds vote of the membership present at a scheduled General Meeting, provided at least four members are present.

Revised 7/13/2015