

By-Laws

Of

Krum Youth Sports
Association
(KYSA)

Article 1 – Name and Purpose

Section 1 NAME

Krum Youth Sports Association (KYSA) is and will be the name of the organization.

Section 2 PURPOSE

The KYSA will create and maintain an athletic program for the youth of Krum. The organization will instill in the youth of the community the ideas of fair play, sportsmanship, honesty, and leadership through fellowship. The KYSA will provide a program molded to develop athletic skills and create a spirit of healthy competition, stressing teamwork and individual sacrifice. At all times, the interests of participation will remain in any undertaking of the organization.

Section 3

The KYSA will be a non-profit organization with the primary purpose of providing the youth of our community an organized athletic program.

Section 4

The KYSA will take a proactive position in expressing its opinion to the town of Krum, Krum ISD and the Krum Young Citizens Club(KYCC) on long-term planning and facility issues which affect our youth and will seek to have permanent representation on the appropriate city school committees such as the Parks and Recreation Department.

Section 5

The KYSA will seek to establish the guidelines for scholarship and sponsorship programs to insure that all youth in Krum have the opportunity to participate in its programs.

Article II – Board of Directors and Governing Body

Section 1. The Board of Trustees of the KYSA will be one (1) President, two (2) Vice Presidents, one (1) Secretary, and one (1) Treasurer and two at-large members.

Section 2. The placement of officers will be elected by a simple majority vote of those present of the Trustees at the monthly meeting held in December. The term of each Officer position will be two years, except as noted below. The President and Secretary election will be held during the even year and the Vice President and Treasurer during the odd year. The KYSA will send out nominating invitations prior to the election to all members of the KYSA. The Board of Trustees or a nominating committee appointed by the Board will present a slate of qualified candidates at the election.

Section 3. The Sports Commissioners will consist of one (1) Baseball Commissioner, one (1) Softball Commissioner, one (1) Football Commissioner, and one (1) Cheer Commissioner. As the Board considers additional sports, additional commissioners may be added as needed. Each Commissioner will be elected/appointed for a twenty-four (24) month term by a simple majority vote of KYSA Trustees.

Section 4. Vacancies on the Board of Trustees shall exist upon (a) an increase in the authorized number of Directors; or (b) upon the death, resignation, or removal of any Director; or (c) by declaration of a majority vote of the current Board of Directors. A majority of the Board of Directors may declare the office of a Director vacant if the Director is (1) adjudged incompetent by a court; (2) is convicted of crime involving moral turpitude; (3) fails to accept election to the Board of Directors; or (4) for extreme misconduct, failure to fulfill his/her duties as a

Director, of good cause shown. Vacancies to the Board will be filled on an interim basis by a majority vote of the remaining Board. Such interim position will be held until the next scheduled election for that position.

Section 5. Sports Commissioners may be a Coach, Asst. Coach, or Manager in their sport during their term as Commissioner

Section 6. The Board of Trustees may designate one or more committees to conduct the business and affairs of the KYSA to the extent authorized. Each such committee shall contain at least two (2) members, at least one of whom must be a Trustee. The board shall have the power to change the powers and membership of, fill vacancies in, and dissolve any committee at any time. The designation of authority thereto shall not operate to relieve the Board of Trustees, or any member thereof, of any responsibility imposed by law.

Section 7. The KYSA shall indemnify all Officers, Directors, employees, and agents to the extent required by law. The Board of Trustees may, by separate resolution, provide for additional indemnification as allowed by law.

Section 8. The KYSA may purchase and maintain liability insurance on the Officers and Trustees whether or not the KYSA has the power to indemnify.

Article III - Duties

Section 1. The President will be the principal executive officer of the KYSA, and will facilitate all the business affairs of the KYSA. The President, when present, will preside at all meetings of the KYSA. Duties include, but are not limited to:

- a. Sign all written contracts approved by the Board of Trustees on behalf of the KYSA.
- b. Votes only in the event of tie decisions (except for By-Laws revisions as outlined in Article 6- the President is not excluded from voting on By-Law issues).
- c. Assigning duties to members of the Board and/or committees in the program.
- d. Conduct annual meeting for the community to explain the goals of the program and to review rules and regulations.
- e. Perform such duties as assigned by the Board and as stated by the By-Laws on behalf of the KYSA.
- f. Serve as, or delegate to a member of the Board, the liaison role between KYSA and the City of Krum, Krum ISD, and any other municipal entity as needed.
- g. Oversee (in conjunction with the appropriate Sports Commissioner where applicable) the process of obtaining background checks on all prospective KYSA Board, Sports Commissioners and Coaching candidates.
- h. Oversee any communications to KYSA members regarding other sports which are not governed by a specific commissioner.

Section 2. The First Vice President will, in the absence of the President, assume all the President's roles and responsibilities. In addition, he/she will the assume the following duties:

- a. Will Chair a Fundraising Committee, when established.
- b. Chair a committee appointed by the Board to review the By-Laws of the KYSA during the 1st Quarter of the

following year and propose appropriate amendments for Board consideration and action.

Section 3. The Secretary will keep a record of meetings and post notice of upcoming meetings. The minutes will be presented and approved at the following meeting. The Secretary will be the custodian of all meeting records. The original meeting minutes, records, and documents will be presented to the successor of that office within one week of the end of term. The Secretary will receive and read pertinent letters and communications to the KYSA. All correspondence will be the responsibility of the Secretary. The Secretary will also maintain a directory of the names and addresses of all current KYSA members.

Section 4. The Treasurer will manage custodial affairs of all financial records. Duties include, but are not limited to:

- a. Presents checks to the President, V.P., or Secretary for signature. All disbursements require two signatures. All disbursements require the approval of the Board of Trustees.
- b. Prepare a budget and monthly financial report for KYSA.
- c. This monthly financial report will be broken down into (1) general activities of the KYSA and (2) separate categories for each of the different sports included in the KYSA.
- d. Keep accurate records of all monetary transactions and budgets. All documents and records shall be transferred to successor within one week from the end of the term.
- e. Promptly pay all valid billings for the program and take advantage of any discounts available.
- f. Assume accountability for the deposit of all revenues.
- g. Accountable for the custody of all monies including reconciling of bank statements.
- h. Obtain an annual audit by an approved third party.
- i. Assist the Sports Commissioners in a periodic review of concession pricing to insure that the items sold results in adequate profit for the program.

- j. Perform other duties as assigned by the Board of Trustees.

Section 5. The Sport Commissioner is a KYSA representative for their respective league. The Sport Commissioner will primarily be responsible for the league's operation. Duties include, but are not limited to:

- a. The Sport Commissioner has the authority to appoint members to assist in the operation of their sport and is encouraged to delegate whenever possible.
- b. By no later than thirty (30) days prior to registration for the season of the sport, the Sport Commissioner will assure that the rules and regulations for his/her sport are in completely disseminated to the Board of Trustees.
- c. Schedule and organize skill evaluations, if appropriate for that sport.
- d. Arrange season scheduling, games and coordinate practice scheduling of available facilities.
- e. Secure birth certificates and medical release forms (copy to KYSA Secretary, originals to Coaches) for players and that players complete necessary contracts signed by their parents or legal guardian.
- f. Conduct an annual meeting for the coaches in the league.
- g. Work with the coaches to prepare orders for uniforms and expendable equipment.
- h. Manage KYSA owned equipment.
- i. Oversee scheduling and payment of officials.
- j. Make recommendation to the Board of Trustees as to which league affiliation best meets the objectives of the KYSA.
- k. Create a budget for his/her sport which will be approved by the KYSA Board.
- l. Keep a copy of the Coaches Code of Ethics and Conduct on file.
- m. Other duties as may become necessary.

Article IV – Meetings

Section 1. The KYSA public meeting will be held no less than monthly at a location and time as designated by the Board of Directors. Notice of these meetings will be posted at City Hall with a proposed agenda for each meeting no later than 72 hours prior to scheduled meeting. An annual meeting will be held each February. All meetings may be attended by any member in good standing with the KYSA. All votes taken by the Board of Directors must be public and the Secretary's records will reflect the vote of each Director.

Special meetings can be called at the request of the President or Trustees.

Section 2. A majority of the Board of Trustees, inclusive of the President or Vice President shall constitute a quorum to transact any business of the KYSA, except to adjourn. No proxy votes will be accepted.

Article V – Financial/Membership

Section 1. All monies collected shall be used to further the objectives of the KYSA.

Section 2. Disbursement of monies will be agreed on by the majority vote of the Board of Trustees. It is the goal of the KYSA that each sport will have a budget that is designed to be self-sufficient and should not require subsidy by other sports. Should circumstances dictate the need for such a subsidy, it will have to be approved by a majority vote of the Board of Directors.

Section 3. The Board of Trustees reserves the right to refuse to reimbursement of expenditures deemed unnecessary or extravagant.

Section 4. Any reimbursement check to any member of the Board of Trustees cannot be signed by that member.

Section 5. No Board member shall receive any compensation for services rendered as a Board member.

Section 6. Other than team sponsorships, no cash contribution will be accepted by individual teams or by a Sports Commissioner. All funds (i.e. sponsorships, donations, and fundraising money) shall be raised in the name of the Krum Youth Sports Association(KYSA) and shall be recorded in the financial statement for the related specific sport(s) under the appropriate income line. These funds may not be earmarked or reserved for any specific purpose without the prior approval of the KYSA Board of Directors.

Section 7. A minimum balance of \$500 shall be maintained in the KYSA General Fund at all times.

Article VI – Amendment of By-Laws

Section 1. By-Law changes may be proposed at any time by a member of the Board of Directors and must be submitted to the Board for consideration. By-Law amendments will require 2/3 majority of all members of the Board of Trustees.

Section 2. Initial ratification of the By-Laws will be conducted by a simple majority vote of all attendees at the February 14, 2008 meeting of the KYSA. Annual ratification thereafter of any By-Law changes recommended by the review committee described in Article III, Section 2b, will be approved by a 2/3 majority of all attendees at the second monthly meeting after the review committee submits its recommendations, provided that a copy of such recommendations are made available at least 30 days prior to such vote.

Article VII – KYSA General Rules

Section 1. A spirit of good sportsmanship should prevail during and after the game for all players, coaches, and fans. Issues/Complaints should be addressed to the Coach or appropriate Sports Commissioner. If unresolved at that level, the issue/complaint may be submitted to the Board. A decision made by a Sports Commissioner may be appealed to the Board of Trustees. Any violations of these rules should be reported to the Sport Commissioner of that league. Only the Head Coach can report violations pertaining to a game in progress.

Section 2. Player participation rules, as specified by the appropriate league will be enforced.

Section 3. The individual Sport Commissioner will do scheduling of fields. Schedules will be completed for games and practices. Any scheduling disputes between sports will be worked out between Commissioners. If the Commissioners cannot reach agreement, unresolved disputes will be presented to the Board of Directors. Any scheduling dispute between coaches and/or sports will be worked out between the Sports Commissioner(s).