

# SAUCON VALLEY YOUTH BASKETBALL

## BY-LAWS

### ARTICLE I - INCORPORATION

The Saucon Valley Youth Basketball organization (hereinafter called SVYB) is incorporated exclusively for charitable purposes under the Nonprofit Corporation Law of the State of Pennsylvania.

### ARTICLE II - PURPOSE

#### Section 1.

The purpose of SVYB as stated in the Articles of Incorporation is: "To educate young persons residing in the Saucon Valley School District concerning the game of basketball through instruction and organized participation."

#### Section 2.

The SVYB shall carry out its purpose of sponsoring recreational and travel basketball teams and leagues for youth of less than 19 years of age and who are residents of the Saucon Valley School District. Participation on such teams shall not be restricted by virtue of race, sex, creed, religion, national origin or ethnic group. Notwithstanding the foregoing, separate teams and/or leagues may exist at specified levels for boy and girl participants.

#### Section 3.

Upon approval by the majority of the SVYB Executive Board, participation from young persons residing in areas proximate to the Saucon Valley School District may be permitted. Under no circumstances should these approvals result in residents of the Saucon Valley School District being unable to likewise participate in desired activities.

#### Section 4.

All participants must agree to abide by the rules and regulations of the SVYB, and of such local, state and national basketball organizations as the SVYB elects to join. Parents of participants shall likewise be required to adhere to the rules and regulations of the SVYB, including following all practices defined by SVYB regarding conduct. Failure to agree to and/or abide by such rules may result in disciplinary action by the Executive Board, up to and including dismissal from the SVYB and loss of all

rights to participate in events such as practices, games, banquets, and other league functions.

Section 5.

Reasonable efforts shall be made to notify the appropriate Group Coordinator and parents in advance if a player is to be withheld from a game or other activities due to absences from practices or disciplinary reasons.

Article III - GENERAL ASSEMBLY

Membership in the general assembly of the SVYB shall be limited to the Officers of the Executive Board, Group Coordinators, and Chairpersons of the SVYB appointed committees.

Articles IV - OFFICERS AND THEIR DUTIES

Section 1.

A. The three (3) officers of this organization shall be a President, Vice President & Secretary, and the Treasurer & Registrar, all of whom are members of, and together collectively constitute the Executive Board.

B. The officers shall be elected at the Annual General Assembly Meeting and serve a term of one (1) year. A majority vote of the general assembly membership present shall constitute an election. The time and location for any elections will be announced to the general assembly at least fifteen (15) days prior to the actual date such elections are to be held.

C. The three (3) members of the Executive Board shall constitute a quorum to conduct business at Executive Board meetings. In the event an Executive Board member anticipates being unavailable for an Executive Board meeting, such member shall be permitted to appoint another representative from the Group Coordinators to act on their behalf. In the event an Executive Board member is absent and he/she did not appoint an appropriate representative to act on his/her behalf, the remaining two (2) members of the Executive Board shall constitute a quorum. Under no circumstances shall a meeting with less than two (2) of the three (3) elected Executive Board members present constitute a quorum.

D. Each year the Executive Board shall solicit the general assembly membership for individuals to serve as officers for the subsequent year. The slate of interested individuals must be provided to the President or the

President's designee, and the Vice President & Secretary at least ten (10) days prior to the announced date of the Annual General Assembly Meeting. General assembly members may nominate themselves or other members. The slate will be presented to the general assembly at the Annual General Assembly Meeting and be voted on by all general assembly members present.

E. Committees may be established by the President and Executive Board as deemed necessary to carry out the activities of the SVYB.

## Section 2. Duties of the Officers

The President shall preside at all meetings, appoint all committees subject to the approval of the Executive Board; enforce the Articles of Incorporation, By-Laws and such rules and regulations as have been enacted by the SVYB; call such meetings as required to conduct business; cast a deciding vote on all issues on which members of the Executive Board find themselves deadlocked; supervise the affairs of the SVYB; and in conjunction with the Treasurer approve any voucher for payment of monies which have been duly authorized; and in conjunction with the Secretary sign all contracts and documents when the same have been duly authorized.

Further, the President shall either serve as the point of contact, or appoint an SVYB representative to serve as point of contact to all organizations with which the SVYB is affiliated or with which the SVYB conducts business.

Finally, the President shall oversee all work of the Scheduling Committee as further set forth in Article 8, Section 1.

The Vice President & Secretary shall perform the duties of President during his or her absence or incapacity; and assume the office of President in the event of the President's resignation. The Vice President & Secretary shall also keep records of all proceedings of the Executive Board and general assembly and sign with the President all contracts and documents. The Vice President & Secretary shall also supervise all correspondence and the preparation and revisions of all publications of the SVYB, as well as serve on other committees as designated by the Executive Board. The Vice President & Secretary shall further oversee work of the Equipment Committee (as set forth in Article 8, Section 1), and establish the contract(s) for, subject to the approval of the Executive Board, any necessary equipment to ensure the sustained operation of the league.

The Treasurer & Registrar shall deposit/invest all monies in the name of the SVYB in savings and checking accounts of

reputable institutions; liquidate all bills against the SVYB after approval; report the state of finances at every board meeting or whenever required by the President, and submit a written statement of accounts at the annual meeting. The Treasurer & Registrar shall also supervise any fund raising committee and serve on other committees as designated by the Executive Board, and coordinate efforts with the Executive Board to prepare and submit to the general assembly for approval an annual budget that shall include the projected income and expenses for the fiscal year. The Treasurer & Registrar shall also maintain all records of players and team registrations and maintain a reference file on all rules and regulations established by SVYB or any other organization with which SVYB affiliates pertaining to players and teams. The Registrar shall also supervise all registration activities of the SVYB, oversee the selection of teams, and serve on other committees as designated by the Executive Board.

All officers shall serve a term for one (1) year, and shall be elected as prescribed in Article VII, Section 2. Vacancies that occur in any office as described above prior to the completion of the one year of service once elected, shall be filled by selection of the remaining members of the Executive Board, subject to the approval of the general assembly at its next subsequent meeting.

The officers shall perform all other duties necessary to implement these By-Laws and any other SVYB policies established by the Executive Board and general assembly.

## Article V - Group Coordinators and Their Duties

### Section 1.

The following Group Coordinators shall be established, and named by a majority of the Executive Board, with additional coordinators added by the Executive Board as deemed necessary:

#### Coordinators

Knee High Program Group Coordinator - Boys and Girls in 1<sup>st</sup> and 2<sup>nd</sup> Grade

Boy's Bidy Program Group Coordinator - Boys in 3<sup>rd</sup> and 4<sup>th</sup> Grade

Girl's Bidy Program Group Coordinator - Girls in 3<sup>rd</sup> and 4<sup>th</sup> Grade

Boy's Junior Varsity (JV) Program Group Coordinator - Boy's in 5th and 6th Grade

Girl's Junior Varsity (JV) Program Group Coordinator -  
Girls in 5<sup>th</sup> and 6<sup>th</sup> Grade

Varsity Program Group Coordinator - Boys and Girls Programs  
for 7<sup>th</sup> grade and higher.

Section 2.

The actual Group Coordinators shall fluctuate as necessary yearly in accordance with interest in participation at the given levels of the program.

Section 3.

Group Coordinators shall serve as representatives of the coaches within the group from which they were elected in accordance hereunder. They are responsible for informing the group coaches of the activities of the Executive Board and for informing the Executive Board of the activities and views of the group coaches. Each Group Coordinator, under the supervision of the Treasurer & Registrar, is responsible for evaluations and team formations through a draft process. The Group Coordinator ensures adherence to the established policies and procedures for their respective groups in accordance with SVYB By-Laws and policies and with approval from the Executive Board. Group Coordinators shall serve on committees as designated by the Executive Board. Group Coordinators are required to attend any meetings as notified by the Executive Board.

Section 4.

The Group Coordinators shall perform all other duties necessary to implement these By-Laws and any other SVYB policies established by the Executive Board and general assembly.

Section 5.

All Group Coordinators shall serve a term for one (1) year, and shall be elected as prescribed in Article VII, Section 3. Vacancies in any Group Coordinator position shall be filled by appointment of a majority of the Executive Board.

## Article VI - Meetings

Section 1.

The Executive Board shall meet as necessary to conduct the business of SVYB.

Section 2.

A general assembly meeting shall be held at least once prior to and once after the season, or as deemed necessary to conduct SVYB business.

Section 3.

Special meetings can be called by the Executive Board. Except in emergencies, two (2) days notice shall be given.

Section 4.

An annual general assembly meeting shall be held to elect Officers and Group Coordinators for the succeeding year. Notice of the annual general assembly meeting shall be given to all voting members of SVYB.

If such a meeting is not called prior to August 15 of the current year, any voting member may call the Vice President & Secretary and require a meeting be conducted within fifteen (15) days. If a meeting is still not conducted, any member may directly issue a notice of such a meeting, including notification to all members of the Executive Board.

Section 5.

All three (3) members of the Executive Board or their appointee(s) as set forth in Article IV, Section 1, Subsection C, shall constitute a quorum to conduct business at Executive Board meetings.

Section 6.

A majority of the voting members of the SVYB shall constitute a quorum to conduct business at general assembly or annual meetings.

Section 7.

At least one (1) registration period shall be held annually for the purpose of registering players.

**Article VII - Voting Rights and Election Procedures**

Section 1.

General Assembly Meetings - All Executive Board members, Group Coordinators, and any chairperson of SVYB appointed

committees are voting members and entitled to one (1) vote each on any issue at general assembly meetings.

Section 2.

Election of Officers - Each of the Executive Board members, Group Coordinators, and any chairperson of the SVYB appointed committees is entitled to one (1) vote in each of the elections for officers at the annual meeting. Officers shall be elected by a simple majority of voting members present, providing there is a quorum as stated in Article VI, Section 6, and shall serve for a term of one year.

Section 3.

Election of Group Coordinators - Each of the Executive Board members, Group Coordinators and chairperson of SVYB appointed committees is entitled to one (1) vote for the purpose of electing a group coordinator. Group coordinators shall be elected by a simple majority and shall serve for a term of one year.

Section 4.

Any action of the Executive Board or of any SVYB member may be reviewed at the general meetings. A majority vote of those present with voting rights can reverse any decision on the board or any SVYB member, providing there is a quorum as stated in Article VI, Section 6.

Section 5.

Nothing in these By-Laws shall be constituted as permitting any individual to have more than one (1) vote on any single issue or in any single election.

Article VIII - Committees/Chairpersons

Section 1.

The following committees will be established:

Equipment and Uniforms: shall supervise all activities related to equipment and uniforms, including the ordering of all equipment, uniforms, and trophies. As well, this individual shall maintain inventories on all SVYB equipment and recommend replacement to the Board, as necessary. When recommending purchases, bids should be taken to insure the best price possible for the Association. This individual will serve on other committees as designated by the Executive Board.

Scheduling Coordinator: shall supervise all activities related to scheduling the practices and games for all SVYB teams. The chairperson must coordinate the schedule with the travel teams coordinator to ensure adequate time for all teams. The practice schedule shall be maintained on a computer program to facilitate future changes. The schedule coordinator shall also serve on other committees as designated by the Executive Board.

Section 2.

Additional committees may be established by the President and Executive Board as deemed necessary to carry out the activities of the SVYB.

Article IX - Political Activities and Dissolution

Section 1.

Political activities shall be limited as prescribed in the Articles of Incorporation of the SVYB.

Section 2.

Dissolution of the SVYB shall be carried out as described in the Articles of Incorporation of the SVYB.

Article X - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the SVYB in all cases to which they are applicable and in which they are not inconsistent with the SVYB Articles of Incorporation, By-Laws, and/or special rules of the SVYB may adopt.

Article XI - Amendments

These By-Laws may be amended by a two-thirds (2/3) vote of the voting members present at any regular or special general assembly meeting, provided a quorum is present as stated in Article VI, Section 6, and provided a written notice of the proposed change has been made available to the membership no later than ten (10) days prior to such meeting.



## ARTICLE XII - SVYB Participant Policies

### Section 1. SVYB Participant Protection Policy

The intent of the SVYB Participant Protection Policy is to sustain and promote a safe organized basketball environment for our players, student referees, referees, parents, and coaches.

SVYB has a "Zero Tolerance Policy" with regard to instances of player, referee, coach, and parent abuse. This policy extends to off-court behavior (to include violence in the workplace and domestic abuse), as well as on-court behavior. One instance of confirmed negative behavior will be grounds for disciplinary action up to and including dismissal of an existing coach, assistant coach, referee, Group Coordinator, or Executive Board Member. Offending parents and children may be banned from attending games and practices, and parents and/or children may be prohibited from further participation in any SVYB association functions. Examples of negative behavior include berating of players, referees, coaches, or Group Coordinators; fighting, altercations and/or confrontations conducted in a loud, threatening, irrational, or violent manner. Further, any instances of domestic, child, or school violence documented through a background check via the PA Dept of Welfare or PA Criminal Systems may be grounds for exclusion from SVYB league participation at all levels. "Second chances" will be granted only at the discretion of the SVYB Executive Board.

Coaches and Group Coordinators shall report to the SVYB Executive Board all significant or recurring instances of negative behavior that is observed or brought to their attention by coaches, referees, players, or parents. The Executive Board shall meet as needed under special session and vote as to the severity of the action(s) to be taken.

The SVYB Executive Board reserves the right to run background checks on any official, coach, or referee of the league. The SVYB Executive Board shall take reasonable efforts to keep the results of background checks confidential and attempt to ensure such information shall not be made public outside of the functions of the SVYB.

### Section 2. Attendance

Players are expected to make all reasonable efforts to attend practices, games, and other events of the SVYB. Coaches should be contacted in advance if a player will be unable to attend any function.

### Section 3. Playing Time

**Knee High Level:** All recreational players should play approximately one-half (1/2) of each game at a minimum, regardless of the policy of the opposing coach, except in the cases of injury or illness, habitual absences from scheduled practices or serious disciplinary problems with a player, or other conditions in which the coach reasonably determines it is not in the best interests of the league or player to participate. If less than ten (10) team members are in attendance, as long as each player plays approximately one-half of a game, the remaining playing time does not need to be equally distributed among the remaining team members.

**Biddy Level:** All recreational players should play approximately one-half (1/2) of each game at a minimum, regardless of the policy of the opposing coach. If less than ten (10) team members are in attendance, as long as each player plays approximately one-half of a game, the remaining playing time does not need to be equally distributed among the remaining team members. In the event of playoff games, the forementioned requirements shall not apply, but coaches are required to ensure all able players do get active playing time in the game. Notwithstanding the foregoing, such play guidelines shall not apply in the cases of injury or illness, habitual absences from scheduled practices or serious disciplinary problems with a player, or other conditions in which the coach reasonably determines it is not in the best interests of the league or player to participate.

**JV and Varsity Level:** All recreational players should play at least one-quarter (1/4) of each game at a minimum, regardless of the policy of the opposing coach. Coaches are encouraged to attempt to provide near equal playing time, but have discretion with regard to the remaining playing time, and may likewise try to more evenly balance playing time across multiple games. In the event of playoff games, the forementioned requirements shall not apply, but coaches are required to ensure all able players do get at least four (4) minutes active playing time in the game. Notwithstanding the foregoing, such play guidelines shall not apply in the cases of injury or illness, habitual absences from scheduled practices or serious disciplinary problems with a player, or other conditions in which the coach reasonably determines it is not in the best interests of the league or player to participate.

These bylaws were proposed on 8 September 2007 and submitted into practice on 9 September 2007.