

ARTICLE I

GENERAL PROVISIONS

1.01 Name

The name of this corporation is Two Rivers Athletic Association, hereinafter referred to as TRAA, a duly registered nonprofit corporation operating in the State of Minnesota. TRAA recognizes our local ISD 197 public high school Two Rivers by using its nickname and colors.

1.02 Business Address

The official business address for the TRAA is 1670 South Robert, #305, West Saint Paul, Minnesota 55118

1.03 Purpose

The purpose of TRAA is to conduct and operate Recreation, In House and Traveling athletic programs for eligible children in the community served by the TRAA as defined in Article III. TRAA desires that all players in all sports programs receive an opportunity to develop their skills and further their enjoyment of the game. Therefore, these athletic programs shall:

- a) strive to create a healthy environment where kids can learn, grow, compete and enjoy their experience
- b) teach the basic fundamentals of the sport and provide each participant an opportunity to develop individual skills and appropriate team skills
- c) provide opportunities to kids at various ages, level of skill and ability so that each participant can compete against and with players of similar age and skill
- d) encourage and allow all participants to partake in all practices, tryouts, clinics, games and other sponsored activities
- e) allocate playing time in a manner that all kids feel included and are able to grow and enjoy their TRAA experience. Certain sports may have policies or processes to aid in this effort and playing time will vary from Recreation to In House to Traveling.
- f) emphasize good sportsmanship and a spirit of fair play in all practices, tryouts, clinics, games and other activities.

1.04 Affiliation

The TRAA may enter into affiliation agreements with the local, regional, state or national governing associations for a particular sport. As an affiliate, TRAA is subject to the constitution, bylaws, rules, policies and procedures of the governing association.

1.05 Nondiscrimination

The TRAA does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, sexual orientation, or status with regards to public assistance, disability or age.

ARTICLE II

MEMBERSHIP

2.01 Voting Membership.

Voting membership in TRAA is limited to the parents or legal guardians of the children who are eligible to participate under Article III and who have formally applied to participate in the sport programs conducted by TRAA. The parents of each eligible child have one (1) family vote for:

- a) all business conducted at the Annual General Meeting
- b) the election of officers and at-large representatives

Membership shall begin on the date of your registration for the first sport of the current year and shall terminate on March 31 of the following year.

2.02 Corporate Sponsors

Corporate Sponsorship is available to any business entity wishing to provide financial or in kind support to the TRAA. Corporate sponsors shall receive prominent acknowledgment in all TRAA publications and web site and shall be listed on the TRAA preferred vendor list for the procurement of equipment, uniforms, supplies or other purchased products. Corporate sponsors will not have voting, or other rights or benefits except those noted above. The Board of Directors may at any time decide not to accept a sponsorship or to determine the proper allocation of such sponsorship

2.03 Membership Responsibility

All members of the TRAA agree that they will support the purpose, the policies and the philosophy of the sport programs sponsored by TRAA.

2.04 Voluntary Termination

A member may withdraw from membership in TRAA at any time by submitting a letter stating their termination of membership to the Board of Directors. The letter shall be presented at the next regular board meeting and shall be accepted by the Board of Directors effective as of that date.

2.05 Involuntary Termination

A member whose conduct has been determined to be detrimental to the operation of TRAA; is contrary to the expressed purpose of the Association, or is in violation of any policy, rules, or other regulations as set forth in an affiliation agreement between TRAA and a sports governing association, may have his or

her membership terminated by a two-thirds vote of the TRAA Board of Directors after notice and hearing. The terminated member, and his or her eligible players, shall not be eligible to participate in any capacity in the TRAA sport programs. The terminated member may petition the Board of Directors for reinstatement six (6) months from the date of membership termination, provided the terminated member has taken the necessary action to correct or remedy the action, or actions, that resulted in the termination of membership.

2.06 Membership Fee

There shall be an annual membership fee for each person which shall be set annually by the Board of Directors. The voting membership fee is due and payable at the time of registration for the first sport that the eligible child participates in during the year. Non-voting fees are due on April 1. The annual membership fee is non-refundable.

ARTICLE III

ELIGIBILITY

3.01 Recreation and In House Player Eligibility

The TRAA Recreation and In House programs are open to any child residing in, or attending a school within, Independent School District No. 197 (ISD No. 197), which includes the cities and townships of West St. Paul, Mendota Heights, Mendota, Lilydale, Sunfish Lake, and parts of Inver Grove Heights and Eagan.

3.02 Traveling Player Eligibility

The TRAA Traveling programs are open, unless prohibited by an affiliation agreement between TRAA and that particular sports governing association, to any child residing in, or attending a school within, the ISD No. 197, which includes the cities and townships of West St. Paul, Mendota Heights, Mendota, Lilydale, Sunfish Lake, and parts of Inver Grove Heights and Eagan. In cases where roster spots are open and a waiver has been signed by another community/association, non-district 197 members may participate.

3.03 Eligibility of Past Players

All players registered as members of TRAA during a prior season are eligible to play on an TRAA team in the future regardless of residence unless prohibited by an affiliation agreement between TRAA and that particular sports governing association.

3.04 Solicitation / Recruiting

TRAA, its officers, commissioners, league directors, coaches or other persons associated with an TRAA sports program, shall not engage in the solicitation of, or active recruiting of, players from any city or township outside of the ISD No. 197 boundaries, or from a city or township within the ISD No. 197 boundaries that offers a similar sports program during the same season as the TRAA sports program.

3.05 Waiver

The TRAA desires to have all of its eligible players participate within the MHAA sports programs. An eligible player may request permission to participate in another community's athletic association sports program provided that such sports program is operated under an affiliation or other governing agreement that has established specific boundary limits. The TRAA shall have a written procedure to govern how such requests are acted upon by the TRAA. The TRAA may also accept waivers from other associations if there is space on a roster and providing all participants meeting the requirements of rule 3.01 are provided an opportunity.

ARTICLE IV

BOARD OF DIRECTORS

4.01 Board to Manage

The business of TRAA shall be managed by or under the direction of the Board of Directors, subject to the rights of the members as provided in these Bylaws. Members of the Board of Directors are expected to attend and participate in all meetings. The Board of Directors may hire full or part-time employees, may engage contractors for professional or temporary services, and may authorize volunteers to manage various aspects of TRAA business. The employees, contractors or volunteers shall be under the supervision of the President, or his or her designated supervisor.

4.02 Composition

The Board of Directors shall include the Officers, Members at-Large, and the Commissioners of the individual sports programs. All members of the Board of Directors are entitled to vote in all matters before the board, except as limited in section 4.09 (Election of Commissioners) and section 4.15 (Conflict of Interest).

4.03 Manner of Acting

Except as otherwise provided in Minn. Stat., Chapter 317A, the Board of Directors shall take action by the affirmative vote of a majority of directors present at a duly held meeting.

4.04 Presumption of Assent

A director, who is present at a meeting of the Board of Directors when an action is approved by the affirmative vote of a majority of the directors present, is presumed to have assented to the action approved, unless the director objects at the beginning of the meeting to the transaction of business because the meeting is not lawfully called or convened and does not participate thereafter in the meeting, or votes against the action at the meeting, or is prohibited from voting on the action due to a conflict of interest.

4.05 Absent Directors

A director may give advance written consent or opposition to a proposal to be acted on at a Board of Directors meeting. If the director is not present at the meeting, consent or opposition to a proposal shall not constitute presence for purposes of determining the existence of a quorum, but consent or opposition shall be counted as a vote in favor of or against the proposal and shall be entered in the minutes or other record of action taken at the meeting, if the proposal acted on at the meeting is substantially the same or has substantially the same effect as the proposal to which the director has consented or objected.

4.06 Officers

The Officers of the Board of Directors shall be the President, Vice President of Administration, Vice President of Risk Management, Secretary, and Treasurer. The Board of Directors may create other officer position(s) from time to time as necessary to efficiently conduct the business of the TRAA. Such other officers shall be members of the Board of Directors subject to the numerical limitations contained in 4.03.

4.07 Election of Officers and At-Large Representatives

Officers and Members -at-Large shall be elected by the membership. The TRAA shall have a written procedure that governs this election process. Such procedure shall at a minimum include solicitation of nominations, balloting process, and the appointment of a person to a position in the event no nominations are received. The election or appointment of a person as a director shall not, of itself, create any contract rights.

4.08 Election of Commissioners

Commissioners shall be elected by an affirmative vote of the Officers and Members-at Large at any meeting of the Board of Directors. Once elected, commissioners shall have all the rights and responsibilities as required of any director. The election or appointment of a person as a commissioner shall not, of itself, create any contract rights.

4.09 Term of Office

Each Officer and Member-at-Large is elected to a two year term or until his or her earlier death, resignation, removal or disqualification. The Vice President of Administration, Secretary, Vice President of Risk Management and one (1) At Large Representative shall be elected in even numbered years. The President, Treasurer, and one (1) At Large Representative shall be elected in odd number years. Additional terms of service may be granted by the Board if the individual and the Board desire.

4.10 Resignation

A director may resign at any time by giving written notice to TRAA.

4.11 Removal of a Sitting Director

Any sitting director may be removed at any time, with or without cause, by a vote of two-thirds majority of the Board of Directors. TRAA membership may also

call for removal of one or all Board members by a vote of two-thirds majority at the Annual General Meeting. This call for removal must be submitted in writing to the Board, and membership must be invited to attend and vote at the Annual General Meeting

4.12 Vacancies

Any vacancy occurring on the Board of Directors may be filled by the affirmative vote of the majority of the remaining directors. Vacancies on the Board of Directors resulting from newly created directorships may be filled by the affirmative vote of the majority of the directors serving at the time of the increase. A director appointed to fill a vacant seat shall hold office until the next election time, as established in sections 4.08 and 4.09 or until his or her earlier death, resignation, removal or disqualification.

4.13 Duties

The Board of Directors shall publish on a periodic basis the rules, policies and procedures of TRAA. The Board of Directors duties shall include, but are not limited to, the review and approval of the budgets for each sports program; the review and approval of each sports program's operating policy manual, and determining the annual membership fee. In addition to the specific duties described in these Bylaws, the officers and directors shall perform any other duties delegated to them by the Board of Directors.

4.14 Conflict of Interest

A director shall act, to the best of his or her ability, on behalf of the membership and for the general benefit of the TRAA. Should an issue come before the Board of Directors in which a director, or his or her family, could benefit to a greater extent than the benefit received by the general membership on such issue, the director is obligated to inform the Board of Directors immediately that a conflict of interest exists. The director shall not participate in all discussion and shall abstain from voting on such issue, unless the Board of Directors votes in the affirmative that a conflict of interest does not exist for that director on such issue. Failure by a director to notify the Board of Directors of a potential conflict of interest may result in removal of the director from the board. Any Board of Director action influenced by a director failing to notify that a conflict of interest may exist, can be repealed subject to a two-thirds majority vote of the Board of Directors.

4.15 Financial Benefit

No director shall receive any compensation, or any other type of monetary or financial benefit as a result of their service or actions on the Board of Directors, except as provide in section 4.17. A director, who is an employee, or agent, for a company that provides goods, or services, to TRAA and receives compensation from such company as a direct result of the company providing such goods or services to TRAA, shall be required to inform the Board of Directors that such arrangement exists. Failure to inform the Board of Directors shall be considered a conflict of interest as defined in section 4.15.

4.16 Credit for Program Fees

For their service, each director shall annually receive a \$300 credit toward the sports program registration fee for any of their eligible player(s) in any sports program offered by the TRAA. Each director must inform the Executive Director that such credit is being used at the time of registration for any sports program. Such credit shall be exclusively used for the sports program registration fee; use of such credit for membership, tournament, or facility fees is prohibited. Such credit must be taken within the calendar year. In the event such credit is not used within the calendar year, the director shall forfeit such credit.

ARTICLE V

OFFICERS

5.01 President

The President;

- a) shall prepare meeting agendas and when present, preside at all meetings of the Board of directors, Officers, Annual General Meeting and all regular or special membership meetings;
- b) with the Executive Director, will sign and deliver in the name of TRAA, any deeds, mortgages, bonds, contracts, banking transactions or other instruments pertaining to the business of TRAA, except in cases in which the authority to sign and deliver is required by law to be exercised by another person or is expressly delegated by the Articles of Incorporation or these Bylaws or by the Board of Directors to some other officer or agent of the TRAA.
- c) shall sign any, and all, waiver requests for players entering into, or exiting from, any TRAA sports program;
- d) supervise, or designate such other person to supervise any and all persons employed by the TRAA.
- e) adhere to the policies outlined in the Checks and Balances procedures as approved by the Board of Directors.
- f) assist and hold accountable each Director for meeting his or her individual duties and the collective responsibilities of the Board.
- g) is an ex-officio member of all committees.

5.02 Vice President of Administration

The Vice President of Administration shall;

- a) in the absence of the President or in the event of his or her death, inability or refusal to act, the Vice President of Administration shall perform the duties of the President, and when so acting, shall have all of the powers of and be subject to all restrictions imposed upon the President.
- b) assist the President with other duties as directed.
- c) maintain all records of the TRAA including historical documents, the TRAA operating manual, meeting minutes, etc.
- d) oversee the editing of the TRAA Bylaws on an annual basis
- e) recruit future Board members and track existing terms
- f) receive all grievances against the Board or TRAA employees and present them to the Board
- g) adhere to the policies outlined in the Checks and Balances procedures as approved by the Board of Directors.

5.03 Vice President of Risk Management

The Vice President of Risk Management shall;

- a) manage the TRAA insurance
- b) provide and track the Background Checks and Concussion Testing for all coaches

5.04 Secretary

The Secretary shall;

- a) maintain minutes of and, whenever necessary, certify all proceedings of the Board of Directors and the TRAA
- b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law

5.05 Treasurer

The Treasurer shall;

- a) serve as a signer for TRAA bank accounts
- b) administer the TRAA general budget and balance all sports/commissioner budgets with the general budget and bank statements

- c) meet ongoing with the President and Executive Director to balance and reconcile all budgets and bank accounts
- d) work with the TRAA hired accountant to audit and prepare tax documentation
- e) sign outgoing checks when the Executive Director is not present or able.
- f) adhere to the policies outlined in the Checks and Balances procedures as approved by the Board of Directors.

5.06 Executive Director

The Executive Director shall;

- a) serve on the Board of Directors as a non-voting member
- b) serve as an at-will-employee and report to the President and Board of Directors
- c) serve as the Budget Administrator for TRAA
 - i. monitor all bank accounts and balance those accounts with internal operating budgets
 - ii. meet ongoing with the President and Treasurer to balance the bank statements, operating budget and each sports budget
 - iii. sign all checks and coordinate with the Treasurer or President to sign when absent
 - iv. Coordinate, with the accountant, Treasurer and President, the preparation and completion of all tax responsibilities/documents
- d) serve as an administrator for the Registration system (Sport NGIN), the assessment system (Survey Monkey) and any other systems of use (Google Docs, etc.).
 - i. Assist the Web Master with various tasks and/or troubleshooting.
 - ii. Oversee all sports Registrations, along with each respective Commissioner, and assist the Commissioner in balancing registrations with revenue.
 - iii. Assist the Commissioners in creating and distributing survey's at the end of each sport season to collect feedback on the season.
 - iv. Assist the Web Master or Commissioners in utilizing any other electronic or online program.
- e) Represent TRAA as the primary contact with the City of Mendota Heights, ISD 197 Office, and any outside vendors or contractors.

- i. Establish the initial contracts for field and/or space use.
 - ii. Negotiate and/or sign all contracts associated with the City, ISD 197 or any outside organization
 - iii.
- f) provide General Administrative oversight
- i. Work with VP of Risk Management to purchase, monitor and ensure that TRAA is properly insured.
 - ii. Assist and hold accountable each Director for meeting his or her individual duties and the collective responsibilities of the Board.
 - iii. Meet with the Officers of the Board (ongoing).
 - iv. Responsible for all communications and into and out of TRAA.

ARTICLE VI

COMMISSIONERS

6.01 Responsibility

A commissioner is responsible for managing the operation of their particular sports program within the stated purpose of the TRAA and the sports policy manual for that particular sports program. A commissioner is responsible for successfully completing each season, the duties listed in section 6.03.

6.02 Actions and Decisions

A commissioner is empowered by the Board of Directors to take the actions and make the decisions necessary to operate a particular sports program within the parameters of these bylaws and the operating policies for that particular sport. No action taken or decision made by a commissioner shall be overturned, reversed, or otherwise affected by the Board of Directors, unless such action or decision is a clear violation of these bylaws or that sport's operating policies.

6.03 Duties

The commissioner of an TRAA sports program will, as a minimum, have the following duties:

- a) Insure that all aspects of the sports program operate within the general purpose of the TRAA.
- b) review and modify, as necessary, the operating policy manual for that particular sport program. Annually present such operating policy manual to the Board of Directors for its approval. Such reviews and approvals must be completed prior to registration to insure that the operating policy manual accurately reflects how the sports program will be managed in the coming year.

- c) Work with the Executive Director to make the necessary arrangements and engage in the necessary contracts to provide for the facilities and sites needed to conduct the sports program.
- d) Work with the Executive Director on the approval and purchasing of equipment, uniforms and supplies needed for the sports program.
- e) Recruit appropriate league or age group directors, coaches and assistant coaches, and other persons as necessary to help operate the sports program.
- f) Prior to registration, prepare for the Board of Directors and their approval, an annual budget for the sports program. Such budget shall include, at a minimum, the estimated expenses that the program will incur, the estimated number of participants and the per player fee that will be required in order to have a balanced budget.
- g) At the conclusion of each season, review with the Treasurer, Executive Director and President the budget to date for that sport.
- h) For Traveling sports programs, arrange for the preparation of the necessary team rosters and registration materials required to enter teams into league, tournament or playoff competition..
- i) For Recreation and In House sports programs, divide participants into teams, develop team rosters, establish game and practice schedules.
- j) If required, arrange for the game officials needed for the sports program.
- k) Assess the program through use of a survey or multiple and diverse focus groups.

6.04 Delegation of Duties

A commissioner may, from time to time as he/she deems necessary, delegate any, or all, of their duties, as described in section 6.03, to league directors, coaches, other persons, or other groups of persons acting as a committee. Though such duties may be delegated, the commissioner maintains complete responsibility for the successful completion of such duties. A commissioner may not delegate any duty to the Executive Director, or any other employee of TRAA, which is not specifically listed in such employee's job description as approved by the board of directors.

ARTICLE VII

BOARD OF DIRECTORS MEMBERS-AT-LARGE

7.01 Responsibility

The duty of an MHAA at-Large Board Member shall be to help assure that the MHAA programs and services are responsive to the needs of the TRAA membership.

ARTICLE VIII

MEETINGS

8.01 Annual General Meeting

The members of TRAA shall meet before April 1 of each calendar year, at a specific date, time and place to be determined by the Board of Directors. Members shall receive not less than thirty (30) days advance notice of such meeting. This meeting shall be known as the Annual General Meeting (AGM).

8.02 Special Membership Meetings

Special membership meetings may be called by a majority of the Board of Directors or by the signature of a majority of the members present at the preceding Annual General Meeting. In the event a special meeting is called, voting members shall receive at least thirty (30) day notice of such special meeting.

8.03 Meetings of the Board of Directors

Except for the month of the Annual General Meeting, the Board of Directors shall meet on the second Monday of the month at the City of Mendota Heights city hall unless the city hall is not available. Special meetings of the Board of Directors may be called by any director by giving five (5) days written notice of the meeting to the other directors by any technological means available.

8.04 Emergency Meetings

In the event of an emergency, a meeting of the Board of Directors may be called upon 24 hours' notice by any technological means available.

8.05 Notices Except for Otherwise Required

Notices of a meeting may be made by telephone, e-mail, fax, mail or any other technological means available.

8.06 Quorum

A quorum shall consist of a majority of the total number of the Board of Directors.

8.07 Minutes

Minutes shall be kept at every membership and regularly scheduled Board of Directors' meeting. Copies of the minutes shall be kept by the Secretary and be

made available by request to the membership with copies provided to the Board of Directors.

8.08 Agenda

The President shall draft and distribute to the Board of Directors, an agenda for every membership and Board of Directors' meeting. Any member desiring to bring forth an issue to the Board of Directors may request time on the agenda. Such request must be made in writing and submitted at least ten (10) days prior to such meeting to the President. Such request must include a summary of the issue being brought forth and indicate a length of time being requested. Such Copies of the agenda shall be kept by the Secretary and be made available by request to the membership.

8.09 Robert's Rules of Order

Regularly scheduled meetings shall be conducted in accordance with Robert's Rules of Order as most recently revised, except as otherwise provided in these Bylaws rules, policies or procedures.

ARTICLE IX

FINANCES

9.01 Fiscal Year

TRAA's fiscal year shall be from January 1 to December 31 of each year.

9.02 Prohibited Transactions

TRAA, its officers, directors, members or any persons acting in or on its behalf, shall take no action which may adversely affect TRAA's tax exempt status or which may otherwise violate any state or federal law.

9.03 Contracts and Banking

The Board of Directors, except as otherwise required by law, the Articles of Incorporation or these Bylaws, may authorize any officer(s) or agent(s) to enter into any contract or to execute and deliver any instrument or document in the name of and on behalf of TRAA and such authority may be general or confined to specific instances.

9.04 Acceptance of Gifts and Donations

The Board of Directors may accept on behalf of TRAA any contribution, gift, bequest, donation or devise for the general purpose or any special purpose of the TRAA.

9.05 Annual Check and Balance of the Finances

An annual check and balance shall be conducted by the Executive Director, President, Treasurer and accountant when preparing tax documentation. The check and balance shall be completed and reported to the Board of Directors at its next meeting

ARTICLE X

AMENDMENT OF BYLAWS

10.01 Amendment of Bylaws

Any voting member or director may propose to amend these Bylaws by delivering the proposal in writing to the Board of Directors not less than sixty (60) days prior to the Annual General Meeting or a special membership meeting.

10.02 Review of the Proposed Amendment

The Board of Directors shall review the proposed amendment for form and any conflict with any existing articles of incorporation, bylaws or rules of the TRAA. The Board of Directors shall determine an action regarding the proposed amendment to the bylaws and report its decision to the membership.

10.03 Publication

The proposed amendment and the decision of the Board of Directors shall be published on the web site no less than thirty (30) days prior to the annual general meeting or special membership meeting.

10.04 Voting

Amendments to the Bylaws may be made by the affirmative vote of two-thirds of the votes present at a membership meeting.

10.05 Amendment of the Bylaws by Board Approval

The Board of Directors may at any time amend the Bylaws only if it is deemed necessary and appropriate in order to conduct the business practices of TRAA. A two-thirds majority is needed by the Board in order to pass the amendment. The Board must then publish the approved Bylaws on the web site for the general membership to view.

ARTICLE XI

GRIEVANCE

11.01 Definition

A grievance is a complaint by a member alleging that the conduct or actions of an TRAA representative (such as a coach, league director, commissioner, or policy committee), in a particular situation, has violated these bylaws and/or the operating policies of the applicable sport, and, as a result, has caused harm to a member or eligible player(s).

A grievance shall not challenge any action taken, or Bylaw or rule adopted by the Board of Directors, and any such matter must be addressed directly to the Board.

11.02 Procedure

The TRAA shall have a written procedure to govern how grievance complaints are acted upon by the TRAA.

ARTICLE XII

SPORTSMANSHIP GUIDELINES

12.01 General Provisions

The TRAA shall establish and maintain guidelines for sportsmanship that shall apply to all players, coaches, TRAA officials and parent members. Such guidelines shall be observed at all times at all practices, tryouts, clinics, games and other sponsored activities. Such guidelines shall be incorporated into the registration process for all TRAA sports programs and will require an acknowledgment by the players, coaches, TRAA officials and parent members. Failure to observe guidelines for sportsmanship may result in disciplinary action by the Board of Directors.

ARTICLE XIII

CODE OF CONDUCT

13.01 General Provisions

The TRAA shall require all players, coaches, TRAA officials and parent members to refrain from inappropriate conduct during all TRAA sponsored youth sports activities. Inappropriate conduct shall include:

- a) The use of any drug, alcohol or tobacco products
- b) To be found under the influence of any drug or alcohol product
- c) Engaging in fighting, assaulting or threatening physical assault on another person
- d) Intentional damage to property
- e) The use of vulgar or offensive language
- f) Any actions violating TRAA policy XIV

13.02 Disciplinary Action

Any player, coach or parent who engages in inappropriate conduct will be disciplined, by the proper authority, including but not limited to, coaches or assistant coaches, league directors and/or commissioners, as follows:

1st Violation –A written reprimand from the appropriate Commissioner to such player, coach or parent shall include a brief description of the incident, why the action or incident is inappropriate, and a request for remedial action. A copy of such reprimand will be transmitted to the TRAA President.

2nd Violation –A written reprimand to such player, coach or parent shall include a brief description of the incident, why the action or incident is inappropriate, and a request for remedial action. A copy of such reprimand will be transmitted to the TRAA President. In addition to the reprimand the

appropriate Commissioner must attempt a face-to-face meeting with the member and the member must be placed conduct probation.

3rd Violation -The coach or player will be terminated from the TRAA activity that they are currently involved in and not allowed to participate in any manner in any TRAA activity for one year following the termination. A parent will have their membership terminated as described in section 2.06

A termination letter, containing a brief description of the 3rd incident, will be issued by the Commissioner or TRAA President. This progressive discipline schedule need not be followed in cases of serious, willful misconduct. The grievance procedure, set forth in Article X, may be followed by any player who disagrees with the disciplinary action taken against such player, coach or parent. Termination from any TRAA activity, on two separate occasions, may result in cancellation of the players' TRAA participation and precluded from future TRAA participation.

ARTICLE XIV

CHILD PROTECTION

14.01 General Provisions

The TRAA shall have written policies and appropriate procedures to institute such policies, to promote the safety of our member's child(ren) while participating in TRAA sponsored youth sports activities. The Board of Directors shall annually review and update such policies and procedures with the support of the TRAA insurance agency and legal counsel. Vice President of Risk Management shall serve as the contact for any concerns regarding the TRAA Child Protection policies and procedures.