

# Boyd Youth Association

## Bylaws

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# Boyd Youth Association Bylaws

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# Boyd Youth Association Bylaws

Boyd Youth Association, hereinafter referred to as BYA, is a non-profit charitable organization under the Texas Business Organizations Code, Title 2 Chapter 22 Section, and is an exempt organization under Internal Revenue Code, Section 501© (3). BYA relies on donations and contributions from individuals and local businesses to successfully organize and promote youth sports. BYA shall remain in the State of Texas with a registered address required by the Texas Non-profit Corporation Act.

BYA Address – PO Box 1138 Boyd, TX 76023

## Jurisdiction

Includes, but is not limited to Boyd Independent School District, The City of Boyd, Wise County Texas, and all surrounding counties.

BYA has jurisdiction over all sports associations including but not limited to members, officials, coaches, assistant coaches, and registered players. Each member will adhere to these Bylaws and will comply with the authority of BYA. If a member is not adhering to the Bylaws, with sufficient evidence, the Board will investigate the allegations and take appropriate action.

## Purpose

To foster and advance youth sports within jurisdiction and to guard the interest of the participants. The BYA organization is made up of volunteers that promote academics, discipline, leadership, and good sportsmanship to all, throughout youth sports.

## Definitions

**Volunteer** – A person that will assist a coach or commissioner including, but not limited to helping with a BYA activity or clinic.

**Member** – A parent/guardian within the BYA jurisdiction, not on the Board or on the Executive Board, that has a child(ren) participating in a BYA sport or Recreational Program. A member must be in good standing and have attended four or more BYA scheduled meetings for the calendar year. Each family, whether the same household or separate, is entitled to one vote and must designate a parent/guardian in writing to vote on behalf of the family. If someone in the same household is on the Board or the Executive Board, that vote will count as the household vote. If multiple family members in the same household are on the Board or Executive Board, they will each have a vote. If a member moves outside of the BYA jurisdiction, they are grandfathered in for the rest of that calendar year. Members are only allowed to vote on policies within the BYA Bylaws.

**Board of Directors (Board)** – A parent/guardian within the BYA jurisdiction that is a commissioner, co-commissioner for a sport, or an event coordinator. Must be in good standing and have attended six or more BYA scheduled meetings for the calendar year. Each Board member is entitled to one vote. If a member of the Board moves outside of the BYA jurisdiction, they are grandfathered in for the rest of their term.

**Executive Board of Directors (Executive Board)** – A parent/guardian within the BYA jurisdiction that is a Treasurer, Secretary, Vice President, or President. Must be in good standing and have attended eight or



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more BYA scheduled meetings for the calendar year. All Executive Board members are entitled to one vote. If a member of the Executive Board moves outside of the BYA jurisdiction, they are grandfathered in for the rest of their term.

Official – Including but not limited to Umpires and Referees

No Confidence – A vote to remove a member of the Board or Executive Board for not fulfilling their duties.

### Code of Conduct

The following pertains to all Members, Board, and Executive Board:

- No alcoholic beverages consumed on or around the practice or game location. Not allowed to attend practice or game while intoxicated.
- No tobacco products or vaping on or around the practice or game location.
- No abusive or profane language used on or around the practice or game location.
- No negative, profane, or lewd comments and/or posts on social media linked to BYA, any site, or group that could be considered disrespectful to any players, parents, members, association to the board, etc.
- No possession or use of illegal drugs.
- No excessive Public Display of Affection (PDA) on or around the practice or game location.
- No physical altercations on or around the practice or game location.
- Must not commit any crime or be accused of committing any crime against the law.
- Must pass a Background Check.
- Not allowed to create a payment application for BYA without approval from the President or Vice President and the Treasurer.

The following pertains to all Coaches or Assistant Coaches:

- No alcoholic beverages consumed on or around the practice or game location. Not allowed to attend practice or game while intoxicated.
- No tobacco products or vaping on or around the practice or game location.
- No abusive or profane language used on or around the practice or game location.
- No negative, profane, or lewd comments and/or posts on social media linked to BYA, any site, or group that could be considered disrespectful to any players, parents, members, association to the board, etc.
- No possession or use of illegal drugs.
- No excessive Public Display of Affection (PDA) on or around the practice or game location.
- Must complete a Coach Application Form for that season and pass a background check (annually).
- Do not encourage the use of medical or performance enhancing drugs. Players need to seek medical attention for injuries and to follow the physician's instructions for treatment and recovery.
- Must wear appropriate clothing for all practices and games. Everyone must wear a shirt or top that limits exposure during physical activity, a bra or sports bra is not acceptable as a top and



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will need to be covered. Everyone must wear shorts that limit exposure during physical activity or when sitting. Any clothing with reference to alcohol, tobacco, illegal drugs, or profanity is prohibited.

- Must not commit any crime or be accused of committing any crime against the law.
- Must not be ejected multiple times from a practice or game location by an official.
- No physical altercations on or around the practice or game location.

The following pertains to all Parents/Guardians:

- No alcoholic beverages consumed on or around the practice or game location. Not allowed to attend practice or game while intoxicated.
- No tobacco products or vaping on or around the practice or game location.
- No abusive or profane language used on or around the practice or game location.
- No negative, profane, or lewd comments and/or posts on social media linked to BYA, any site, or group that could be considered disrespectful to any players, parents, members, association to the board, etc.
- No possession or use of illegal drugs.
- No excessive Public Display of Affection (PDA) on or around the practice or game location.
- No parent is allowed to assist with practice or games without submitting a Coach's Application, passing a background check, and being approved by the Board of Directors.
- Must not be ejected multiple times from a practice or game location by an official.
- No physical altercations on or around the practice or game location.

The following pertains to all Players:

- No alcoholic beverages consumed on or around the practice or game location. Not allowed to attend practice or game while intoxicated.
- No tobacco products or vaping on or around the practice or game location.
- No abusive or profane language used on or around the practice or game location.
- No negative, profane, or lewd comments and/or posts on social media linked to BYA, any site, or group that could be considered disrespectful to any players, parents, members, association to the board, etc.
- No possession or use of illegal drugs.
- No excessive Public Display of Affection (PDA) on or around the practice or game location.
- No aggressive contact with attempts to harm or hurt another person, including but not limited to biting, punching, kicking, fighting, or spitting.
- Must wear appropriate clothing for all practices and games. Everyone must wear a shirt or top that limits exposure during physical activity, a bra or sports bra is not acceptable as a top and will need to be covered. Everyone must wear shorts that limit exposure during physical activity or when sitting. Any clothing with reference to alcohol, tobacco, illegal drugs, or profanity is prohibited.
- Must not commit any crime or be accused of committing any crime against the law.
- Must not be ejected multiple times from a practice or game location by an official.
- No physical altercations on or around the practice or game location.



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## Disciplinary Guidelines

All BYA members, Board, Executive Board, coaches, assistance coaches, parent/guardian, and players are expected to uphold the guidelines in the Code of Conduct written in the BYA Bylaws. Violations of the Code of Conduct could result in a warning, probation, suspension, possibly removal from the current position, etc. The Board and/or Executive Board will have 48 hours to determine the punishment based on violation.

Any person witnessing misconduct from any BYA member, Board, Executive Board, player, coach, or parent/guardian during any BYA activity, must report the incident in writing to that sports commissioner or someone on the Executive Board. An Incident report must be submitted within 48 hours of the incident.

Any person that is suspended or removed from their current position as a result of a violation of the Code of Conduct has the right to appeal the decision to the Executive Board at the next scheduled meeting. All appeals must be submitted in writing and submitted to the President or Vice President within seven days from when the incident occurred. The Executive Board will have 10 mins to meet with each party and then will deliberate and vote. If the original report is about an Executive Board member, that member will be excluded from voting. The result of the appeal is final.

## Nominations and Elections

Executive Board of Directors:

- President (elected on even years)
- Vice President (elected on odd years)
- Secretary (elected on even years)
- Treasurer (elected on odd years)

Board of Directors:

- Baseball (elected on odd years)
- Basketball (elected on even years)
- Cheer (elected on odd years)
- Football (elected on even years)
- Soccer (elected on odd years)
- Softball (elected on even years)
- T-ball (elected on even years)
- Volleyball (elected on odd years)
- Event Coordinator (elected on even years)
- Field Commissioner (elected on odd years)

Positions on the Board and Executive Board will come up for election in June at the BYA meeting. The date, location, and information for the election will be posted on the organization's website ([www.boydyouth.net](http://www.boydyouth.net)) and/or Facebook page. You can nominate yourself or be nominated by someone else through the Nomination Form. To be nominated for the Board, you must be a member of BYA. To be nominated for the Executive Board, you must serve on the Board for at least 12 months and have attended at least 6 BYA Board meetings. Any exceptions must be approved by all Board and Executive



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Board members prior to completing the Nomination Form. All nominees that receive a nomination will be contacted to see if they accept the nomination. Each nominee that accepts the nomination must pass a background check. All qualified candidates will be placed on a ballot and voted on during a closed session during the June BYA meeting. The list of candidates, voters, and completed ballots must be excluded from everyone while voting, proxy voting is not allowed during elections. Each member is allowed one vote, and voting will be open for one hour. The President will only vote to make an odd number to avoid a Tie. If a member on the Board or Executive Board is listed as a candidate, they are not allowed to vote for the position they are elected for. The election results will be tallied by the highest member on the Executive Board, that is not a candidate in the running, must contact the winner of each position and announce the results within 48 hours from the closing of the poll. New members will take office effective immediately, the previous member is able to assist if needed during the transition.

### Rules & Regulations for polling

No person on the ballot is allowed to influence any member in a positive or negative way. No electronic devices are allowed when voting for candidates.

## Removal

Any member of the Board or Executive Board shall be removed if they have received a vote of no confidence. The petition must be submitted in writing to a member of the Executive Board. The petition will be reviewed and brought to a vote at the next BYA Meeting during a closed session. The candidate will have 5 minutes to address the reason listed on the No Confidence form to the Board. The candidate must be excluded from everyone while voting, proxy voting is not allowed. Each member is allowed one vote, and the voting will be open for one hour. The vote of no confidence must be passed by a two-thirds majority vote of all members (Board and Executive Board) present, excluding the candidate. The results will be tallied by the highest member on the Executive Board, and they must contact the candidate to announce the results within 48 hours of the closing of the vote. If the candidate receives the vote of no confidence, they will be removed from their position, effective immediately.

### Rules for Removal

If a No Confidence form does not provide a reason for the nomination, it will not be brought before a vote. If a No Confidence form is complete and submitted, all Board and Executive Board members need to be notified within 24 hours. At that time, if any others agree and would like to support the nomination, they can submit one as well. If a Board member is removed by receiving the No Confidence vote, they will need to wait at least 2 years before they're eligible to be nominated for a position.

## Resignation

Any member of the Board or Executive Board may resign by giving written notice to the President. If a Board member resigns prior to the end of their term, they will need to wait at least 1 year before they're eligible to be nominated for a position. If they still hold another position on the Board, they can maintain that position until the end of term.

## Vacancies

If a position is vacant, a candidate can be presented to the Board to serve in the interim. The Board and Executive Board will then take a vote for the candidate to fill the position until the next election.



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## BYA Meetings

- All meetings are held at the Boyd Middle School Gym Foyer, unless specified by the President. Meetings are subject to change as needed. Each open meeting must be posted 72 hours prior to the meeting on the BYA Facebook page.
- Meetings will be open to the public and held once a month. Any member of the public that wishes to address the board must sign in no later than 10 mins prior to the start of the meeting and will have five minutes to talk.
- BYA Board meetings must have at least 50% of the Board and Executive Board present.
- An Emergency Meeting is a closed meeting and must have at least 50% of the required members present. Any disciplinary actions can be discussed at this time.

## Meeting Minutes

The meeting minutes for each meeting must be tracked by the Secretary and placed in the minute book of BYA. Minutes will be approved at the next scheduled BYA Meeting. If the Secretary is not able to take minutes, another Executive Board member will keep track.

## Conflicts of Interest

Any member, Board, or Executive Board is prohibited from having any association with or a business enterprise that would conflict with the performance of their responsibilities.

## Executive Board of Director Roles and Responsibilities

### President

- Responsible for attending all BYA Meetings and elections.
- Will enter into the annual agreement with the City of Boyd.
- Ensure everyone is following the BYA Bylaws.
- Can choose person(s) to audit the financial records for the Treasurers budget at the end of Treasurers term or anytime needed to resolve a concern.
- Will review banking information and can give appropriate people access to debit cards.
- Provide insurance for all sports/activities.
- Ensure all members with check signing authority be bonded.
- Is empowered to take prudent and reasonable action in cases not covered in these Bylaws and such authority is implied in the office.
- Is responsible for the evaluation and monitoring of the conduct of participants, attendees, coaches, officials, and members of BYA.
- Authorized to sign checks.
- Will address any corrective actions needed.
- Will approve and have access to all payment applications used for BYA.
- Will review and have access to all Forms that are used within BYA.
- Will manage the BYA website and Facebook page.

### Vice President

- Overseeing the administrative policies and operations of BYA.



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- Responsible for assisting in the set up and administration of player development programs and coaching clinics.
- May succeed to the office of President if position becomes vacant, with the majority approval of the Board until the next election.
- Construct all new sign-up sheets and paperwork forms.
- Will act as liaison between BYA, City of Boyd, and BISD.
- Authorized to sign checks.
- Will assist in addressing any corrective action needed.
- Will approve and have access to all payment applications used for BYA.
- Will review and have access to all Forms that are used within BYA.
- Will manage the BYA website and Facebook page.
- Will run background checks on all individuals that require one and maintain all information.

### Treasurer

- Will serve as the financial officer of BYA. Responsible for accounts receivable and payable, coordinating budgets, financial reconciliation, and will report a balance for each account prior to each scheduled BYA Board meeting.
- Will review and approve all contracts related to finance by this association.
- Authorized to sign checks.
- Keep all financial records, which can be reviewed by any Board or Executive Board Member.
- Will file annual reports with the IRS, State of Texas, and local agencies as required by law to keep the non-profit status.
- Is responsible for checking the post office box for BYA on a weekly basis.
- Will collect fees from commissioners within two business days after last day of sign-ups.
  - Will deposit monies within two business days of receiving.
- Will review reports for each sports registration that shows the number of participants and payment information.
- When any invoice or bill is received, will review, and make the payment.
- Will review banking information monthly and give appropriate people access to debit cards.
- When the storage facility payment is due, collect fees appropriate from each account to make payment on or before the due date.
- Will request raise limits on the accounts for purchases if necessary.
- Will approve and have access to all payment applications used for BYA.
- Will approve any items that need to be purchased, where the payment will be split between multiple accounts.
- Will close all payment applications that will no longer be used and will verify the bank and/or card information is no longer attached to the account.

### Secretary

- Will keep minutes of all BYA meetings and keep approved minutes in a book to have available for review by the Board and members.
- Will keep paper and electronic copies of the Bylaws and forms while in attendance at any meeting.



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- Will post the date and time of each monthly meeting on the BYA Facebook page at least 72 hours prior to the meeting.
- Will create the agenda and minutes of previous meeting for each BYA monthly meeting and distribute.
- Is responsible for checking the post office box for BYA on a weekly basis.
- Will keep track of who the active members are and have that available for review by the Board and members.
- Will keep the lists of sign-up sheets in a binder available for review by the Board.

### Board of Directors Roles and Responsibilities

#### General (All sport commissioners and co-commissioners)

- To attend monthly BYA meetings, give a report on your sport of any issues, praises, progress, etc. and attend the individual sport meetings throughout the year.
- Support all BYA sports/activities. Assist with working at home games for each sport (working gate, supervising, setting up, breaking down, concession, etc.)
  - If you don't help the other sports within BYA, you can be suspended or voted off the BYA board by a vote of No Confidence.
- Attempt to resolve any conflict/issues during or after a practice or game with any players, coaches, or fans from either team. If unable to resolve, submit the issue or complaint to the Executive Board for a resolution.
- Post updates and important information on the BYA Facebook page and/or individual Facebook pages for their sport.
- Manage their sports' budget; order uniforms no more than 40% of registration fee (unless approved by the Executive Board), coach shirts, fee for officials throughout the season, replacing or adding equipment, trophies/medals, association fee for each sport, maintenance cost, etc.
  - The cost of an individual's uniform must be paid prior to ordering.
  - Give the itemized receipt (or image) to the Treasurer after each purchase or deposit.
    - Must provide itemized receipt for reimbursement.
  - Any monies collected need to be deposited within two business days or given to the Treasurer, Vice President, or President within two business days of receipt.
- Keep inventory of all sport-related items or equipment. Inspect and issue appropriate equipment for each sport. Collect all equipment at the end of the season.
- Create or distribute game schedules to each head coach, keep head coaches updated with any pertinent information throughout the season, and oversee practice schedules. Coordinate practice schedules with other BYA sports if needed.
  - Mention any home games to all BYA Board Members, organize the volunteer schedule, and turn in the sign-in sheet to any Executive Board Member.
- Obtain a list of everyone interested in coaching and send it to the Vice President of BYA to have their background check within seven days of receipt.
- Read and follow the league rules for each sport.
- Send the BYA Bylaws, League Rules for your sport, and BYA volunteer badges to all coaches (if applicable). Coaches must wear them during games and events if specified.
- Must ensure coaches follow league rules and BYA Bylaws.



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- Must conduct a mandatory coach meeting prior to first game to go over league rules, BYA Bylaws, and provide coaches with forms/paperwork needed for the season.
- Assist in ordering awards for your sport and distributing to BYA teams.
- Schedule or work with your league to schedule officials for each game.
- Schedule and attend drafts (if applicable) for your sport.
- Responsible for the registration and eligibility of all players and teams within the jurisdiction of BYA.
- Maintain the allowable number of coaches per the individual league rules.
- Obtain a clock runner, score keeper, assistant referee, and/or announcer for games if needed for your sport.
- Ensure the contract with BISD and/or City of Boyd is secure so the practice and game locations (concession stand if applicable) for each sport are available and can be utilized.
- Contact and notify the school employee custodian of all home games. Make sure the Treasurer is aware of the cost for the employee (Football and Basketball).
- Must serve in their current commissioner role for a minimum of one year before eligible to run for a different position.

### Event Coordinator

- To attend monthly BYA meetings, give a report on any updates of an event.
- Support all BYA sports/activities. Assist with working at home games for each sport (working gate, supervising, setting up, breaking down, concession, etc.)
  - If you don't help the sports within BYA, you can be suspended or voted off the BYA board by a vote of No Confidence.
- Attempt to resolve any conflict/issues during any event. If unable to resolve, submit the issue or complaint to the Executive Board for a resolution.
- Will get approval from the commissioner(s) of that sport before finalizing any details of an event.
- Market the event and post updates regarding the event on the BYA Facebook page.
- Will book venues and vendors that suit the events needs and budget.
- Will get volunteers for the event, create a schedule, and oversee during the event.
- Will arrange event services needed such as catering, entertainment, security, staff, etc.
- Will prepare budget, financial reports, and make payments to vendors (submit receipts and invoices to Treasurer for payment).
- Monitor ticket sales and registrations for events.
- Run errands needed for the event.
- Will assist in set-up and clean-up of the event site.
- Must serve in their current commissioner role for a minimum of one year before eligible to run for a different position.

### Field Commissioner

- To attend monthly BYA meetings, give a report on any updates if needed.
- Support all BYA sports/activities. Assist with working at home games for each sport (working gate, supervising, setting up, breaking down, concession, etc.)



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- If you don't help the sports within BYA, you can be suspended or voted off the BYA board by a vote of No Confidence
- Responsible for all maintenance to practice and game locations for the baseball, softball, and soccer fields including but not limited to chalking and/or painting the fields, putting in and/or moving bases, pitching rubber, and/or pitching mound, rake and/or tamp down the batter's box, catchers and pitcher's areas, putting up soccer nets, making sure the fields are mowed, etc.
  - The City of Boyd is responsible for mowing the grass at RT Brooks and at Snodgrass Park.
- Work with each commissioner to have all items needed to maintain the fields.
- Responsible for letting each commissioner know if practice or games will be canceled due to weather or natural disaster.
- Must serve in their current commissioner role for a minimum of one year before eligible to run for a different position.

### Coaches

In some cases, returning coaches may be eligible to retain their team, depending on the individual sport rules, current status with the BYA Board, etc. If another person signs up for that position as well and the commissioners can't come to a fair decision, it will be brought before the Board to review and vote. Discrepancies about all coaching issues shall go before the board before they are voted on.

### Coach Responsibilities

- Coaches are responsible for being respectful and for having full knowledge of the BYA Code of Conduct and rules and regulations governing the league they are participating in and will ensure the players, parents/guardians, and other coaches are aware.
- Coaches may be required to wear an official BYA Badge at all games. Coaches may not be allowed on the field without a Badge.
- Coaches are responsible for the conduct of their players, coaching staff, and parents of the children (to an extent) on their team at any organized BYA games, practices, and/or functions.
- Instruct players to play within the written laws of the game and encourage good sportsmanship.
- Need to be familiar with the written laws of the game and no "cheating" or purposely playing against those laws.
- All coaches who pass the background check are required to attend the mandatory Coaches meeting and/or coaches' clinic.
- Coaches or commissioners will retain birth certificates for the season.
- Coaches will give the birth certificates back to the parents or to the commissioner at the end of the season (if applicable)
- Any equipment that is handed out is the responsibility of the head coach.
  - At or after the last game, it is the head coach's responsibility to collect all the BYA equipment and turn it back in to the commissioner.
  - If any and all equipment is not turned in, the coaches may not receive medals/trophies for that year and can be subject to fines.
- In the event of a draft, only the coach and/or assistant coach will have a choice of players. Each coach or assistant coach must follow the draft rules within their sport.
- Issues regarding an official need to be addressed to the appropriate sport association.



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- If the coach is not able to attend a practice or a game and an assistant is not able to either, the coach must notify the parents and the opponents commissioner, if applicable, as soon as possible.
- Coaches are responsible for communicating practice schedule, game schedule, changes to practice or games, picture day, fundraisers, volunteer help, and any other league information that impacts the players.
- If a player does not show up to practice or a game without notice or legitimate reason, the coach does not have to play that player in the next scheduled game. If a player misses 50% or more of practices due to sickness, the coach can ask for a doctor's note. If note is not provided, the coach does not have to play that player in the next scheduled game.
- During home games, the home team coach is responsible for chalking (if applicable) and ensuring that the field is playable and ready to go before the game starts. If the coach is unable to be there, make sure you have assigned someone to do this before the game starts.

### Transfers

Any player(s) that transfers or plays for another town within that league will be suspended from all BYA sports and functions for 365 days. The suspension begins when the player is released by the commissioner over that sport.

Exception – A player will not be suspended if BYA does not offer that sport during that season for the players' age division or if BYA does not have enough players to make a team for that players' age division.

Appeal – All appeals to the 365-day suspension will need to be brought to the BYA Board at the next scheduled meeting. The parent/legal guardian of the player will have 5 minutes to address the Board for reasonings of appeal. The Board will deliberate and vote. The result of the appeal is final, and the Board will notify the parent/legal guardian within 24 hours.

### Disqualifying Offenses

A person will be disqualified and prohibited from serving as a volunteer in any position within BYA if they have been found guilty, have entered a plea of guilty, or plead no contest regardless of the adjudication for any of the disqualifying offenses.

- All Sexual Offenses – Regardless of the amount of time since offense. Including, but not limited to, child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.
- All Felony Violence – Regardless of the amount of time since offense. Including, but not limited to, murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.
- All crimes against children – Regardless of the amount of time since offense. Including, but not limited to, child abuse, child neglect, etc.
- All Felony Offenses other than violence or sex – within the past 10 years from the latest day served in prison/jail or on parole/probation. Including, but not limited to, drug related, theft, fraud, etc.



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- All Misdemeanor Violence – within the past 7 years from the latest day served in prison/jail or on parole/probation. Including, but not limited to, simple assault, battery, domestic violence, hit and run, etc.
- All Misdemeanor drug and alcohol offenses – within the past 5 years or multiple offenses in the past 10 years from the latest day served in prison/jail or on parole/probation. Including, but not limited to, driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- Any other misdemeanor within the past 5 years from time of arrest that would be considered a potential danger to children, adults, or self and is directly related to the functions of that volunteer. Including, but not limited to, contributing to the delinquency of a minor, providing alcohol to a minor, theft – if a person is handling monies, etc.
- Open Charges – A person with any open or pending charges for disqualifying offenses shall be restricted from volunteering until the active case is brought to resolution or the charges are dropped.

If a person with a disqualifying offense or open charge would like to volunteer, the BYA Board will conduct a review of their background check, discuss, and will vote if that individual would be allowed to volunteer or not.

### Weather

#### Lightning Safety

If active lightning is within five miles of the event, practice, or game location, there will be a thirty-minute delay. After the delay has passed and there is still active lightning, the event, practice, or game will be canceled and/or rescheduled.

The head coach (assistant coach if the head coach is absent) or event organizer will:

- Remove individuals from areas of risk.
- Actively watch the weather forecasts and warnings.
- Designate a safer shelter.
- All individuals have the right to leave an athletic site in order to seek a safe structure if the person feels in danger, without fear of repercussions or penalty.

#### Hot Weather

- When temperatures reach 96° - 99° or heat index rises to 104°
  - Practice outdoors will include a 5-minute break every 30 minutes in the shade, if possible. Practice is not to exceed 2 hours total outdoors.
  - Water should be available at all times during practice.
  - Helmets off during breaks (football).
- When temperatures reach 100° or higher or heat index is 105° or higher
  - Practice outdoors will include a 5-minute break every 30 minutes in the shade, if possible. Practice is not to exceed 2 hours total outdoors.
  - Water should be available at all times during practice.
  - Players need to wear shorts and shoulder pads for practice. Helmets and shoulder pads are to be taken off during breaks. (football).



# Boyd Youth Association Bylaws

## Cold Weather

- When the wind chill is less than 32° or wind chill is less than 40° with precipitation
  - Not outside practice.

## Financial

If a parent/guardian needs assistance paying a registration fee for a BYA sport, they may be eligible to be sponsored by BYA. The parent/guardian may be required to pay a portion of the registration fee, while BYA covers the remainder. All requests will be reviewed by the BYA Board for approval. Any person that is sponsored by BYA will be required to execute the Sponsorship Agreement contract, which requires a minimum of eight hours of volunteer work within the BYA program from the parent/guardian.

## Sibling Discount

BYA gives a discount for multiple children in the same household participating in the same sport or activity (excluding cheer).

## Refunds

- A refund requested before the last day of sign-ups will receive the registration fee in full.
- A refund requested after close of sign-ups up and before the first practice for that team, will receive half of the registration fee after uniform and other costs are deducted.
- Once the first practice for that team is held, no refunds are issued.

## Volunteer Buy Out

The Volunteer Buy Out applies to all sports within BYA, including but not limited to; Baseball, Basketball, Cheer, Football, Soccer, Softball, T-ball, Volleyball, etc. A family member, at least 14 years of age, of a player registered to play a sport within BYA will be required to volunteer a minimum of two hours per child to help BYA during the season of that sport by working concession, gate, field crew, set up, clean up, field maintenance, etc. If no family members choose to volunteer a minimum of two hours, the parent/guardian will be required to pay an additional \$25 per child during registration or before the first game. If the parent/guardian does not have someone to volunteer the minimum amount required and does not pay the additional fee, they will not be allowed to register anyone for any sport or attend an activity within BYA until that fee is paid.

All commissioners, co-commissioners, Board, and Executive Board members are exempt from the Buy Out since they have specific requirements within their Roles and Responsibilities.

## Returned Checks

All returned checks will incur a \$35 non-refundable fee per check. All fees will be required to be paid in cash or money order for the remainder of the season. If during any of the following seasons, a check is returned, then cash, or money order will be the only acceptable form of payment for each year with BYA.

## Fiscal Year

The fiscal year of BYA is from January 1st to December 31st. BYA is a non-profit charitable organization and is required to annually file to maintain that status with the Internal Revenue Service of the United States federal government.



# Boyd Youth Association Bylaws

## Books and Records

BYA will keep correct and completed books/records of each account, including the following:

- A filed-endorsed copy of all documents filed with the Texas Secretary of State relating to the Corporation, including but not limited to the articles of incorporation, any articles of amendment, restated articles, articles of merger, articles of consolidation, and statement of change of registered office or registered agent.
- A copy of all Bylaws, including amended versions.
- Minutes from the BYA meetings and any committees relating to the BYA Board.
- A list of names and addresses of all committee members of the Corporation.
- All rulings, letters, and other documents relating to the Corporation's federal, state, and local tax status. The Corporation's three most recent income tax returns.

## Dissolution of Organization

Upon the dissolution of BYA, assets shall be distributed for one or more exempt purposes within the meaning of section 501©(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

## Business Organizations Code

### Title 2 Corporations

### Chapter 22 Non-profit Corporations

#### Sec. 22.351. Member's Right to Inspect Books and Records

- A member of a corporation, on written demand stating the purpose of the demand, is entitled to examine and copy at the member's expense, in person or by agent, accountant, or attorney, at any reasonable time and for a proper purpose, the books and records of the corporation relevant to that purpose.

#### Sec. 22.352. Financial Records and Annual Reports

- A corporation shall maintain current and accurate financial records with complete entries as to each financial transaction of the corporation, including income and expenditures, in accordance with generally accepted accounting principles.
- Based on the records maintained under Subsection (a), the board of directors of the corporation shall annually prepare or approve a financial report for the corporation for the preceding year. The report must conform to accounting standards as adopted by the American Institute of Certified Public Accountants and must include:
  - a statement of support, revenue, and expenses,
  - a statement about changes in fund balances,
  - a statement of functional expenses, and
  - a balance sheet for each fund.



# Boyd Youth Association Bylaws

## Sec. 22.353. Availability of Financial Information for Public Inspection

- A corporation shall keep records, books, and annual reports of the corporation's financial activity at the corporation's registered or principal office in this state for at least three years after the close of the fiscal year.
- The corporation shall make the records, books, and reports available to the public for inspection and copying at the corporation's registered or principal office during regular business hours. The corporation may charge a reasonable fee for preparing a copy of a record or report.

## Sec. 22.354. Failure to Maintain Financial Record or Prepare Annual Report, Offense

- A corporation commits an offense if the corporation fails to maintain a financial record, prepare an annual report, or make the record or report available to the public in the manner required by Section 22.353.
- An offense under this section is a Class B misdemeanor.

## Sec. 22.355. Exemptions from Certain Requirements Relating to Financial Records and Annual Reports *(Sections 22.352, 22.353, and 22.354 do not apply)*

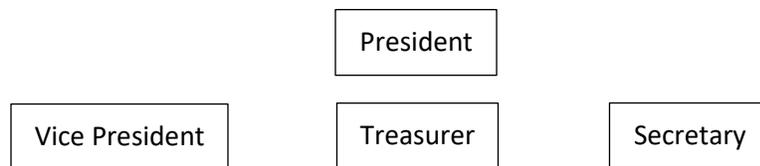
- a corporation that does not intend to solicit and receive and does not actually raise or receive during a fiscal year contribution in an amount exceeding \$10,000 from a source other than its own membership.

## Amendments to Bylaws

- These Bylaws may be amended, revoked, or new Bylaws may be adopted at any BYA meeting. All changes will be listed under Appendix A: Index of Changes.
- A two-thirds (2/3) vote of the total present membership provided that all members were given time to review the proposed changes.
- A member may not alter, amend, revoke, or adopt new Bylaws, Rules, or Regulations without approval of BYA by a two-third (2/3) vote of the Board.

## Boyd Youth Association Organization Chart

### Executive Board



### Board of Directors

