

**BYLAWS OF
BELLE PLAINE YOUTH BASEBALL ASSOCIATION**

ARTICLE I — NAME AND PURPOSE

Section 1: Name: The name of the BPYBA shall be **BELLE PLAINE YOUTH BASEBALL ASSOCIATION**

Section 2: Purpose: **BELLE PLAINE YOUTH BASEBALL ASSOCIATION** (hereinafter referred to as the "BPYBA" or "Association") is organized exclusively for charitable and educational purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including for such purposes, the making of distributions to BPYBAs that qualify as exempt BPYBAs under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. The purpose of this corporation is to assist the Belle Plaine student athletes with the opportunity to pursue excellence in youth, junior high, and high school athletics by providing financial support to the baseball program not otherwise provided for by the Belle Plaine School District. In addition, the BPYBA shall assist individual athletes with their ability to fully participate in the baseball program. By doing so, all of the baseball student athletes of the Belle Plaine School District shall have access to quality athletic facilities, equipment, training and programs.

ARTICLE II — MEMBERSHIP

Section 1 - Membership: Membership shall be open to any parent or guardian of a BPYBA player who is interested in promoting the purpose of the association and who agrees to abide by these Bylaws. A maximum of one membership shall be granted to each family unit. All members have the right to vote in any duly called general membership meetings and association elections.

Section 2 - Annual dues: No annual dues will be charged to members

Section 3 - Rights of members: Parents and guardians of BPYBA players are deemed members in the Association, with a maximum of one membership per family unit. Each member shall be eligible to cast one vote in general membership meetings, the annual association meeting, and association elections. Voting is in person and cannot be granted via proxy.

Section 4 - Resignation and termination: Any member may resign by filing a written resignation with the secretary. A member can have their membership terminated by a majority vote of the membership. A member may be removed for failing to carry out expected duties, violating these Bylaws, or conduct detrimental to the BPYBA.

ARTICLE III — MEETINGS OF MEMBERS

Section 1 – Annual meetings: An annual meeting of the members shall take place in the month of August. The specific date, time and location will be designated by the Board of Directors and communicated to the members by posting meeting details on the BPYBA website minimum 1 week prior to the meeting. At the annual meeting, the members shall elect Board officers, receive reports on the activities of the Organization, and determine the direction of the club for the coming year.

Section 2 – Monthly meetings: A monthly meeting of the board members shall take place on the 1st Wednesday of each month. The specific time and location will be designated by the Board of Directors. At the monthly meeting, the board will receive reports on the activities of the BPYBA, and determine the direction of the association for the coming month.

Section 2 - Special meetings: The President, Secretary, or a simple majority of the Board of Directors may call special meetings. A petition signed by a minimum of 10 voting members of the association is also sufficient to call a special meeting.

Section 3 - Notice of meetings: Notice of each meeting shall be given to each voting member, via posting on the BPYBA website, not less than one week prior to the meeting.

Section 4 - Quorum: The members present at any properly announced meeting shall constitute a quorum. The act of the Board members present, at a meeting at which a quorum is present, shall be the action of the Board of Directors.

Section 5 - Voting: All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

ARTICLE IV — BOARD OF DIRECTORS

Section 1 - Qualification: Any member is eligible to serve on the Board of Directors. At least one member of the Board shall be a parent/guardian of a child in each age group that the BPYBA has a team. Election to the Board of directors shall be open to any parent or guardian of a BPYBA player who is interested in promoting the purpose of the Association and who agrees to abide by these Bylaws

Section 2 - Powers: The Board shall be the governing body of the BPYBA and shall manage, control and direct the affairs and property of the BPYBA.

Section 3 - Compensation: No director shall receive compensation for any service he or she may render to the BPYBA. Board members may be reimbursed for actual expenses incurred in the performance of their duties.

Section 4 - Size: The Board of Directors shall have up to 12, but not less than 6 members.

Section 5 - Terms: The President, Treasurer and Secretary/Communication Director shall serve two (2) year terms elected on even years, while the Vice President, Travel Director and Tournament Director shall serve two (2) year terms elected on odd years.

Section 6 - Nominations: Members in good standing with BPYBA shall have the opportunity to nominate themselves or others to the ballot that is to be voted on at the annual meeting. Positions that will be on the ballot and a call for candidates will be posted on the BPYBA website no less than 2 weeks prior to the annual meeting. All nominations must be made in writing (email will suffice for documentation purposes) to the BPYBA secretary/communications director. The nomination process will close 5 days prior to the annual meeting.

Section 7 - Board of Director Elections: Directors shall be elected or re-elected by the members at the annual meeting. Board members will be elected by a simple majority of members present at the annual meeting.

Section 8- Board of Directors and Duties: There shall be 6 main officers of the Board, consisting of a President, a Vice-President, Secretary)/Communications Director, Travel Director, Tournament Director and Treasurer which will be referred to herein as the "Board". Any of the positions can be shared, if agreed upon by the Board and the persons sharing the position. Any shared position will be allowed only one (1) vote representing the position in a Board of Directors only vote. Board members are expected to attend at least 50% of the meetings throughout the year. If a board member is absent from more than 50% of the association meetings that member shall be subject to review and possible termination from the board. The duties of each position can be assigned to either another board Officer or any other board Member if agreed upon by the Board, prior to the assignment. The Board of Directors duties are as follows:

The President shall:

- Regularly meet with the designated school and athletic representatives regarding booster activities
- Convene regularly scheduled board meetings
- Shall preside at or arrange for other members of the Board to preside at each meeting in the following order: Vice-President, Communications and Fundraising Director, Secretary, and Treasurer.
- Resolve issues with membership

- Meet regularly with the Treasurer to review the BPYBA's financial position

The Vice-President shall:

- Preside at meetings in the absence or inability of the President to serve
- Perform administrative functions as determined by the Board or delegated by the President
- Be a conduit for members, coaches and athletes
- Assist in communication to the members, the athletes and coaches in the form of email, text or web design.

The Secretary)/Communications Director shall:

- Keep all membership records and provide membership reports to other Board members on an as needed basis.
- Be responsible for organizing membership communications to past, current and potential members. This shall include maintaining a current e-mail distribution list for current members.
- Maintain records of Board actions, record minutes at all Board meetings and distribute copies of minutes and the agenda to each board member
- Send out all meeting announcements
- Conduct and report on all correspondence on behalf of the BPYBA.

The Treasurer shall:

- Maintain an accurate and detailed account of all monies received and disbursed
- Deliver a financial report at each board meeting
- Assist in the preparation of the budget and help develop fundraising plans
- Make financial information available to Board members and the public
- Reconcile all bank statements as received and resolve any discrepancies with the bank immediately
- Issue a receipt for all monies received and deposit said amount on an as needed basis

Travel Director shall:

- Attend all MBL league functions and relay information to BPYBA board members
- Stay up to date with changes within the league that will affect BPYBA members
- Be the direct contact for BPYBA coaches

Tournament Director shall:

- Schedule and register for all tournaments for all BPYBA teams
- Serve as the contact person for teams registering for our host tournaments

Section 9 - Age Level Representatives: Each age level where a BPYBA team will be participating will have one representative that will sit on the BPYBA board of directors. All representatives must have a child playing on the age level team that they represent. Representatives will be appointed by the board each year at the annual meeting. The BPYBA board of directors will post the positions available on the BPYBA website and take names of volunteers. The BPYBA board of directors will select and appoint age level representatives based on their involvement and commitment to Belle Plaine Baseball.

Section 10- Resignation and termination: Any Board member may resign by filing a written resignation with the Secretary. A Board member can have their membership terminated by a majority vote of the Board of Directors. A Board member may be removed for failing to carry out expected duties or conduct detrimental to the BPYBA. (As referred to in Article II, Section 4).

Section 11-Vacancies: Any Board position vacancy, that results due to death, resignation, removal, disqualification or otherwise shall be filled by the Board of Directors for the unexpired portion of the remaining term.

ARTICLE V — COMMITTEES

Section 1 - Committee Formation: The Board may create committees as needed for specific purposes, such as equipment, fundraising, public relations, data collection, etc. Either the President or Vice-President of the Board may appoint committee chairs.

Section 2 - Finance Committee: The Treasurer is the chair of the Finance Committee, which shall also include the Fundraising and Communications Director. The Finance Committee is responsible for developing and reviewing fiscal procedures, and the annual budget. The board must approve any change in the overall budget. The fiscal year shall be October through September. Annual reports are required to be submitted to the board showing income, expenditures, and pending income. The financial records of the BPYBA are public information and shall be made available to the BPYBA members, Board members, and the public.

Section 3 - Committee Membership: The Board of Directors shall include Board members in all Committees and any volunteer members from the BPYBA. Community members may be solicited for their expertise in any of the Committees. Members from the BPYBA may either volunteer or be appointed to be the Chair (hereinafter referred to as "Chair") of their respective committees, except as provided in section 2 of this article.

Section 4 - Resignation and termination: Any Committee member may resign by filing a written resignation with the Secretary. A member can have their membership terminated by a majority vote of the membership. A member may be removed for failing to carry out expected duties or conduct detrimental to the BPYBA. (As referred to in Article II, Section 4)

Section 5- Vacancies: Any Committee position vacancy, that results due to death, resignation, removal, disqualification or otherwise shall be filled by the Committee Chair for the unexpired portion of the remaining term. In the event that a Committee chair position becomes vacant, the Chair vacancy shall be filled as designated by the Board of Directors.

ARTICLE VI — GENERAL PROVISIONS

Section 1 - Operating Funds: Operating funds shall be maintained in a general fund and an accounting of such funds shall be presented at all meetings.

Section 2 - Annual Statement: The Board of Directors shall present at each annual meeting or when called by vote of the members at any meeting, a full and clear statement of the condition of the BPYBA.

Section 3 - BPYBA Exemption: This non-profit BPYBA will qualify as tax-exempt BPYBA under the provisions of Section 501(c) (3) of the Internal Revenue Code and its regulations as they now exist.

ARTICLE VII — DISBURSEMENT OF FUNDS

Section 1 - Disbursement of Funds: All BPYBA monies are to be disbursed only through the authority of the Board. The Treasurer may disburse funds up to \$400 per disbursement, with a maximum of \$1000 per month without full Board approval but with approval of one other Board member and with acknowledgement sent to the Board after disbursement is made. Disbursements above \$400 and/or exceeding \$1000 per month must have Board approval prior to disbursement. All disbursements that require Board approval must contain dual signatures from the Treasurer and Secretary/Communications Director, or in the Secretary/Communications Director's absence, the President. Approval may also be achieved through full Board approval via email.

ARTICLE VIII – AMENDMENTS

Section 1 - Amendments: These bylaws may be altered, amended, or repealed, when necessary, by simple majority of the Board of Directors, provided that the alterations, amendments, or proposed

substitute Bylaws have been read or distributed to all Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

ARTICLE IX — DISSOLVED ASSOCIATION

Section 1 - BPYBA Dissolution: This non-profit BPYBA may be dissolved at any time by the written consent of not less than two-thirds (2/3) of the members. In the event of the dissolution other than for purposes of reorganization of the BPYBA whether voluntary or involuntary or by operation of law, none of the property of the BPYBA nor any proceeds thereof nor any assets of the BPYBA shall be distributed to any members of the BPYBA. In the event the BPYBA ceases to exist for any reason and after payment of the debts of the BPYBA, its property and assets shall be distributed for one or more exempt purposes associated with Belle Plaine School Districts within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or if no such purpose at Belle Plaine District is identifiable then the assets of the corporation shall be distributed to the federal government, or to a state or local government, for a public purpose..

CERTIFICATE OF PRESIDENT

I certify that I am the duly elected and acting President of the BELLE PLAINE YOUTH BASEBALL ASSOCIATION and these bylaws constitute the corporation's Bylaws. The Bylaws were duly adopted at a meeting of the membership held in August of the year 2024.

Dated: 8/22/24

BELLE PLAINE YOUTH BASEBALL ASSOCIATION
President, Jeff Hoen