

Valley Athletic Association, Inc.

Traveling Basketball Bylaws

ARTICLE I – PURPOSE

The purpose of the VAA Traveling Basketball Board (hereafter known as “Board”) shall be to promote and operate traveling basketball programs for youth residing within the boundary of Independent School District 196, focusing on youth residing in the City of Apple Valley and those in communities within the Apple Valley High School attendance area. Deviation from the eligibility area will require approval of the Valley Athletic Association Board of Directors (hereafter known as “VAA Board”). The Board will be responsible for all decisions made on behalf of the VAA Traveling Basketball.

ARTICLE II – FISCAL YEAR

The fiscal year of VAA Traveling Basketball shall commence on May 1st and conclude on April 30th of each year.

ARTICLE III – MEMBERSHIP

A membership is granted to each individual with payment of complete Traveling Basketball fees. Board members must live in the Apple Valley High School attendance area or have a child participating in VAA Traveling Basketball who lives within the boundary of Independent School District 196. Deviations from the eligibility will require approval by the VAA Board.

ARTICLE IV – BOARD

Section 1- Number

The Board shall consist of a minimum of nine (9) members, which shall include the following six (6) Officer positions (the “Board Officers”): Commissioner, Secretary, Treasurer, Tournament Director, Boys’ Coordinator and Girls’ Coordinator, and a minimum of three (3) Non-Officer Board members (the “Non-Officer Board Members”).

Section 2 – Election of Board Officers

Board Officers shall be elected from the Board membership by the Board members, one vote per Board member. This election will occur at the April Board meeting. Board Officers shall be elected to serve a term of two (2) years and until their respective successors are chosen. Board Officer elections shall be by secret ballot, no proxy votes allowed. A non-candidate pre-appointed election judge shall be chosen from the Board to conduct and count the secret ballots.

The Board vote for Commissioner is a nomination that must be presented to and approved by the VAA Board. The VAA Board must approve the Commissioner prior to the Commissioner being named and prior to the Commissioner carrying out any duties or obligations of the position of Commissioner.

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Section 3 - Election of Non-Officer Board Members

Non-Officer Board Members will be nominated prior to the April Board meeting and voted on by the Board Officers at the April Board meeting. No proxy votes are allowed. Nominated Non-Officer Board Members will be interviewed by the Board Officers and must be approved by majority to become a Non-Officer Board Member. All Non-Officer Board Members must pass a background check given by the VAA Board. At the April Board meeting, Non-Officer Board Members whose term expires at that meeting will express whether they want to serve another term. Another term will be granted by a majority vote of the Board Officers.

Section 4 - Term of Office

The Board member term of office shall be two (2) years, except as provided below with regard to newly elected Non-Officer Board Members. It is the intent that one-half of Board positions come up for renewal each year, staggered by position in an odd/even year format. Board members shall hold their position for the term for which they are elected and until the end of the meeting at which the successor has been elected, or until the Board member's death, resignation or removal. All Board members must actively participate and assume responsibility for one or more tasks or objectives of VAA Traveling Basketball, for example, hold an Officer position or serve as a committee member, each year they are on the Board.

The staggered positions for Board Officers will proceed as follows: In even years, the Secretary, Girls' Coordinator, and Tournament Director will be elected. In odd years, the Commissioner, Boys' Director, and Treasurer will be elected.

Newly elected Non-Officer Board members shall have an initial one-year term, and shall serve as a committee member. Newly elected Non-Officer Board Members shall not serve as a Board Officer during their initial one-year term unless a Board Officer position is vacant and there are no current Board members interested in the vacant position. Newly elected Non-Officer Board members would have to receive the same majority vote to take a Board Officer position.

Section 5 - Removal of a Board Member

Any Board member may be removed for failing to carry out expected duties or conduct detrimental to VAA Traveling Basketball. VAA Traveling Basketball will adhere to the VAA Bylaws Article V, Section 3- Removal of a Board Member as stated:

In order to remove a member of the Board, a written complaint must be presented to the Board. The complaint will be reviewed and investigated by the Board Officers of the Board. If sufficient justification exists, a hearing before the full Board will be held. The vote of simple majority of the Board is required for the dismissal of a Board member. The impacted Board member shall be provided advance notice of the intent to remove with written justification a minimum of two (2) weeks prior to any hearing. At the discretion of the Board, upon a simple majority vote, the Director Board member may be suspended pending the outcome of the hearing. The impacted

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Board members shall be provided a fair hearing with the right to counsel and a reasonable opportunity for the Board member to present a defense.

Three consecutive unexcused absences may result in a request for resignation of a Board member. Upon the refusal of said Board member to resign, the Board shall commission a Special Committee to investigate the Board member's unexcused absences. Upon the report of the Special Committee, the full Board will determine, by the vote of a simple majority, whether the Board member shall be removed.

The aforementioned removal process shall also apply to coaches and others deemed necessary by the Board.

Section 6 – Background Checks

VAA Traveling Basketball will adhere to the VAA Bylaws in Article V-Board of Directors, Section 6- Background checks as stated:

Board members shall be required to complete a background check. It is the intent of VAA to deny any person who has been convicted of a crime of violence or a crime against a person, or a person convicted of a felony for the possession or sale of illegal substances, from serving on the Board. Background checks for new Board members shall be completed prior to the first regular meeting of the Board on the new calendar year following the election. The background check must be updated at least every three (3) years.

The aforementioned background checks shall also apply to coaches and others deemed necessary by the Board.

Section 7- Vacancies

Any vacancy on the Board because of death, resignation, removal, disqualification or otherwise shall be filled by a candidate approved by the Board for the unexpired portion of the term.

ARTICLE V - ELECTED OFFICERS

Section 1 - Term of Office

The Board Officer positions of Commissioner, Secretary, Treasurer, Tournament Director, Boys' Coordinator and Girls' Coordinator shall be two (2) year terms and until their respective successors are chosen. The Commissioner shall not serve more than three (3) consecutive terms.

Section 2 – Commissioner

The Commissioner shall be the principal executive officer of VAA Traveling Basketball and subject to the control of the Board. The Commissioner shall: (a) preside over all meetings of the Board; (b) supervise all business and affairs of VAA Traveling Basketball; (c) make such reports and recommendations to the Board at any meeting concerning the work or affairs of VAA

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Traveling Basketball which in his or her judgment, are desirable for their information and for guidance; (d) have the authority to require reports from the Secretary, Treasurer, Tournament Director, Boys' Coordinator and Girls' Coordinator and committee chairpersons as necessary; (e) serve as ex-officio member of all committees; and (f) report to the VAA Board.

Section 3 – Treasurer

The Treasurer shall: (a) keep account of all monies received, deposits and check requests on behalf of VAA Traveling Basketball ; (b) ensure that the Commissioner has a comprehensive forecasted budget to present the VAA Board for the following fiscal year prior to the completion of the current fiscal year; and (c) submit detailed financial statement of the preceding month at each monthly Board meeting for their approval.

Section 4 – Secretary

The Secretary shall: (a) record and maintain the minutes of all Board meetings; (b) manage and update all Board policies and procedures; (c) ensure that the meeting minutes, policies and procedures are in a location accessible to all, such as the VAA Traveling Basketball website or Google Docs.

Section 5 – Boys' Coordinator and Girls' Coordinator

The Boy's Coordinator and Girls' Coordinator shall: (a) be the primary contact and liaison for the coaches and parents to the Board; (b) schedule all tournaments for the respective boys and girls traveling teams; (c) submit check requests to the Secretary of the VAA Board and Treasurer; (d) handle all disputes as indicated in the Parent Handbook, as adopted and amended by the Board.

Section 6 - Tournament Director

The Tournament Director shall: (a) plan and execute the Traveling Basketball tournament; (b) act as the liaison between the registered teams and the Board (c) submit check requests to the Secretary of the VAA Board and Treasurer as needed; (d) consult with the Commissioner, coaches and tournament volunteers in the planning and execution of the Traveling Basketball tournament.

ARTICLE VI – MEETINGS

The Board will meet on the fourth Monday of every month. Additional meetings may be scheduled as necessary, and special meetings of the Board may be called by the Commissioner or the Board. Notice of meetings shall be communicated to each Board member as applicable. All meetings shall be open to the public. A quorum of the Board shall consist of those members present at duly constituted meetings consisting of a majority number of Board members.

ARTICLE VII – STANDING COMMITTEES

Membership on the following Standing Committees shall be filled by the Commissioner for an annual term. Unless otherwise provided, each committee will appoint a chairperson to report

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activities of the committee to the full Board, as needed. Standing committees should meet a minimum of three (3) times per year and report back to the Board.

Section 1 – Tournament Committee

The Tournament Committee shall consist of a minimum of four (4) Board members, including the Tournament Director and Commissioner. It shall be the duty of this committee to organize all aspects of the Traveling Basketball tournament, including securing gyms, officials, the online tournament website, all printed materials, concessions and awards. This committee will also work with any outside vendors who may want to set up at our tournament, as well as the requesting and securing any monies to run the tournament.

Section 2 – Coaches Committee

The Coaches Committee shall consist of a minimum of four (4) Board members, including the Boys’ and Girls’ Directors. It shall be the duty of this committee to consider and recommend the process for selecting coaches, additional coaches training to be offered, as well as the committee who will handle any coaching issues throughout the season.

ARTICLE VIII – Special Committees

The Commissioner or Board may establish special committees as needed. Actions of special committees are subject to approval of the Board. Each special committee shall consist of at least (3) Board members and headed by one member designated as Chairperson. The special committee shall establish rules and regulations and operate the specific activity under its jurisdiction. A member of the Board may chair no more than two (2) special committees. The Commissioner shall have final jurisdiction in any dispute.

ARTICLE IX – Bylaw Changes

Any Article may be changed upon approval of the Board at regular meeting and upon approval of the VAA Board. Two (2) weeks minimum advance notice to all Board members is required before any changes can be made to bylaws.

Approved by VAA Board: June 3, 2020