



## Sun Prairie Youth Basketball Association

The Sun Prairie Youth Basketball Association (SPYBA) is a non-profit organization that was established for boys and girls in the Sun Prairie Area School District to participate in a competitive basketball program. SPYBA does not discriminate on the basis of race, color, religion, or national origin. Upon dissolution of this organization all the remaining assets will be used exclusively for exempt purposes.

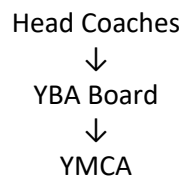
### Mission Statement

The growth of the Sun Prairie East and West High School basketball programs depends on a strong and well-organized youth program. In the interest of a strong boys and girls basketball program, a voluntary non-profit organization shall be formed with active membership comprised of Sun Prairie School District residents (known as the SPYBA Board). Youth athletics for both boys and girls in the Sun Prairie School District exists for the purpose of developing teamwork, self-confidence and sportsmanship.

### Bylaws

#### Section 1: Program Structure

The SPYBA Program structure will function in a top down model with the following involved entities: 4 Sun Prairie High School Coaches (East and West, Boys and Girls), The Sun Prairie YBA Board and the YMCA. The structure of this working relationship looks like the following:



#### Function of each entity are:

High school head coaches (East and West, Boys and Girls) - The vision, goals and direction of the program and at all grade levels will be set and then communicated to the SPYBA Board.

Sun Prairie YBA Board - An elected group of people who are responsible for strategically managing the vision of the head coaches. They regularly meet to set policies related to management and oversight.

YMCA – Will be in charge of facilitating all policies put in place by the SPYBA Board. They will be the main point of contact for the general Sun Prairie public. The relationship with the YMCA will be evaluated on an annual basis.

## **Section 2: SPYBA Board of Directors**

The SPYBA Board will consist of voting members with one vote each. Each person must attend 75% of meetings in order to maintain their vote. The following positions will be held within the board:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Tournament Director
6. Marketing (Website/Social Media) Director
7. Youth Development Coordinator
8. Sponsorship Coordinator
9. Concessions Coordinator
10. East Boys Head Coach
11. East Girls Head Coach
12. West Boys Head Coach
13. West Girls Head Coach

With the exception of the Head Coaches, the terms of office for each Board member will run from May through April for a length of two years. Every year three positions will be up for election; and each position will be elected every two years.

Nomination for each open position will be held at the March meeting of the general membership and will be solicited from the floor. Elections will take place by secret ballot at the annual open membership meeting held in April of each year. Only one vote per family will be allowed.

In interest of broad representation, only one member per family may be elected to the Board at any one time. A list of nominations of all Board positions will be provided to the members prior to the annual meeting.

Board members whose term is up may be nominated for the same position. In addition, a Board member may run for a different position outside the position they just filled for the past term.

## **Section 3: Governing Body**

The governing body of SPYBA shall consist of up to 13 officers. The President shall preside over all SPYBA meetings and will utilize the latest version of “Roberts Rules of Order” to conduct the meetings.

Board members may be removed by a vote of 75% of those present at a general membership meeting. Any three Board members or 10% of the general membership may call a special meeting to vote for a removal of a Board member.

## **Section 4: Financial Policy**

The Treasurer is responsible for paying, collecting and depositing all monies for SPYBA. A monthly financial update will be provided to the Board at its general membership meeting.

Any matters pertaining to funds spent must have the approval of a simple majority of the Board. All purchases are to be paid or reimbursed by check or credit card and require an invoice or receipt be attached. The President and Treasurer are required to sign all checks over \$300. Otherwise, the Treasurer is given sole signature authority for amounts under \$300.

The draft of the annual budget will be presented by the President to the Board at its July general membership meeting. The Board may take action on the budget at that same meeting.

At the end of each season, the Treasurer will submit a final financial report to the board.

Player registration fees will be collected by the YMCA. These fees will be used for uniforms, BDL league fees, and administrative fees. Each year, the YMCA must submit a proposed per player budget, so the Board can assess the appropriate registration fee. The YMCA must also provide a financial breakdown of all registration fees collected and how they were used to support the YBA program.

All financial reports will be public knowledge if requested.

## **Section 5: Coaches**

All YBA coaches will be selected by the Board for each team. They are required to attend a kick off meeting prior to the start of the season, which will be hosted by the YBA Board and High School coaches. In addition, all coaches must submit to an annual background check. The annual background check will be conducted by YMCA as part of the online registration process. The annual background check must be completed prior to any coaching. Coaches must be approved by the Board by a majority vote.

Coaches must conduct themselves in a professional manner or they will be subject to disciplinary action by the Board.

## **Section 6: Code of Conduct: Players**

The players will:

- Treat opponents with respect
- Play hard and have fun.
- Exercise self-control at all times, setting the example for others to follow.
- Respect officials and accept their decisions without gestures or argument.
- Win without boasting, lose without excuses, and never quit.
- Always remember that it is a privilege to play.

## **Section 7: Code of Conduct: Association Members, Parents and Spectators**

Association members, parents and spectators will:

- Attempt to understand the playing rules.
- Appreciate a good play no matter who makes it.
- Respect the judgment and strategy of the coach, and does not criticize players or coaches for the loss of a game.
- Respect the judgment of the officials and accepts their decisions without gestures or argument.
- Emphasize and demonstrate good sportsmanship at all times.
- Will not harass, taunt, use profane language, direct racial comments or otherwise engage in obnoxious behavior toward players, coaches, officials or other spectators.
- Censures those whose behavior is unbecoming.

## **Section 8: Dividing of Players/Teams**

If numbers justify multiple teams, the Board will find qualified independent evaluators to assess each individual player's skill level. A total score will be assigned to each player based on the results of all evaluator scores. The Board will be responsible for decisions on final team rosters. The decisions will be based on player evaluation scores and coach surveys. Decisions of the Board are final.

Teams will be split as follows:

- 3rd/4th grade teams will be created by balancing teams in terms of overall equal abilities.
- 5<sup>th</sup>/6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> grade will be created with like-minded and skilled players. Players will be organized in to top teams (A), followed by second teams (B) and then third teams (C) if needed. If numbers and competitive balance allow, 7<sup>th</sup> and 8<sup>th</sup> grade teams will be split East and West. This will be determined by the Board.

All players grade 4-8 will go through an evaluation process. Evaluations will be conducted by the high school coaching staffs.

## **Section 9: Changes to Bylaws**

The bylaws may be amended only by a majority vote (50% plus one member) of the SPYBA Board in attendance at any general meeting or special meeting of the board called for that purpose.

## **Section 10: Misconduct by Board Members or Coaches**

Any volunteer (Board member, coach, assistant coach) that has charges brought against them or has been convicted of any criminal misconduct in any manner will be subject for review by the Board of Directors at a closed session meeting. The Board of Directors will determine the circumstances and consequences (if any) of this individual's continued participation in the Sun Prairie Youth Basketball Association. The Board of Directors decision on these matters is final.