

Tri-Community Youth Sports Association Constitution and By-Laws

Article 1 Offices

The principal office of The Tri-Community Youth Sports Association hereinafter referred to as the "Association," shall be located at the "set forth" in the Articles of Incorporation. The Association may have such other offices, either within or without the State of Incorporation, as the Charter Committee of the Board of Directors may determine from time to time.

Article 2

Section 1. Name

The name of this organization shall be "The Tri-Community Youth Sports Association" of Harrisburg, Dauphin County (referred to hereafter as The Tri-Community Youth Sports Association).

Section 2. Mission Statement

The Tri-Community Youth Sports Association, mission is to provide character development through sports education and recreational opportunities.

Section 3. Purpose Statement

The Tri-Community Youth Sports Association is formed for the following purposes:

- a) To supplement existing recreational facilities and provide opportunities of Central Dauphin and neighboring communities with special emphasis on youth football and other athletic and recreational activities so pursued by the charter committee of the Board of Directors of this Association.
- b) To provide and coordinate cheerleading opportunities so pursued by the charter committee of the Board of Directors of this Association.

The Tri-Community Youth Sports Association, is organized for charitable, educational, religious or scientific purposes within the meaning of Section 103.05 of the General Not-For-profit Corporation Act; organized and operated exclusively as an exempt organization under section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine.

Section 4. Board of Directors (Charter and Executive Committee)

This Association shall consist in part of the charter committee of the Board of directors, which are the original thirteen (13) members of this Association who worked to form the Tri-Community Youth Sports Association. These thirteen (13) members are henceforth-designated owners of this Association due to their financial contributions needed for the startup of this program. They will remain, permanently, members of the charter committee of the Board of Directors as long as they attend at least ½ half of the regular scheduled meetings of this Association per year and remain credible members of the Tri-Community Youth Sports Association.

a. Removal of a charter member from the charter committee and the Board of Directors may be by any of the following:

1. By failing to attend a minimum of ½ half of yearly constituted membership and board meetings. An exception to this requirement will be applied when members miss meetings due to their work or job assignments.
2. By resignation of one's self.
3. By failure to serve on at least one committee per Association calendar year.
4. By failure to indicate that the charter members is in accord with the proposed for which this Association was founded.
5. By pursuing illegal activities such as drug ingested or selling (purchasing) and alcohol use while coaching any youth team associated with Tri-Community Youth Sports Association.

b. Membership removal is accomplished by a 2/3rds vote of all existing charter committee members of the Board of Directors, after a formal hearing has been conducted to examine the charges against the member. Removal of any member of Tri-Community Youth Sports Association must also meet the above stated criteria.

c. The Executive Committee which will consist of five (5) elected members from the general and overall membership of the Tri-Community Youth Sports Association. These members will be elected yearly at the January regularly scheduled members meeting or may be appointed by the Director when a vacancy exists between the January meetings. The Executive Committee's purpose is to act in an advisory capacity to the charter committee, which will have final decision as to what items will be chosen to be brought before the charter committee of the Board of Directors for a final vote by the members of the charter committee. After the first year of operation of the Tri-Community Youth Sports Association, all members who have attended ½ half the regular meetings of this Association will be eligible to be voted in as a member of the Executive Committee consisting of five members.

Article 3

Section 5. General Membership

6. A general member of this Association shall be an adult, 18 years of age or older as determined by the charter committee of the Board of Directors, so long as such person indicates that he or she is in accord with the purpose for which this Association was founded.

a. The charter committee may, by a majority vote, deny membership to any prospective member.

b. The charter committee by a 2/3rds vote shall have the authority to suspend and/or expel any member of this Association whose conduct is considered detrimental to the best interests of this Association.

c. At the first general meeting in January of each year, the membership shall nominate and elect members in good standing to fill all seats on the executive committee of the board.

Article 4

Section 6. Attaining Charter Committee Membership

7. The Tri-Community Youth Sports Association's charter committee shall always be no more than thirteen (13) members. No amendment to this constitution and by-laws will be allowed to change the thirteen (13) member maximum to the charter committee's membership.

The charter committee may function with less than thirteen (13) members for an indefinite period of time. If it is decided to take on new members to the charter committee because of loss of original members, the remaining charter members will be empowered to select and appoint new members to the charter committee, by vote of the remaining charter members. Majority vote appoints. This charter committee may function with as few as five (5) members but must take on at least two (2) new members when this number is reached.

Article 5

Section 8. Meetings

The annual re-organizational meeting of the Tri-Community Youth Sports Association shall be held in January at its first meeting of the year. The purpose of the meeting shall be to:

- a. Hear reports of the officers of this Association.
- b. Elect directors to the executive committee for the ensuing year.
- c. Transact such other business as may properly come before the Board of Directors, consisting of the charter committee members and the executive committee members.
- d. Immediately following the re-organizational meeting, the charter committee will meet to select and elect officers of this Association by majority vote, from the current members of the charter committee.

8. The director shall call a minimum of ten (10) meetings of the Board of Directors per year. A quorum shall be a majority of the charter committee members at any duly constituted meeting of the Board of Directors. A majority vote of this quorum present shall govern. The executive committee shall make recommendations to the board, but only the charter committee will vote.

9. Additional meetings will be called by any member of the Board of Directors providing each member of the board receives at least three (3) days advance notice of said meeting, the reason for said meeting must be stated, and at least one member of the charter committee agrees to call and/or notify matters of this Association must be approved by a majority vote of the charter members of the Board of Directors only.

10. All financial matters of this Association must be approved by a majority vote of the charter members of the Board of Directors only.

Article 6

Section 9. Voting

11. At all meetings, all votes shall be by voice, except the voting for officers, coaches, and those instances as requested by any member of the Board of Directors. Ballots shall be provided for other than voice votes and there shall not appear on such ballot any marks or making that might tend to indicate the person who cast such ballot.

12. In all cases where a vote shall be by ballot, the chairman of such meeting shall immediately prior to the commencement of balloting, appoint a committee of two (2) who shall act as "inspectors of election" and who at the conclusion of such balloting, certify in writing to the chairman the results and the certified copy thereof shall be physically affixed to the official minutes book of that specific meeting. No inspector of election may be a candidate for office or any other duty of the Association at the specific election.

13. The membership secretary shall at all times keep a complete list of the members who are legally entitled to vote at the meetings, arranged in alphabetical order, with the address of each, which list shall be kept on file in the registered office of the Association and in the possession of the secretary and/or President and shall be subject to inspection by member of the Association at any time.

In order to be eligible to vote for the executive committee member of the Board of Directors, a member must be a member in good standing as of January 1st of the calendar year preceding the election, and must have attended at least 50% of the general membership meetings preceding the election, from January 1st of the preceding year up to the time of the election. The charter committee members of the Board of Directors may permit qualifications, other than the above, if extenuating circumstances exist.

Article 7

Section 10. Board of Directors

14. The business of this Association shall be managed by a majority vote of the charter thirteen (13) members of the Board of Directors.

15. Except, a 2/3rds vote of all charter members shall be required to remove any board member from his/her seat on either the charter committee or executive committee. The position(s) that cannot be removed, voted/otherwise replaced is the "Founder" of said Association and at the discretion of the "Founder" can remove/replace charter committee or executive committee along with any member of the Board of Directors as so authorized.

16. All matters concerning the policy of this Association shall be decided by a majority vote of the charter committee of the Board of Directors.

17. Vacancies in the executive committee of the Board of Directors shall be filled by a majority vote of the charter committee members of the Board of Directors for the balance of the year in which the vacancy occurs, thus appointed.

Article 8

Section 11. Officers

18. No director or officer or any member of his family or this Association shall receive any compensation for his/her service as a representative of this Association, except in cases where monies were loaned by the Association and then he/she may be reimbursed the exact amount that was advanced from the Association.

19. The officers of this Association shall hold office for one year and until their successors are elected and have qualified. Any officer elected or appointed by the charter committee may be removed by 2/3rds vote of the charter committee of the Board of Directors whenever, in its judgment, the best interest of this Association will be served thereby.

20. The Director shall:

- a. Call and preside at meetings of this Association and its Board of Directors.
- b. Appoint members of such temporary and standing committees as may be created by the Board of Directors.
- c. Represent the Association in contacts with government agencies or other organizations involving the affairs of this Association.
- d. Assure that the provisions of the Articles of Incorporation and the Constitution and By-Laws are adhered to at all time. No deviation will be allowed.
- e. Execute contracts as authorized by the charter committee.
- f. Attempt to gain the highest respect of the members of this Association for each other and for our Association with the general public.

22. The President shall:

- a. Assume such duties and accept such responsibilities in managing the affairs of the Association as the Director may from time to time assign.
- b. Assume the duties of the Director in his absence or disability.

c. Shall be the liaison with the high school, community, and parents of participants to ensure volunteers are present for the Association.

23. The Vice-President shall:

a. Keep order at all meetings of the Association and shall have authority to remove anyone who attempts to disrupt any meeting of the Association.

b. Serve as the chairman of the disciplinary committee that will be appointed by the Director and President of this Association.

c. Shall be directly responsible for organizing all funds raising projects.

d. Shall work with the treasure in reporting all funds transmitted into our treasury through fund raising activities, banquet receipts, registrations, and insurance monies transactions.

24. The Secretary shall:

a. Coordinate official correspondence on behalf of the Association.

b. Record minutes of each meeting of the general membership meetings as well as the Board of Directors meetings of the Association.

c. Prepare the minutes for a reading of the minutes at the next meeting of the Association.

d. Assume the duties of the Director, President and Vice-President in their absence or disability.

25. The Treasure shall:

a. Act as custodian of all Association funds, receiving and accounting for all incoming funds and expending Association funds only proper authorization.

b. Prepare and annual report of the financial status of the Association, prepare and file all necessary tax returns, and such other financial reports as the Director and Board of Directors may require.

c. Shall pay all football officials with checks from this Association.

d. Act as a committee of one for the purpose of executing Articles of Incorporation, applications for tax exempt status, documents of registration with the bureau of charitable organizations, and other such related documents as authorized by the charter committee. Also, the treasure may execute contracts as authorized by the charter committee as an alternate to the Director.

26. The Football Commissioner shall:

a. Help direct any item needing clarification concerning our football program.

b. Work with football conference or league that we are participating with in setting up schedules, playing fields, officials and seeing that we abide by all the league rules and Constitution and by-Laws.

c. Appoint all necessary workers, including cheer-leading coordinator, director of coaching, weigh masters, sideline crews, and anyone deemed to provide a successful football program.

d. Handle all necessary relations with the news media to promote this Association on the highest levels possible.

27. The Team Representative shall:

a. Two (2) in number. Appointed by Football Commissioner. Approved by the charter committee by 2/3rds votes.

b. Responsible for attending all league meetings (at least one (1) of the two) and if none of the two attends, they will all be responsible for paying any fines associated with our non-attendance.

c. Responsible for giving a report to the Football Commissioner after each league meeting before our next general meeting.

28. The Coaches shall be:

- a. Appointed or elected by the coaching committee on a majority vote.
- b. Selected in the first meeting in January after the prior season has ended.
- c. The selected Football Commissioner shall be designated the duty to ensure the Associations follows assigned football system of play.

The remaining members of the Board of Directors shall perform such Association duties as the Director may require.

Article 9

Section 9. Financial Policy

29. The charter committee of the Board of Directors shall decide all matters pertaining to the finances of this Association and it shall annually audit or cause to have audited by other than officers, the finances and checkbook of this Association.

- b. All financial decisions will be approved by majority vote of the charter committee.
- c. The charter committee shall have the power to: authorize contracts, incorporate the Association as a Non-profit entity, and conduct all actions as may be necessary for the beneficial operation of the Association.

30. The Association shall purchase insurance covering the Board of Directors and indemnify the Board from Liability. The Association shall purchase policies required by the Central Dauphin School District and may purchase other policies of insurance as required.

Article 10

Section 10. Contracts, Checks, Deposits and Funds

Section 1. Contracts

The Tri-Community Youth Sports Association Board of Directors may authorize any officer or officers, agents or agents of the Organization, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Organization, and such authority may be general or may be confined to specific instances.

Section 2. Checks, Drafts or Orders

All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Organization shall be signed by such officer or officers, agent or agents of the Organization and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, either the Treasurer or the President of the Organization may sign such instruments.

Section 3. Deposits

All funds of the Organization shall be deposited from time to time to the Credit of the Organization in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 4. Gifts

The Board of Directors may accept on behalf of the Organization any contribution, gift, bequest or devise for any purpose of the Organization.

**Article 11
Fiscal Year**

The fiscal year of the Organization shall be the calendar year.

**Article 12
Dissolution**

- (a) Upon the dissolution of the Organization, the Board of Directors shall, after the payment of all the liabilities of the Organization, dispose of all the assets of the Organization exclusively for the purposes of the Organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall qualify as an exempt corporation or organization under Section 501 (c)(3) of the Internal Revenue Code of 1986, as amended (or of the corresponding provisions of any future United States Revenue Law) as the Board of Directors shall determine.
- (b) No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to, its members, officers, directors, or any person except that the Organization shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments in the furtherance of the Organization. Notwithstanding any other provisions of the Articles of Incorporation or these Bylaws of the Organization, the Organization shall not carry on any activity not permitted to be carried on (a) by a corporation exempt from federal income tax, under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, (or by the corresponding section of any future Revenue Code of the United States of America) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended (or the corresponding section of any future United States revenue law).

The Board of Directors shall provide a corporate seal, which shall be set forth below.

**Article 13
Amendment of Bylaws**

These Bylaws may be altered, amended or repealed, and new Bylaws may be adopted by a two-thirds (2/3) majority vote of the Board of Directors at any regular or special meeting of the Board of Directors. At least fourteen (14) days written advance notice of said meeting should be given to each member of the Board of Directors.

Adopted by the full Board of Directors this 18 day of February, 2020


President


Secretary