

Constitution and Bylaws
THE GARDEN CITY YOUTH ATHLETIC ASSOCIATION

Revised November 2019

ARTICLE I – NAME

Section I The name of the organization will be THE GARDEN CITY YOUTH ATHLETIC ASSOCIATION (a.k.a. GCYAA).

ARTICLE II – OBJECTIVE/MISSION STATEMENT

Section I The objective of THE GARDEN CITY YOUTH ATHLETIC ASSOCIATION will be to implant firmly in the youth of the community, the ideals of good sportsmanship, honesty, courage, loyalty and reverence so that they may be finer, stronger and happier children and young adults who will grow to be good, **involved, active and healthy members of their community.**

Section II These objectives will be achieved by providing adult supervised competitive athletic events. The supervisors will bear in mind that the attainment of exceptional skill or winning of games is secondary and that the molding of future citizens is of prime importance.

ARTICLE III – GOVERNMENT

Section I The government of this organization will be vested in the Board of Directors. The Board will be comprised of the President, Vice- President, Secretary, Treasurer **and** Sports Commissioners-

Section II Sports Commissioners may appoint an assistant commissioner with the approval of the Board of Directors. The Assistant Sports Commissioners may offer proxy votes on behalf of the Sports Commissioners at Board of Directors meetings.

Section III All elected Board members will be bonded.

Section IV Sports Commissioners, Special Appointed members, and Parliamentarian will be appointed by the elected Officers **in January the year following the**

Presidential election for a two (2) year term. Appointments needing to be made at other times will be for the duration of the current term.

- Section V** Board of Directors, Commissioners and League Directors will constitute the chain of command.
- Section VI** All proceedings of this organization will be conducted and pursuant to Robert's Rules of Order (revised) except as many be otherwise specified herein.
- Section VI** Sports Commissioners will appoint League Directors and Travel Managers with approval of the Board of Directors.
- Section VIII** Said organization is organized exclusively for charitable, religious, education, and scientific purpose, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (C)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- Section IX** No part of the net earnings of the organization shall insure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause thereof. No substantial part of the activities of the organization shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of the document the organization shall not carry on any other provision of the document the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (C)(3) of the Internal Revenue Code, or (b) by an organization, contributions to which are deductible under section 170 (C)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- Section X** Upon the dissolution of the organization assets shall be distributed for one or more exempt purpose within the meaning of section 501 (C)(3) of the Internal Revenue Code, or correspond section of any federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose. Any such assets not disposed of shall be disposed of by the

Court of Common Pleas of the county in which the principle office of the organization is then located, exclusively for such purpose or such organization of organizations, as said Court shall determine, which are organized and operate exclusively for such purposes.

ARTICLE IV – DUTIES OF ELECTED OFFICERS

Section I The President will:

- A. Uphold these **Bylaws** and Constitution.
- B. Preside at all regular and special meetings.
- C. Be an ex-official member of all committees.
- D. Act as the representative of this organization at all organizational function subject to the provisions of these By- Laws and Constitution.
- E. Vote on all issues.

Section II The Vice-President will:

- A. Uphold these **Bylaws** and Constitution.
- B. Vote on all issues.
- C. Preside at all regular and special meetings in the absence of the President.
- D. Perform other duties that the President delegates.

Section III The Secretary will:

- A. Record the minutes of all regular and special meetings in a special book and furnish copies of the minutes to the Board of Directors and members.
- B. Attend to all correspondence for the President and the organization.
- C. Maintain a complete file of minutes, attendance records, correspondence, participation records, and current files on committee activities.
- D. The Secretary will maintain a list of members not in good standing as deemed by the Board of Directors and/or membership. The Membership Chairperson, if appointed, will also maintain the same list.

Section IV

The Treasurer will:

- A. Be a custodian of all monies belonging to the organization.
- B. Keep a complete record of all receipts and expenditures of monies.
- C. Make financial reports to the membership at each regular meeting of the Board.
- D. Pass on all monies and records that are the property of the organization to their successor.

ARTICLE V – DUTIES OF APPOINTED OFFICERS

Section I

The duties of the appointed officers will be designated by the elected officials.

Section II

The Past President shall advise the Board of Directors as to the commitments from the previous term, use their knowledge from the previous term in helping the current Board of Directors in making decisions, and at the Presidents discretion be designated Chairman of the Board. The Past President will have no vote.

Section III

At the President's discretion he or she shall appoint advisor's to the Board of Directors. The Advisors will have no vote.

ARTICLE VI – REMUNERATION OF OFFICERS

Section I

All officers will serve without pay.

Section II

Each member shall be limited to one vote regardless of how many positions you held.

No member will hold more than one elected or appointed office simultaneously **unless in the event of an Emergency situation.**

Section III

No two persons of the same family will serve on the elected Board simultaneously.

ARTICLE VII – AMENDMENTS

Section I

Notice of a proposed amendment to the Constitution and **Bylaws** shall be presented by the President at the regular meeting of the organization and will be submitted to a vote at the next regularly scheduled meeting.

Section II **A two-thirds vote of the members present and in good standing is required to amend the Constitution and Bylaws.**

ARTICLE VIII – ELECTIONS AND VACANCIES

Section I Elections will be held in even numbered years for President and Secretary. Elections will be held in odd numbered years for Vice President and Treasurer. These elected officials will constitute the officers of this organization and who will automatically become members of the Board of Directors.

Section II Newly elected Officers will be installed and assume office at the Installation meeting which will be held the following January. At the January meeting, records and permanent files will be turned over to the new officers.

Section III Officers will be elected for a term of two years.

Section IV In the event the office of President becomes vacant, the Vice-President will immediately assume the duties of the President. All other vacancies will be filled by a special election at the next regular meeting.

Section V At the September meeting prior to the elections, the current elected officers will appoint a Nominating Committee of three members, one of whom will be appointed chairperson.

Section VI Any member of the Nominating Committee will be eligible for nomination to any office upon resigning from the Committee.

Section VII At the election meeting, nominations for Officers will be open to the floor to members in good standing as confirmed by the Secretary and/or Membership Chairperson.

Section VIII The Association Officers will be nominated and elected in the order in which they are named in Article III Section 1 of the Constitution. Each office will be nominated and elected before the next succeeding office in nominated and elected.

- Section IX** The ballot will be a written ballot and a majority vote of the members present will be necessary to elect. Absentee ballots will be available to members eligible to vote in the election, one week prior to the election, and returned to the election committee chairperson 48 hours prior to the election. All absentee ballots will be sealed and signed.
- Section X** The Nominating Committee will tabulate the election results, report the winners, and make complete ballot results available for 30 days.
- Section XI** Only members in good standing who have attended at least three (3) membership meetings in the current election year will be eligible for nomination and to vote in the election.
- Section XII** In order to be eligible to run for the office of President, one must have served on the Board of Directors for at least one year prior to the election.

ARTICLE IX MEETING

- Section I** The Election Meeting of the organization will be held on the Third Tuesday in November of the election year.
- Section II** The regular General Membership Monthly Meeting of the organization will be held on the Third Tuesday of each month.
- Section III** Special meetings may be called by the President, or by 20% of the membership **in good standing with a minimum of 24hr**
- Section IV** At any regular meeting or special meeting of the organization, **eight members in good standing, 5 are Board members, will constitute a quorum.**
- Section V** Meetings of the Board of Directors will be held on the **third** Tuesday of each month at **6:00p.m, General Membership at 7:00-p.m.**
- Section VI** No less than 50% of the Board members will constitute a quorum at a Board Meeting. A simple majority of those members present is required to approve motions.
- Section VII** Only members in good standing will be entitled to vote (**Refer to; Article VIII, Section XI, Article XII, Section IV**).

Section VIII The monthly membership meeting for June, July and August may be postponed at the discretion of the President due to a lack of member attendance if brought before the Membership and approved at the May general membership meeting.

ARTICLE X – COMMITTEES

Section I All committees as deemed necessary will be appointed by the Board of Directors.

ARTICLE XI – COMMISSIONERS AND DIRECTORS

Section I **Commissioners will:**

- A. Be appointed by the Elected Officers.
- B. Select league Directors in the appointed sport.
- C. Be overseers of all activities of their appointed sport.
- D. Be responsible for scheduling all competitive games when not governed by an outside body.
- E. Present a projected budget showing income and expenditures for their respective sport.
- F. Report all fundraisers of any team under their direction to the Board of Directors.
- G. Obtain approval from the Board of Directors for all team coaches, manager and assistant coaches.

Section II **League Directors will:**

- A. Select managers for each team in their appointed sport to be approved by the Board of Directors.
- B. Have jurisdiction over all managers, coaches, and players in their leagues.
- C. No manager, coach, or assistant coach will be guaranteed a team regardless of how long they have been a member of the Association.

Section III **Managers, and/or Head Coaches will:**

- A. Be members of the G.C.Y.A.A.
- B. Have complete control over their coaches and players under the direction of the league director.
- C. Be responsible for all equipment and uniforms issued to them by the organization.

- D. Conduct themselves in a sportsmanlike manner and be responsible for the conduct of their coaches and players, parents and spectators.
- E. Abide by the rules of the Association.
- F. Select their Coaches to be approved by the Board of Directors.
- G. Misconduct of any manager, coach, assistant coach or player will be grounds to be removed from further participation in any practices or games until the Commissioner has contacted the President and the problem has been resolved.
- H. Any manager or coach that does not turn in equipment or uniforms will not be granted a team in any sport.
- I. **Travel Team** Managers are to turn in a financial statement with receipts to the Commissioner or Treasurer of the Association for the purposes of filing with the IRS.

Section IV

Assistant Coaches will:

- A. **Be members of the G.C.Y.A.A.**
- B. **Conduct themselves in a sportsmanlike manner and be responsible for the conduct of other coaches and players, parents and spectators.**
- C. **Abide by the rules of the Association.**
- D. **If a Head Coach is not present, Assistant Coach will assume all responsibilities of Section III.**
- E. **Misconduct of any manager, coach, assistant coach or player will be grounds to be removed from further participation in any practices or games until the Commissioner has contacted the President and the problem has been resolved.**

ARTICLE XII – MEMBERSHIP

Section I

Any person of good character who has reached their 18th birthday shall be eligible to become an active member as prescribed **herein the Bylaws upon receipt of the annual- dues.** However, they will not be eligible to run for an elected office or be eligible for any Board appointed position until their 21st birthday (**refer ARTICLE XII, Section II**)

Section II

Membership may be revoked for cause, on the recommendation of the Board of Directors or Membership. Reasons for revoking membership can be, but not limited to the following: publicly speaking against the Association, not abiding by the Constitution

and **Bylaws** of the Association, not abiding by the Constitution and **Bylaws** of the Association, or conduct unbecoming of any member of the Association. Reinstatement of suspended members must be approved by a 2/3 vote of the Board of Directors and recommended to the membership for approval.

Section III A person must be a member in good standing for one membership month before being eligible to vote or participate in the General Membership meeting (**refer to Article VIII, Section VI**).

Section IV The total amount of dues shall be computed from the membership meeting in January of the first year through the January membership meeting of the following year. All new members will receive a membership card and a copy of the By- Laws upon request.

Section V Lifetime membership may be bestowed upon any former or active member deemed worthy of such honor by a 2/3 vote of approval of the Board of Directors. Dues for lifetime members shall be waived.

ARTICLE XIII – PLAYERS

Section I Any youth of league age residing **in the city of Garden City or the surrounding communities** upon written application, and furnishing legal proof of age, shall be eligible to participate.

Section II Any youth not meeting the requirements set forth in Article XIII Section I of this Constitution may apply directly to the Board of Directors.

Section III All youths must abide by the rules governing players' conduct as set forth by the Board of Directors. Trophies and awards will comply with the Amateur standings.

ARTICLE XIV – LIABILITIES AND OBLIGATIONS

Section I No member, group of members, or non-members will conduct or incur obligations in the name of the Association nor will this Association be liable for any engagements or purchases except as authorized by the Board of Directors. Violation(s) will be cause for a member to be disallowed to manage, coach or assistant coach for 1 year. Any non-member violating this Section will be turned into the proper authorities.

ARTICLE XV – TRUSTEESHIP

Section I In case of the dissolvent of the organization, all properties will go into the Receivership of the City of Garden City Recreation Department, acting as agent for the City of Garden City, Michigan.

ARTICLE XVI – FUNDRAISERS

Section I All sports team fundraisers must be approved by the Commissioner, who must then submit a report to the Board of Directors.

Section II All funds are to be submitted to the treasury. A check will be issued for spending at the team’s discretion.

Section III No checks will be issued to any team unless that team has turned in the funds to cover that check.

Section IV All unused funds will be disbursed into the General Funds so that each sport may share in the Administrative expenses of the Association.

Section V A written report must be submitted by the team manager to the Association Treasurer for purposes of filing with the IRS.

Section VI Any sports team that does not abide by Article XVI will not receive funds for tournaments.