

**BYLAWS  
THREE RIVERS YOUTH  
FOOTBALL ASSOCIATION**

**ARTICLE I - NAME**

The name of the organization shall be Three Rivers Youth Football Association (hereinafter referred to as "TRYFA"). TRYFA shall be a non-profit organization.

**ARTICLE II - OBJECTIVE**

The objective of TRYFA shall be to firmly implant in the children of the community the ideals of good sportsmanship, fundamentals of the game, honesty, loyalty, courage and respect for authority so that they may be happier, stronger and well-adjusted people. The further objective of TRYFA shall be to adequately prepare our kids for participation in their sport at a higher level of play.

To achieve this objective, the TRYFA will provide a supervised program of competitive football games under the rules and policies of the TRYFA.

The program must strive to maintain such a level so that regardless of the financial and/or social background of the boys and girls participating, each child will be treated as equals whenever they are representing TRYFA.

**ARTICLE III - PARTICIPATION**

- A. Except as otherwise limited by any league or sport specific rules and, participation in sports activities sponsored by TRYFA shall be open to all boys and girls. This participation is further defined by the bylaws of the Three Rivers Athletic Association (TRAA) which sets participation boundaries as residents of the Three Rivers Local School District.
- B. The application for participation in sports activities sponsored by TRYFA (including a waiver holding TRYFA, its administrators, officers, coordinators, coaches, assistant coaches, sponsors, or other agents free of liability) shall be a voluntary action taken by the boy or girl and his/her parent(s) or guardian(s).
- C. Notwithstanding Section III.A. above, there shall be no expectation of "entitlement" for any boy or girl seeking participation in sports activities sponsored by TRYFA. TRYFA will make a good faith effort, subject to availability of coaches, teams, leagues, etc., to place all boys and girls on a team designated by the player's present grade level. Players may play up in grade level only at the discretion of the TRYFA Board of Directors. In the event a boy or girl is not placed on a team for the reasons identified in this Section, TRYFA shall refund the participation fee and TRYFA shall have no further responsibility to the boy or girl or his/her parent(s) or legal guardian(s).
- D. A participation fee shall be assessed each boy or girl per sport. This fee shall be due and payable on the day(s) of sign-ups for said sport. The fee assessed per boy or girl, per sport, per family,

will be determined annually by the TRYFA Board of Directors. The maximum fee per household, per year, shall be determined each year at the annual meeting. The Board of Directors may, at its discretion, waive payment of the participation fee for any boy or girl when warranted by special conditions. A late fee of shall be assessed for each application received after the final registration date. There shall be no obligation on the part of TRYFA to accept late applications. Refund of participation fees will be made only if approved by the TRYFA Board of Directors.

#### **ARTICLE IV - ORGANIZATION**

- A. TRYFA shall be governed by a Board of Directors, (hereinafter referred to as the "Board"), which shall be elected according to these Bylaws.
  
- B. The Board shall consist of: the President, Vice President, Secretary, Treasurer, Football Coordinator, Cheerleading Coordinator, Director of Football Coaching, Taylor High School Head Football Coach and Honorary Special Member(s). Voting Members of the Board shall be the President, Vice President, Secretary, Treasurer, Football Coordinator, Cheerleading Coordinator, Director of Football Coaching, Taylor High School head Football Coach, and Honorary Special Member(s). . All decisions by the Board will be based upon a majority yes/no vote by the voting Board Members that are present. Each voting Board Member shall have one vote, regardless of the number of positions held. T be eligible to run or be appointed for a Board position an applicant must have attended the five(5) meeting requirements as described in Article VIII. Section A.3.
  - a. In the event a Member of the Board is the subject of a vote, for example, the President is nominated for a head coaching position that Board Member must abstain from voting.
  - b. In the event of a tie, the highest ranking Officer in attendance is the tie breaker as long as that Officer is not the subject of the vote.
  
- C. The officers of TRYFA shall be: the President, Vice President, Secretary and Treasurer. The Officer ranking follows this order. Officers shall be elected to a two year term at the regular meeting held in December of each year. In odd years, the President and Secretary shall be elected and in even years, the Vice President and Treasurer shall be elected. A majority of yes/no votes of the members in attendance at the December meeting are required for election of each officer. Each officer shall have one vote, regardless of the number of positions held.
  - a. At least one Officer or designee must be present for at least one practice per week and at all games.
  - b. In the event of a tie, the highest ranking Officer in attendance is the tie breaker as long as that Officer is not the subject of the vote.
  
- D. The Board shall appoint all head coaches. The Board shall discipline and/or remove head coaches and assistant coaches if prudent and necessary. The Board is responsible for settling all disputes and complaints that are not handled to the satisfaction of the complainants at the head coach/team or Coordinator level.
  
- E. The President shall be a voting Member of the TRYFA Board. The President shall preside at all

meetings of TRYFA. The President shall exercise general supervision over the affairs of TRYFA, subject to the control of the Board. The President shall form committees as needed. The President shall set dates and times of TRYFA meetings. The President shall oversee all league activities in conjunction with the Football Coordinator. The President shall act as the Sports Director for Football and Cheerleading and report to the TRAA Board.

- F. The Vice President shall be a voting Member of the TRYFA Board. The Vice President shall oversee all committees. The Vice President shall report to the President. In the absence or disability of the President, the Vice President shall preside at all TRYFA meetings and carry on the duties of the President as prudent and necessary.
- G. The Secretary shall be a voting Member of the TRYFA Board. The Secretary shall keep the minutes of all TRYFA regular meetings, special meetings, and meetings of the Board. The Secretary shall coordinate and/or prepare all written communication with the coaches, parents and players of TRYFA. The Secretary shall perform such other duties as may from time to time be delegated by the Board.
- H. The Treasurer shall be a voting Member of the TRYFA Board. The Treasurer shall collect all funds of TRYFA and present them for deposit to the Three Rivers Athletic Association (TRAA) Treasurer. The TRYFA Treasurer shall prepare all financial reports for TRYFA noting all receipts and disbursements as a matter of public record at each TRYFA meeting. The TRYFA Treasurer shall coordinate with proper documentation all payments with the TRAA Treasurer as only the TRAA Treasurer has the authority to sign checks and disburse funds.
- I. The Football Coordinator shall be a voting Member of the TRYFA Board. The Football Coordinator is a Board position elected each year by a majority of yes/no votes of the voting members in attendance. The Football Coordinator shall oversee all activities relating to football for each team. The Football Coordinator shall represent TRYFA at all League meetings and be the TRYFA voting member. The Football Coordinator shall vote at all League meetings in accordance with the majority vote of the TRYFA Board. The Football Coordinator shall communicate all League updates including rules, schedules, participants, officials, etc. at each TRYFA meeting. The Football Coordinator shall voice all League concerns and recommendations of TRYFA at each League meeting. The Football Coordinator may be an active TRYFA head coach only at the discretion of the officers of TRYFA.
- J. The Cheerleading Coordinator shall be a voting Member of the TRYFA Board. The Cheerleading Coordinator is a Board position elected each year by a majority of yes/no votes of the voting members in attendance. The Cheerleading Coordinator shall oversee all activities relating to cheerleading for each team. The Cheerleading Coordinator may be an active TRYFA head coach only at the discretion of the officers of TRYFA.
- K. The Honorary Special Member(s) shall be a voting Member of the TRYFA Board. The Honorary Special Member(s) is a Board position appointed by a majority of yes/no votes of the voting members in attendance and once voted shall remain with that appointee until that individual chooses to retire. At any given time, there can be, but does not have to be, a maximum of three Honorary Special Members on the Board. The Honorary Special Member(s) is an individual who has a vested interest in the continued success of TRYFA, but no longer

wishes to take an active, daily role of responsibility. The Honorary Special Member(s), because of their inactive status, shall be an unbiased voice in all dispute resolutions. The Honorary Special Member(s) shall have the responsibility of assuring the integrity and high regard of TRYFA is continued in the community, school district and league's we participate in.

- L. The Director of Football Coaching shall be a voting Member of the TRYFA Board. The Director of Football Coaching shall NOT be an active TRYFA head coach, but may be an active TRYFA assistant coach, only at the discretion of the officers of TRYFA. The Director of Football Coaching is a Board position elected each year by a majority of yes/no votes of the voting members in attendance. The Directory of Football Coaching shall establish and oversee TRYFA "rules of coaching". These "rules of coaching" include and stress the teaching and reinforcement of common football fundamentals and terminology by all coaches to all players.
- M. The Taylor High School Head Football Coach shall be a voting Member of the TRYFA Board. The Taylor High School Head Football Coach is required to attend as many TRYFA meetings and events as his schedule allows. The Taylor High School Athletic Director will sit on the Board in the event that a Head Coach has not been appointed.
- N. Any and all TRYFA Board Members can have their position terminated through a two step process. The first step requires any Officer to call a special meeting of the Board and obtain a majority of yes/no votes of the members in attendance in favor of the termination. This special meeting requires the presence of all Board Members. The second step requires this same motion to be presented at a regular monthly meeting through a motion presented by an active Board Member and voted by a majority of the eligible Voting Members.
- O. In the event a TRYFA Board Member voluntarily resigns in mid-term, the remaining TRYFA Board will appoint an interim Board Member until that term is up for vote at the next annual meeting. The interim Board Member must be appointed no later than the second meeting after the voluntary resignation occurs. The voluntary resignation of an Honorary Special Board Member(s) position does not apply to the interim appointment rules. The Honorary Special Board Member(s) position shall be filled only upon the desire and application of an appropriate candidate and a majority of yes/no votes of the voting members in attendance.

#### **ARTICLE V - MEETINGS AND SPORTS SIGN-UPS**

- A. TRYFA shall hold regular monthly meetings on the 4<sup>th</sup> Thursday of the month January through October at 8:00. There shall be no regular monthly meeting in the month of November. In the event of a deviation from the regular monthly meeting time, if possible notification will be given at the regular monthly meeting prior and reinforced through other communication by the Secretary prior to the meeting date. The annual meeting to elect officers shall be held in December on a date and time determined by the President and communicated to the entire TRYFA.
- B. Any Member of the Board may convene special meetings at any time throughout the year. These meetings may be public or private (for Board Members only). The notice calling such a meeting shall state the purpose of the meeting. All special meetings must be attended by a majority number of the Board Members. These special meetings shall include four Board meetings

throughout the year at dates to be determined.

- C. Sign-ups for the various sports activities shall be conducted in March of each year, at a location and time to be announced by the Board.

### **ARTICLE VI - INSURANCE**

The Three Rivers Athletic Association shall provide and maintain in effect, adequate insurance, as determined by the Three Rivers Athletic Association, to cover liabilities of TRYFA, its administrators, officers, managers, coaches, assistant coaches, sponsors, or other agents.

### **ARTICLE VII - AMENDMENT OR REPEAL OF CODE OF CONDUCT OR BYLAWS**

The TRYFA Code of Conduct or Bylaws may be amended, repealed, or altered in whole or in part by a majority vote of all members present at a regular monthly meeting, provided the proposed amendment, repeal, or alteration has been properly moved and seconded and then read again and voted on at the next regular monthly meeting.

The TRYFA Code of Conduct and Bylaws will revisited, altered if deemed necessary and approved by a majority of yes/no votes of the voting members in attendance at the April meeting every year.

### **ARTICLE VIII - RULES AND REGULATIONS**

**NOTE:** As used in this Section VIII, the word "coach" shall also mean "manager".

#### **A. MEMBER PARTICIPATION AND VOTING MEMBERS**

1. All Head Coaches, Assistant Coaches, Team Moms, Squad Moms, parents and community members are encouraged and welcome to be active Members of TRYFA.
2. Active TRYFA Members attend regular monthly meetings and are active in the day to day operations and success of TRYFA.
3. Voting Members are Active Members who attend at least five (5) regular monthly meetings from January through October. Once the Active Member meets the five (5) meeting threshold they shall have the right to vote at all regular monthly meetings and at the December annual meeting. The Secretary records meeting attendance at all regular monthly meetings with a sign in sheet. Voting Member status, once established, is continued by attending at least five meetings in the past 12 months.
4. Voting will be cast on a private ballot and then the results will be read out loud in front fo the Membership.

#### **B. COACHES RULES**

1. Head Coaches shall be present at games and practices, a minimum of 80% of the time.

2. All Head Coaches shall attend a minimum of five TRYFA regular monthly meetings per year.
3. All Coaches are expected to familiarize themselves with the rules of their sport. Football Coaches must follow the guidance of the Director of Football Coaching.
4. All Coaches shall refrain from drinking alcoholic beverages while responsible for players and team.
5. There shall be no smoking on the field of play (practice or game) or anywhere on school grounds.
6. It is the responsibility of each coach to control their emotions and those of their assistant coaches and team to promote good sportsmanship.
7. It is the responsibility of the coach to remain with any player from his/her team until the player is picked up by the player's parent(s). Any coach who leaves a player prior to being picked up shall be subject to disciplinary action. If a coach transports all or part of his/her team, it is the coach's responsibility to return the player(s) to the pickup point and wait until the player(s) is picked up by a parent.
8. It is the responsibility of each coach to collect all uniforms and equipment and return them immediately to the Equipment Manager after the end of each season. If a coach fails to return the uniforms or equipment by the specified date and he/she does not have permission to keep the uniforms or equipment from the person(s) responsible for uniforms/equipment turn-in, the coach will be suspended from coaching any TRYFA sponsored sport for a period of one calendar year.
9. At the start of each season, coaches will be assigned a practice field for a certain day and time. It is the responsibility of each coach to use these fields at their designated time and to notify their players if they are unable to conduct practice.
10. Unsportsmanlike conduct, foul language, or abuse (physical or verbal), by any coach, of the officials or of a player will not be tolerated.
11. The coach shall not, under any circumstances, allow any player to practice or participate in a game without first obtaining the waiver required by Section III.B of the Bylaws.
12. All coaches shall sign a statement annually wherein the coach agrees to comply fully with the provisions of TRYFA Code of Conduct and Bylaws. This consent includes signed permission for the TRYFA Board to conduct a background check.
13. Strict compliance with TRYFA Code of Conduct and these Bylaws is mandatory for all coaches who wish to participate in TRYFA sponsored activities. Complaints against any coach must be submitted in writing or in person to the TRYFA Board by the complainant. The Board shall not consider or act upon anonymous or third party complaints. For violation of any provision or rule of TRYFA Code of Conduct or Bylaws, the Board may take whatever action deemed necessary, up to and including, permanent suspension from TRYFA.

