

CONSTITUTION

ARTICLE 1 NAME

SECTION 1-The name of this association shall be the FRANKLIN COUNTY SANDLOT FOOTBALL ASSOCIATION, INC., herein referred to as the "Association" (Assn.)

ARTICLE 2 OBJECTIVE OF THE ASSOCIATION

The objective of the Assn. shall be to implant firmly in the youth of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority so that they may be well adjusted, stronger and happier children and will grow to be decent, healthy and trustworthy adults.

Board of Directors, officers and members shall bear in mind that stressing exceptional athletic skills or winning of games is secondary and that type of leadership extended is of prime importance.

ARTICLE 3 BYLAWS

SECTION 1- The Assn. shall adopt bylaws provided that such bylaws do not conflict with Franklin County Parks & Recreation policies and guidelines.

SECTION 2-Association members shall be subject to these bylaws. Each member may obtain a copy of these bylaws from the Board of Directors or Secretary.

SECTION 3-The Association shall not be restricted on the basis of race, color, religion, creed, national origin, nor handicap, and free from any political affiliation.

SECTION 4-The bylaws shall cover, but are not limited to, the following topics:

- | | | |
|-------------------|-------------------------|------------------|
| (1) Sponsorship | (2) Age/weight brackets | (3) Registration |
| (4) Team rosters | (5) League restrictions | (6) Misconduct |
| (7) Playing rules | (8) Protest procedures | (9) Drafts |

ARTICLE 4 MEMBERSHIP

SECTION 1-Individuals shall be accepted as members of the Assn. upon recommendation of the Board of Directors.

SECTION 2-Any person interested in active participation to effect the objective of this Assn. may apply to become a member. The Secretary is responsible for maintaining membership rolls.

SECTION 3-No member shall have the authority to act on behalf of the Assn. or represent that he/she is authorized to act on behalf of the Assn. without written permission of the Assn.'s President and Secretary, or the Assn.'s Board of Directors. Said permission shall be obtained stating the nature and extent of said person's authority to act on behalf of the Assn.

ARTICLE 5 FISCAL YEAR

SECTION 1-Unless designated by a resolution approved by a majority of the members, the fiscal year of the Assn. shall run from January 1st of each year to December 31st.

SECTION 2-Financial reports and statements of the Assn.'s Treasurer shall cover the fiscal year and shall be submitted at the Annual Meeting of the Assn. for approval.

SECTION 3-It is important that the signature and resolution forms from financial institutions remain current. The Assn. should have the names of the President and Treasurer on all financial records.

ARTICLE 6 BUSINESS MEETING

SECTION 1-The Assn. may convene as often as may be desired, but shall meet at least once annually to maintain the Assn.'s Constitution and bylaws.

SECTION 2-The Annual Business Meeting shall be held in the month of February. The annual meeting of the regular members shall be held each year for the purpose of electing directors, appointing officers, receiving reports of funds and progress, and for the transaction of such other business as may come before the meeting.

SECTION 3-The Assn. shall determine the time and place of regular Assn. monthly meetings, unless cancelled or rescheduled by a majority of the Board of Directors.

SECTION 4-At each general or special Assn. meeting, each member that has attended at least three (3) of the last five (5) meeting of the corporation shall have one (1) vote on each issue put to vote before the membership, including the election of directors; otherwise, a member is not entitled to vote on any issue until such attendance requirement is met. Under no circumstances shall a proxy vote be allowed or accepted.

SECTION 5-Five members of the Board of Directors shall constitute a quorum.

SECTION 6-Robert's Rule of Order shall govern the proceedings of all meetings, except where it conflicts with the Constitution or bylaws of the Assn.

ARTICLE 7 BOARD OF DIRECTORS

SECTION 1- The Assn. shall be governed by a Board of Directors to be elected at the Annual Meeting. Each Board Member shall have a vote in an election in executive session. Officers shall be appointed by the Board of Directors and do not have a vote in an election in executive session, with the exception of the President and Vice President, who must be members of the Board of Directors to hold their office.

SECTION 2-The elected President shall be the Chairman of the Board of Directors. The duties of the Chairman shall include, but are not limited to: presiding over Assn. Board and general membership meetings, keeping meetings running in an orderly and timely fashion, calling special Board meetings at the request of a majority of Board members.

SECTION 3-The Board of Directors shall have the power to appoint such standing and special committees as it shall determine by the bylaws and to delegate such power to them as the Board shall deem advisable and which it may properly delegate.

SECTION 4-The Board may adopt such rules and regulations for the conduct of its meetings and the management of the league as it may deem proper.

SECTION 5-The Board shall have the power by a two-thirds vote of those present at any regular or special meeting to discipline, suspend or remove any director, officer, committee member or terminate the membership of any member when the conduct of such person is considered detrimental to the best interest of the Franklin County Sandlot Football Association, Inc. The member involved shall be notified by certified letter of the nature of the charges and given an opportunity to appear before the Board to answer such charges (includes attendance and certification violations for coaches).

****Discipline for misconduct (at all recreation programs) by players, coaches, spectators, or officials will be the sole responsibility of and shall be carried out by the Franklin County Parks & Recreation Department.****

The Board of Directors will deal with all discipline matters in executive session.

SECTION 6-The elected Board of Directors shall have a two-year term.

SECTION 7-The corporation shall have a Board of Directors of not less than five (5) nor more than fifteen (15)

SECTION 8-Any vacancy occurring on the Board of Directors shall be filled by the President of the Assn. The appointed shall then be voted on by the Board of Directors. A member appointed shall be for the unexpired term of his/her predecessor.

SECTION 9-The Board may remove any member of the Board or officer for attendance violations. Board of Directors and officers should consider their attendance mandatory. Should a director or officer miss two meetings in a row or not attend at least 75% of all meetings annually, the matter will be reviewed in executive session. At that time, a decision will be made as to whether or not official notice will be sent to that particular member.

SECTION 10-THE FOUNDING BOARD OF DIRECTORS:

The Board of Directors will also include the Founding Board of Directors as permanent members of the Board of Directors to act in an advisory capacity. They may attend all meetings (executive or general) but have no voting rights except in general membership meetings, if membership requirements are met. The following persons shall be the Founding Board of Directors after their active term on the Board of Directors ends: Tim Angle, Charles Bollings, Steve Brubaker, Jerrold Flora, Donnie Kelley, Mike Martin, Wes Naff, and Frank Nichols. If a member of the Founding Board of Directors is re-elected to the Board of Directors, all voting rights will be restored.

ARTICLE 8 OFFICERS

SECTION 1-Officers of the Assn. shall consist of a President, Vice President, Secretary, Treasurer, Football Coordinator, and Cheerleading Coordinator.

SECTION 2-The President presides at the league meetings and assumes full responsibility for the operation of the Assn. The President must see to it that league personnel are properly briefed in all phases of rules, regulations, and policies.

SECTION 3-The Vice President presides in the absence of the President, works with other officers and committee members, is ex-officio member of all committees and carries out such duties and assignments as may be delegated by the President.

SECTION 4-The Secretary maintains a register of members and directors, records the minutes of meetings, is responsible for sending out notice of meetings, maintaining a record of league's activities, handling all league correspondence, maintaining and updating the Constitution/bylaws, corporate documents, and any other Assn. documents.

SECTION 5-The Treasurer signs checks dispenses league funds as approved by the Board of Directors, reports on the status of league funds, keeps local league books and financial records, prepares budget and assumes the responsibility of all local league finances.

SECTION 6-The Football Coordinator conducts annual tryouts and is in charge of player selection, assists the other officers in checking birth records and eligibility of players, and generally supervises and coordinates the transfer of players.

SECTION 7-The Cheerleading Coordinator represents the interest of the cheerleaders and shall be responsible for conducting the affairs of the cheerleader division of the Assn. in compliance with the policies established by the Board of Directors. The Cheerleading Coordinator is responsible for coordinating all cheerleading activities, communicating with the Assn.'s Board of Directors regarding matters pertaining to the cheerleader division, and seeking the Board's approval on major initiatives. The Cheerleading Coordinator shall perform all duties assigned to him/her by the President.

SECTION 8-The elected officers shall have a one-year term.

ARTICLE 9 ELECTIONS

SECTION 1-To qualify for nomination as a candidate for President or Vice President, the nominee must have attended 75% of the previous year's meetings and be on the Board of Directors.

SECTION 2-Nominations from the floor shall be accepted after the Board of Directors has presented its slate. To be nominated from the floor, the member must be qualified for election and be present when nominated so as to acquiesce to the nomination.

ARTICLE 10 OBLIGATIONS

SECTION 1-The President has many responsibilities in the administration of the league. Each President is elected by, and is accountable to, the Board of Directors. Duties of a President are described within the limits of the league Constitution which should give each President wide latitude in overseeing the affairs of all elements of the league.

SECTION 2-As the chief administrator, the President selects and appoints coordinators and committees. All appointments are subject to the approval of the league's Board of Directors. They are responsible to the President for the conduct of league affairs both on and off the field.

SECTION 3-No indebtedness shall be incurred on behalf of the Assn. by any officer, director, or member without the express written consent of the Board of Directors.

ARTICLE 11 REGISTRATION

SECTION 1-Annually, the local league's Football Coordinator will announce the date and the place where league representatives will receive registration applications. The local league will provide ample opportunity for parents and children to register.

SECTION 2-Such notice may be conveyed through the newspaper, radio, television, and other public agencies.

SECTION 3-School personnel may be given application forms.

SECTION 4-Every girl and boy who lives within the league's registered boundaries or attends a Franklin County School has the right to register.

SECTION 5-On the dates announced for registration, the Football Coordinator and other authorized local league representatives shall be prepared to receive a completed form signed by the parents or guardian. Proof of age documents (birth certificate) must accompany the registration form. Before considering the application, the Player Agent must determine that the candidate:

- 1) lives within the league's registered boundaries
- 2) is of league age

ARTICLE 12 AMENDMENTS

SECTION 1-The power to alter, amend, repeal or adopt new bylaws shall be vested in the Board of Directors. Such actions may be taken at a regular or special meeting.

ARTICLE 13 COACHES

SECTION 1-HEAD COACHES:

Anyone interested in becoming a football head coach should notify the President of the Assn. in writing of such intent by the Assn.'s April meeting. Only teams from the previous year will be voted on in April. Head coaching positions for expansion teams will be advertised at the Assn.'s next meeting after sign-ups are completed. Persons interested in an expansion team head coaching position should submit their intent to the President in writing before the next monthly meeting.

The Board of Directors will vote by ballot on the candidates for each team. If there is only one candidate for a team, the candidate must still have a majority vote. The Board of Directors will vote on head coaches in executive session.

SECTION 2-Anyone interested in becoming a cheerleading head coach should notify the Cheerleading Coordinator of the Assn. in writing of such intent by the April meeting. Only teams from the previous year will be voted on in April. Head coaching positions for expansion teams will be advertised at the Assn.'s next meeting after sign-ups are completed. Persons interested in an expansion team head coaching position should submit their intent to the Cheerleading Coordinator in writing before the next monthly meeting.

The Board of Directors will vote by ballot on the candidates for each team. If there is only one candidate for a team, the candidate must still have a majority vote. The Board of Directors will vote on head coaches in executive session.

SECTION 3-The Board of Directors has the final decision in head coach selection. No head coach from the previous year is guaranteed a coaching spot. All head-coaching positions from previous teams will be voted on at the April meeting during executive session. The President/Cheerleading Coordinator will notify coaches within 48 hours of the Board meeting.

SECTION 4-The Board of Directors will appoint a new head coach if a head coach resigns or is terminated. An assistant coach will be considered, but is not guaranteed the position.

SECTION 5-A head coach must be:

- a. at least 21 years of age
- b. have approval of the Board of Directors
- c. make a full-time commitment
- d. attend NYSCA clinics and provide a copy of the membership card to the Assn. (the Assn. will pay the required fee for the first year) He/she must also sign the Coaches' Code of Ethics
- e. must assist with football and cheerleading registration
- f. must assist with equipment issuance and return
- g. must assist in fund-raising activities
- h. must follow the guidelines of the Assn.'s Constitution
- i. must follow Roanoke County's Rules and Regulations
- j. must be in good standing with the Franklin County Parks & Recreation Department
- k. must be a member of the Assn. and meet the attendance guidelines in the Constitution

- l. must assist with set-up and clean-up requirements on game days throughout the football season
- m. must provide water or drink during games and practices for their team
- n. should not administer medication
- o. will line up participants at the 50-yard line after each game to shake hands with the opposing team to demonstrate good sportsmanship.

SECTION 6-ASSISTANT COACHES:

Assistant coaches must be registered with the Assn. by the head coaches. Head coaches will select whomever they desire for an assistant coach, but all coaches must be cleared by the Assn. and by the Franklin County Parks & Recreation. Assistant coaches will have to go through the same certification as head coaches (NYSCA) (the Assn. will pay the required fee for the first year). Players will not be transferred between teams to accommodate an assistant coach. NOTE: A team may not have more than four assistant coaches. Only coaches, assistant coaches, and others deemed necessary at the discretion of the head coach shall be allowed on the playing facility (sideline) during games.

SECTION 7-ATTENDANCE:

Assn. meetings are held once a month throughout the year. Information that a coach needs to run an organized team are covered in these meetings, along with important topics such as playoffs, fund raising, game changes, and many other areas. Since many topics are covered in these meetings, it will be mandatory that head coaches attend these meetings. If a head coach misses more than two meetings in a season (July-November), his or her coaching status for future seasons will be reviewed in executive session.

ARTICLE 14 FINANCIAL AND ACCOUNTING

SECTION 1-The Board of Directors shall decide all matters pertaining to the finances of the Assn. and it shall place all income including auxiliary funds in a common league treasury directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

SECTION 2-The Board shall not permit the contribution of funds or property to individual teams, but shall solicit for the common treasurer of the Assn. thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Assn.

SECTION 3-The Board shall not permit solicitation of funds in the name of Franklin County Sandlot Football unless all the funds so raised be placed in the Assn.'s treasury.

SECTION 4-The Board shall not permit the disbursement of Assn. funds for other than to conduct Assn. activities in accordance with the rules and policies of Franklin County Parks & Recreation.

SECTION 5-No director, officer, or member of the Assn. shall receive, directly or indirectly, any salary, compensation or emolument from the Assn. for services rendered as director, officer, or member.

SECTION 6-All monies received, including auxiliary funds, shall be deposited to the credit of the Assn. in the bank.

SECTION 7-Distribution of property upon dissolution. Upon dissolution of the Assn. and after all outstanding debts and claims have been satisfied, the members shall direct the remaining property of the Assn. to the County of Franklin entitled to exemption under Section 501(c)(3) of the Internal Revenue Code or any future corresponding provision.

ARTICLE 15

BOUNDARY LINE POLICY

SECTION 1-The following school districts will be considered the EAST boundary:

Glade Hill
Lee M Waid
Sontag
Snow Creek
Rocky Mount

The following school districts will be considered the WEST boundary:

Boones Mill
Callaway
Dudley
Ferrum
Windy Gap

All players must stay within their school district boundary lines.

EXCEPTIONS:

- if a child is living in one boundary and played in another boundary the previous year, that child may stay in that boundary or have the option of changing to the correct boundary
 - if the child switches to the correct boundary, he/she must remain there until he/she ages out of the program or has a change in residency
 - if the child chooses not to switch to the correct boundary, he/she must remain in that boundary until he/she ages out of the program, unless he/she skips a year of play
 - if he/she skips a year of play, he/she must go back into the correct school district boundary
- the Assn. has the right to move school district boundaries as deemed necessary in order to keep teams even in numbers. In these cases, the child has the rights previously mentioned
- if a child signs up late, he/she can be placed in the boundary deemed necessary by the Assn. to keep the numbers even between teams
- coaches cannot solicit players out of their boundary lines.
- boundary (EAST or WEST) must be determined for each team in each division, even if there is only one team in that division

ARTICLE 16

ADOPTION AND RATIFICATION

This Constitution of the Franklin County Sandlot Football Association, Inc., consisting of Articles 1 through 16, is hereby adopted and ratified and are made part of the permanent corporate record of the Franklin County Sandlot Football Association, Inc.

Signed this _____ day of _____, 20____.

President

Board Member

Vice President

Board Member

Secretary

Board Member

Treasurer

Player Agent

Cheerleading Coordinator

Board Member

Board Member

Board Member

Board Member