BYLAWS

of the

BALDWIN-WHITEHALL YOUTH FOOTBALL ASSN.

BWYFA

Amended 12/19/00 (Art.Xlli added; Pa. requirement).

Updated 11/15/04 (Art. Vl,Sec. 1 & Art. Viii Sec. 1) to reflect current practices.

Updated 3/6/06 (Art.V, Sec.6) Change terminology: “Moderators to ‘Coaches

Amended 2-3-10 — Added Sec.3 to Art.Vl re. ‘making weight” deadline.

Amended ***3/23/2015***- Article V, section 1E, 2D, Article VI- section 1, Article VII- section 1, 2, and 3, ArticleVIII- section 1, Article IX- #6, Article XII- Additional Committees.

***ARTICLE I -NAME***

This organization shall be known as BALDWIN-WHITEHALL YOUTH FOOTBALL ASSOCIATION, of Allegheny County, Pennsylvania, hereinafter referred to as BWYFA. BWYFA is a non-profit corporation, incorporated under the Non-Profit Corporation Law of the Commonwealth of Pennsylvania, approved the 5th day of May, AD. 1933, Public

Law 289 as amended. BWYFA’s Articles of Incorporation are registered as 3-1-72.16-161 of the Commonwealth of Pennsylvania, Department of State, Corporation Bureau.

***ARTICLE II – OBJECTIVES***

BWYFA seeks to implant in the youth of the community ideals of good sportsmanship, honesty, loyalty, courage, reverence, and the basic fundamentals of football so that they may be finer, stronger, and happier youth who will grow to be good, clean , healthy adults. This objective will be reached by providing supervised competitive athletic games. The

supervisors shall bear in mind at all times that the molding of future citizens is of prime importance.

***ARTICAL III- MEMBERSHIP***

Section 1. (A) Any participating adult, and any parent or guardian of a registered

participant, shall be considered a member of BWYFA.

(B) Any child meeting the requirements as to age and weight as set

forth in Article VI of these By-Laws shall be eligible to participate in

BWYFAs activities.

Section 2. BWYFAs Officers, by affirmative vote of a majority of said Officers, may

suspend or expel a member or youth participant, with the exception of any

suspension or expulsion based on race, creed or color.

***ARTICLE IV - GOVERNING BODY***

Section 1. BWYFAs affairs shall be managed by its Officers. All matters of policy, as

described herein, concerning BWYFA shall be decided by a majority vote of

the Officers.

Section 2. The Officers of BWYFA shall be: President, Vice-President, Secretary,

Treasurer, and Cheerleading Coordinator.

Section 3. Officers shall be elected in accordance with Article Xl of these By-Laws and

shall hold office until their successors have been duly elected.

***ARTICLE V — DUTIES OF THE OFFICERS***

Section 1. The OFFICERS shall in general supervise and control all of the business and

affairs of BWYFA. By majority vote, they

(A) shall have the authority to deny participation, suspend, discharge, or

otherwise discipline a member, coach, or player whose conduct or

physical condition is considered detrimental to the best interests of the

individual or BWYFA.

(B) shall select Head Coaches at least 21 years of age for each football

team. Every attempt should be made to select the best-qualified

coaches, and Head Coaches from the previous season should be

given preference.

ARTICLE V — DUTIES OF THE OFFICERS Continued

(C) shall authorize all expenditures of BWYFA.

(D) shall obtain and produce an Audit at the meeting in May of each

calendar year.

(E) shall enforce all rules and regulations of BWYFA and of any other

governing body, such as the Parkway Youth Football League

(hereinafter referred to as PYFL).

Section 2. The PRESIDENT:

(A) shall preside at all BWYFA meetings.

(B) shall appoint the Chairmen of all Standing and Special Committees

as established per Article XII of these By-Laws.

(C) may sign, with the Secretary or any other proper BWYFA Officer,

any deeds, mortgages, bonds, contracts, or other instruments

which the Officers authorize to be executed.

(D) shall appoint a Commissioner and/or two representatives to the

Parkway Youth Football League (PYFL), one of whom may

be himself.

(E) or his designee may call for and conduct special meetings before

and during the season with the coaches to explain problems and

procedures, air complaints if necessary, etc.

(F) or his designee shall have the right to approve or disapprove any

player trades or placement of a player in a division other than the

one to which he is qualified.

(G) or his designee shall coordinate and preside over the assignment of

football players to rosters.

Section 3. The VICE-PRESIDENT:

(A) shall assume Presidential duties in the absence of the President.

(B) shall be an ex-officio member of all Standing and Special Committees

established under Article XII of these By-Laws.

Section 4. The SECRETARY

1. shall handle general correspondence of BWYFA and record the minutes of all BWYFA

meetings. He/She shall also be the custodian of BWYFA records and of the corporate seal of BWYFA, and see that the corporate seal of BWYFA is affixed to all documents, the execution of which on behalf of BWYFA under its seal is duly authorized in accordance with the provisions of these By-Laws.

Section 5. The TREASURER:

(A) shall receive all monies of BWYFA and issue receipts in duplicate (original to payor, duplicate for the file).

(B) shall deposit BWYFA funds in BWYFA’s bank account.

(C) shall pay all bills as approved by the Officers. Checks in payment

of such bills shall be issued and signed by the Treasurer and/or the President.

(D) shall keep a cumulative record of all BWYFA receipts and disbursements.

(E) shall, if required by the Officers, be bonded in the amount of not less than $5,000.

Section 6. The CHEERLEADING COORDINATOR:

(A) shall recruit and assign Head Cheerleading Coaches at least 21 years of age within the respective divisions. Head Coaches from the previous season should be given preference. Assistant Coaches must

be at least 18 years of age.

ARTICLE V — DUTIES OF THE OFFICERS Continued

(B) shall coordinate and preside over the assignment of cheerleaders to rosters.

(C) may call for and conduct special meetings before and during the season with coaches to explain problems and procedures, air complaints if necessary, etc.

***ARTICLE VI .- ELIGIBILITY***

Section 1. Except as otherwise approved by the Officers, the age and weight grouping of

various divisions shall be as follows:

Age 7 & under - . . . . Age divisions & weight limits shall be as defined

Age 8/9 by the participating league [currently

Age 10/11 Parkway Youth Football League (PYFL).

Section 2. Any child meeting the requirements as to age and weight as set forth herein,

and upon payment of the stipulated registration fees, shall be eligible to

participant in the activities of BWYFA.

Section 3. Any player who exceeds the weight limit for his age group as of August 15th,

must move up to the appropriate age group for his weight. He may also lose, also

by August 15,the weight necessary to make him eligible to play in his own age

group, but there are weigh-ins on EVERY game day, and, if he exceeds the

weight limit, he is not permitted to play. After August 15, no movement to another

age group is permitted. (added 2-2010)

***ARTICLE VII - PLAYING RULES***

Section 1. BWYFAs playing rules shall be consistent with those established by

PYFL or other participating conference.

Section 2. Any changes to the playing rules or PYFL By-Laws must be approved by the

PYFL according to its procedures for so doing.

Section 3. The playing rules or PYFL By-Laws shall be printed by PYFL and distributed by

the Commissioner to BWYFA’s Officers and Coaches.

***ARTICLE VIII – MEETINGS***

Section 1. Regular meetings of the Association shall be held on the second Thursday of each

month, except in the months of December and January, or at such other time as

may be designated by the President.

Section 2. Special meetings may be called by the President, or upon the request

of any three Officers, or upon request of a majority of the membership, as the

interests of BWYFA may require.

Section 3. Unless otherwise specifically provided herein, the most recent revision of Roberts’

Rules of Order shall govern the proceedings of all meetings.

— BWYFA By-Laws, page 4—

***ARTICLE IX - ORDER OF BUSINESS***

At all meetings of BWYFA, the order of business shall be as follows:

1. Call to order; pledge of allegiance to the flag (optional).

2. Reading of the Minutes of the previous meeting/s.

3. Communications and correspondence.

4. Report of the Treasurer.

5. Report of the Cheerleading Coordinator.

6. Report on decisions and matters under consideration by PYFL

or other participating/governing organization.

7. Reports of Standing and Special Committees.

8. Unfinished business.

9. New business and good of BWYFA.

***ARTICLE X --AMENDMENT OF BY-LAWS***

BWYFAs By-Laws may be amended by a 90% vote of the membership present and

voting at any annual or special meeting.

***ARTICLE Xl -- ANNUAL MEETING/NOMINATION & ELECTION OF OFFICERS***

Section 1. Nominations for Officer for the upcoming year shall be held during the regular

BWYFA October meeting of each year.

Section 2. To be eligible to vote for Officers, a member must have attended at least

three regular meetings since but not including the previous November’s

meeting and may vote at the fourth meeting attended.

Section 3. The annual meeting of the membership and the election of officers shall be held at the regular November meeting. Officers shall be elected by a majority vote of the qualified (per Section 2) membership present and voting, and in the following order: President, Vice-President, Secretary, Treasurer, and Cheerleading Coordinator.

Section 4. Nominations shall be reopened the night of election, and unsuccessful

nominees for one office may be nominated for any other office.

Section 5. The Secretary shall be responsible for notification of the membership of the

date, time, and place of nomination and election meetings.

Section 6. About vacancies in any office:

(A) If a vacancy occurs in any office other than the President, the

President shall appoint a replacement to serve until the next

election meeting.

(B) If a vacancy occurs in the Presidency, the Vice-President will be

come President and shall appoint a new Vice-President to serve

until the next election meeting.

***ARTICLE XII – COMMITTEES***

Section 1. Standing and Special Committees and their function will be established annually

as deemed necessary or advisable by a majority of BWYFA’s Officers.

Examples of appropriate Committees might be (but are not limited to) those

outlined on page 5 of these By-Laws.

Section 2. Committee Chairmen will be appointed by the President. Committee

Chairmen will select their respective Committee members.

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\*\*Examples of appropriate Committees might be (but are not limited to)

1. Publicity - to publicize events, affairs, etc. of BWYFA. Its function would be

public relations - to present a dynamic and positive image of BWYFA to the

community. Photographs and newsworthy items would be furnished by this

Committee to the various news media which serve the community.

2. Finance - to advise on fiscal policy, to make recommendations on major

purchases, to review all fund-raising programs or activities, and to audit

BWYFA’s books [as called for in Article V, Section 1(D) of the By-Laws]

following the close of the playing season and prior to the January meeting

so that BWYFA’s net worth will be known to the outgoing and incoming

Officers and to the general membership.

3. Equipment - to review the equipment needs of BWYFA and recommend

appropriate equipment acquisitions. This Committee would also make provisions

for out-of-season storage of uniforms and equipment, subject to the approval

of a majority of the Officers.

4. Facilities - to obtain necessary permits for fields and/or other facilities to be used

by BWYFA. Its function would include inspection of the facilities, seeing that fields

are in playable condition throughout the playing season, and making

recommendations concerning improvements. This Committee would also stand

ready to assist in arranging practice and playing schedules.

5. Purchasing - to research sources and make recommendations on all purchases of

goods and services by BWYFA. Its function would include reviewing all purchase

recommendations of other Committees.

6. Director of Fundraising- Will raise funds for league equipment, gifts, special activities, etc.

7. Safety Coordinator- Will attend PYFL meetings on safety for all football players and will properly train all coaches on the importance of player safety on a yearly basis.

8. Director of Concessions- Will manage all facets of game day concessions, including purchasing of food, monitoring volunteers, and managing money made by concessions for the day.

9. Director of Webpage- Will maintain the league website to ensure proper communication to all membership and will facilitate with registration.

10. Director of Coaches- Will monitor coaches, including clearances, behaviors, and will coordinate at what level each person will coach.

***ARTICLE XIII - DISSOLUTION/SALE of BWYFA***

In the event of the sale or dissolution of BWYFA, none of the surplus funds shall be

used for private inurnment to any person.