

# Conrad Weiser Youth Basketball Club

## By Laws

### Article I NAME

The name of this organization shall be the Conrad Weiser Youth Basketball Club. (CWYBC)

### Article II Purpose

The purpose of this organization shall be to promote, foster and perpetuate the sport of basketball. For accomplishment of this purpose, this organization shall possess and exercise supreme governmental control and representation of the sport.

### Article III Affiliation

The club is affiliated with the Berks County Youth Basketball League (BCYBL) and the Conrad Weiser Middle School and High School Basketball Teams.

### Article IV Order of Business

The order of business at all regular meetings shall be as follows:

1. Roll Call
2. Minutes of Previous Meeting
3. Financial Report
4. Committee Reports
5. Unfinished Business
6. New Business
7. Good of the Order
8. Adjournment

### Article V Registration

- A. Season Year: The Seasonal Year shall be from Nov 1st to March 10th.
- B. Registration will begin at least 2 months prior to the start of each season.
- C. Registration forms must be presented to the club president along with payment by the first practice.

### Article VI Players

- A. Youth Basketball Players: A youth player is as young as in Kindergarten and as old as 6th grade of the current season.
- B. Youth Basketball Divisions:
  - a. Kindergarten
  - b. First - Second Grades
  - c. Third - Fourth Grades
  - d. Fifth - Sixth Grades
- C. Eligibility: Players are eligible to play in games with other participating teams.

## **Article VII Membership and Voting**

### **A. Membership**

- a. A member is a parent/guardian of an active and registered youth basketball player or an active member who is resident of the Conrad Weiser Area School District.
- b. Membership shall not be restricted by virtue of race, color, creed, religion, national origin, sex, or ethnic group.
- c. Each and every member who is accepted for membership in the Conrad Weiser Youth Basketball Club thereby agrees to accept, support and adhere to the purpose and regulatory authority of the club and its constitution and by-laws, rules and procedures.

### **B. Removal**

A member may be removed from membership for good reason subject to the approval by a minimum of three-fourths ballot vote of the Executive Board.

### **C. Voting**

- a. Each elected officer will be permitted one vote.
- b. Each member shall be permitted one vote.
- c. A "voting member" will be allowed only one vote when in attendance and voting at the time an issue is under consideration. "Voting member" must have attended 3 of the last 12 meetings.

## **Article VIII Officers and Executive Board**

### **A. Officers**

- a. The officers of the CWYBC, composed of the Executive Board, shall consist of the following individuals: President, Vice President, Secretary, Treasurer and Member at Large.
- b. All officers shall serve a two-year term. Officers may be re-elected at the end of their term.
- c. In the event that a current board member cannot fulfill his/her two-year term, they may resign from their current board position. In the event of a resignation, the remaining board members will assign a new officer to the vacant position. This person will fulfill the remainder of the two-year term and may be re-elected during the next election.

### **B. Duties**

Two persons of the Executive Board will attend appropriate CWCA and BCYBL meetings and report back to the Executive Board.

**President** - The president shall preside at all meetings of the CWYBC and appoint all committees. The President shall develop an agenda of items to be covered at each meeting. The President will be one of the representatives to the Conrad Weiser

Community Association (CWCA). The President shall be the keeper of all coaches' files and cosigner on the Club bank account.

**Vice President** - The Vice President shall assist the President in such a manner as the President may determine. In the absence of the President, he/she shall preside at all meetings. The Vice President should be aware of all actions being considered by the President in the event that he/she would have to assume the duties of the President.

**Secretary** - The Secretary shall be responsible for recording the minutes of the monthly meetings, office procedures, correspondence, records and issue all authorized notices to members. In the absence of the President and Vice President, the Secretary shall conduct the meeting.

**Treasurer** - To account for all expenditures and to deposit all income of the club in approved accounts. To establish and maintain financial records and books, to pay all authorized obligations/bills of the Club, present the financial report to all CWCA, CWYBC and executive board meetings. To sign all financial documents and checks and to serve as the Club's purchasing agent and to develop a club budget. To prepare any necessary tax information as needed for audit. The treasurer must also produce the bank statement each month to the Executive Board at each of the meetings.

#### **Article IX Meetings**

Club meetings should be conducted monthly. These meetings should be conducted at a location and time determined by the Executive Board.

#### **Article X Financial Administration**

- A. The financial affairs of the club shall be administered by the Treasurer.
- B. The Club fiscal year shall be December 1st through November 30th of the following year.
- C. An annual audit coinciding with the fiscal year shall be conducted of the Club's books and presented to the Executive Board and general membership.
- D. A financial report shall be made by the Treasurer at all club meetings.
- E. All expenditures will be supported by a bill, invoice or other document signed by the fundraising Chair, officer or agent authorized to make such expenditures.
- F. No part of the income or assets of the CWYBC shall be used to the benefit of any private individual or club member.

#### **Article XI Dissolution of the CWYBC**

- A. Dissolution: The Club shall be dissolved in the event it shall cease to carry out the purposes herein set forth upon the unanimous vote of the Executive Board and membership.
- B. Disposition of Assets: In the event of the dissolution, all of the property and assets of the league will be distributed to a similar nonprofit charitable organization, or may be selected by the Executive Board so that the property of the club go to or be distributed to any individual member(s) either for the reimbursement of any sums subscribed, donated, or contributed, or for the services of or any other such purpose.

## **Article XII Amendments to the Constitution of By-Laws**

- A. Proposing of Amendments - any qualified voting member may propose amendments at any time. Proposed amendments must be submitted in writing to the Club President who shall present such proposals to the Executive Board.
- B. Adoption of Amendments
  - a. A majority vote of the Executive Board present and voting shall be required in order to indicate board approval of a proposed amendment.
  - b. Upon approval of the Executive Board proposed amendments shall be presented to the subsequent Club members for a first reading. Proposed amendments shall be read for a second time and voted upon at the next Club meeting subsequent to the first meeting.
  - c. A two-thirds vote of the membership in attendance shall be required to adopt any amendment(s).
- C. Effective Date of Amendments - Amendments shall be part of the Constitution of By-Laws immediately upon their adoption by the voting member unless otherwise stipulated in the adopted amendment(s).