

WESTLAKE YOUTH FOOTBALL LEAGUE DISTRICT BYLAWS

1. DEFINITIONS AND PURPOSE

- 1.0.0 The name of the organization is Westlake Youth Football League(WYFL)
- 1.0.1 The WYFL is a member of the Utah County Football Conference(UCFC)
- 1.0.2 As a member of the UCFC, the bylaws set forth in this document are intended to fully abide by and are subordinate to the UCFC bylaws.
- 1.0.3 The terms “President,””Board”or“District Board” as used in these Bylaws refer to the governing body of the WYFL district.
- 1.0.4 A “member” of the district is defined as a parent or guardian of a registered player or a person registered with the district as a volunteer coach.
- 1.1.0 The purpose of these bylaws is to set forth the rules governing the organization and administration of the WYFL district only.

2. ORGANIZATION

- 2.0.0 The WYFL represents the residents of the geographical area defined by the boundaries of the Westlake High School. The formal boundaries of the high school are dictated by the Alpine School District and are therefore subject to change
- 2.1.0 The WYFL is governed by a District President and a District Board consisting of seven (7) District Officers. These Officers are:
 - A. Events Coordinator
 - B. Equipment/ Fields Representative
 - C. Coaches Representative
 - D. Registrar
 - E. Treasurer
 - F. Secretary
 - G. Vice President
- 2.1.1 Each member of the District Board is considered a voting member and is authorized to vote on all motions brought before the District
- 2.1.2 The District President shall have a vote if and only if a motion before the Board results in a split, at which time the President's vote is considered the tie breaker.

3. DUTIES OF THE DISTRICT BOARD

- 3.0.1 To enforce the Articles, Bylaws, policies and decisions of the UCFC
- 3.0.2 To establish, adopt and enforce the Bylaws, policies and decisions of the WYFL district
- 3.0.3 To supervise the finances of the District
- 3.0.4 To sit in review as a Board of Appeals regarding interpretation of Bylaws, protests, and discipline. The decision of the Board is a final determination and not subject to further review
- 3.0.5 To enact, amend, repeal, and adopt Bylaws as the Board from time to time deems necessary and advisable
- 3.0.6 To have jurisdiction over the actions of any individual participant in any activities of the District
- 3.0.7 To establish regulations not having the status of Bylaws for the conduct, operation,

- administration, and direction of the District
- 3.0.8 To approve and ratify recommendations, actions, and contractual commitments of the District
 - 3.0.9 To direct the President and District Committees to undertake specific actions
 - 3.0.10 To appoint a replacement for the unexpired term of the President or any District Officer should the position for any case be unable to complete the normal term of office

4. DUTIES OF THE DISTRICT OFFICERS

4.1.0 EVENTS COORDINATOR

- 4.1.1 To develop and administer programs for community involvement
- 4.1.2 To manage all community communications
- 4.1.3 To attend all District Board meetings and events
- 4.1.4 to serve and assists other Officers when and where needed.

4.2.0 COACHING REPRESENTATIVE

- 4.2.1 To conduct coaches interviews and make recommendations to coaching positions
- 4.2.2 To collect all background checks, responsible for coaches meetings, including coaching camps
- 4.2.3 To attend all District Board meetings and events
- 4.2.4 To serve and assists other Officers when and where needed.

4.3.0 EQUIPMENT/ FIELDS REPRESENTATIVE

- 4.3.1 To organize and direct the equipment distribution and collection each season
- 4.3.2 To secure and maintain home playing fields used by the District
- 4.3.3 To provide, assign, and supervise the field representative for each home game field
- 4.3.4 To attend all District Board meetings and events
- 4.3.5 To serve and assists other Officers when and where needed

4.4.0 REGISTRAR

- 4.4.1 To establish and control the registration guidelines and procedures. Collect and deliver to treasurer all fees. Provide the District Board a report of the numbers for registration
- 4.4.2 To ensure that all registered players live within the District boundaries
- 4.4.3 To attend all District Board meetings and events
- 4.4.4 To serve and assists other Officers when and where needed

4.5.0 SECRETARY

- 4.5.1 To take meeting minutes notes, and keep all records of the Districts files in a safe location
- 4.5.2 To attend all District Board meetings and events
- 4.5.3 To serve and assists other Officers when and where needed
- 4.5.4 To publish the agenda and minutes for Board meetings

4.6.0 TREASURER

- 4.6.1 To manage all financial matters of the District
- 4.6.2 To receive and disburse monies as prescribed in the Bylaws. The Treasurer shall have along with the President and Vice President signing authority for all

disbursements

- 4.6.3 To supervise and audit the District's financial condition and submit financial reports to the District
- 4.6.4 To attend all District Board meetings and events
- 4.6.5 To serve and assists other Officers when and where needed

4.7.0 VICE PRESIDENT

- 4.7.1 To establish all committees and make recommendations for committee chairpersons to the District Board
- 4.7.2 To perform the duties of President when and if the President is unable
- 4.7.3 To assist the District President in all aspects
- 4.7.4 To attend all District Board meetings and events
- 4.7.5 To serve and assists other Officers when and where needed
- 4.7.6 To have, along with the Treasurer and President, signing authority for all disbursements
- 4.7.7 To conduct negotiations on matters affecting the District and execute contracts for and in behalf of the District as approved by the District Board\

5. DUTIES OF THE DISTRICT PRESIDENT

- 5.0.1 To organize and preside at the Board Meetings
- 5.0.2 To make recommendations regarding District policies and procedures to the District Board
- 5.0.3 To conduct the District elections as set forth in Section 6
- 5.0.4 To implement the approved directives and policies of the District Board and the UCFC
- 5.0.5 To interpret, implement, and enforce the Bylaws, policies and decisions of the District Board and the UCFC
- 5.0.6 To conduct negotiations on matters affecting the District and execute contracts for and in behalf of the District as authorized by the District Board
- 5.0.7 To arbitrate a timely filed protest by a member of the WYFL District with regard to any alleged impropriety, other than coaching issues, which occurs in a game played by a member team
- 5.0.8 To initiate, conduct, and conclude investigations with respect to infractions and violations of the Bylaws, policies and regulations of the District; to order audits of financial records of the District; to conduct hearings with respect to Bylaw infractions and violations, including the taking of testimony and evidence; to make and enter findings and conclusions regarding infractions and violations; to establish, impose, and enforce fines and penalties, including probation and suspension of any District member, subject to approval of the District Board as set out herein
- 5.0.9 To have, along with Treasurer, and Vice President, signing authority for all disbursements
- 5.0.10 To direct the general affairs of the District not specifically reserved for the Board members, subject to review by the same
- 5.0.11 To represent the District at all UCFC meetings, report all adoptions or amendments from the UCFC and report all minutes from said meetings

5.1.0 DISCIPLINARY POWERS OF THE PRESIDENT

- 5.1.1 To investigate alleged violations and infractions of the Bylaws and policies

of the District; to hold hearings of alleged violations and infractions of the Bylaws and policies; once findings of violations and infractions have been made, the President shall make recommendations to the District Board

6. RULES OF THE ORGANIZATION

6.0.1 All District Rules, Regulations, and Bylaws shall be published on the District's web site and kept current at all times

6.1.0 ELECTIONS

- 6.1.1 All persons seeking a position as a Board Officer or District President shall at time of election, have been a member of the District for a minimum of one(1) year and be free of any disciplinary action for a minimum of two (2) years.
- 6.1.2 The District President shall be elected for term of two (2) years. The President will be elected by the District Board on a majority vote. Each nominee for President shall have served at least one (1) year as a District Board member.
- 6.1.3 The office of Vice President, Treasurer, and Secretary, shall be elected for a term of two (2) years on even number years. The office of Registrar, Equipment/ fields rep, and Coaching Representative will be elected for a term of two (2) years on odd number years.
- 6.1.4 Each Officer of the District Board can serve a maximum of two (2) terms.
- 6.1.5 If a District Board member resigns or is not voted back into office, he/she must sit out a minimum of one (1) full year.
- 6.1.6 Elections for open positions shall take place every year in November, unless all positions are occupied.(2010, all positions started elected term)
- 6.1.7 District Officers shall be elected by parents and members within the District on a majority vote, unless the District appointed an unoccupied position as stated in section 3.0.10.
- 6.1.8 All those seeking a District Board position must live in the District's boundaries
- 6.1.9 Officers of the District Board can cast a vote in a general vote session.
- 6.1.10 The District President will conduct all general vote sessions.
- 6.1.11 The District Board Officers will appoint a third party to count all election votes.
- 6.1.12 The District Board Member must have a relative registered

6.2.0 MEETINGS

- 6.2.1 The District shall hold regular monthly meetings and such place and time shall be determined by the President. Regular monthly meetings can be open to all members.
- 6.2.2 The District can hold private meetings at any time.
- 6.2.3 All meetings shall be conducted by the standard "Roberts rules of order" unless temporarily suspended by a unanimous vote of those present.
- 6.2.4 A majority of the board shall constitute a quorum for the transacting of business at any meeting the Board, other than business affecting a change to the Bylaws which will require the presence of at least 6 Board officials.

6.3.0 AMENDMENTS, APPOINTMENTS, AND DISMISSALS

- 6.3.1 Any and all amendments, deletions, additions or changes in the Bylaws of the District shall be submitted to the Board for a vote. An affirmative vote by a super majority Board Officials is necessary to affect any changes to the Bylaws.

- 6.3.2 Any vacancy occurring on the District Board or office of President shall be filled, for the unexpired term, by appointment by the District Board on a majority vote.
- 6.3.3 A Board Officer or President may only be removed for cause by a six (6) vote majority of the District Board. Items for cause include, but are not limited to, failure to attend two (2) regular board meetings in a calendar year, violations of Bylaws or policies.

6.4.0 FINANCE

- 6.4.1 All monies and assets, real, and personal, obtained by the District whether through registration fees, gifts, fund raising projects, or other sources, shall and are deemed to be the property of the WYFL District to be held, invested, and distributed subject to the provisions of this Bylaw. All property and assets secured or obtained by the District, real, or personal, shall be held for the sole and exclusive use of the District. District property or assets are not available for use for purposes other than specified in a policy. Any disbursements of over one hundred (100) dollars require the approval of the Board.
- 6.4.2 The financial records shall be made available upon written request and for proper reason to any member of the District. Those members filling a request must be in good standing and have no disciplinary actions against them for at least two (2) years.

7 DISTRICT DISCIPLINE

- 7.1.0 For infraction or violation of the District Bylaws, The District may impose sanction, probation, or suspension as hereinafter defined upon a District Officer, coach, assistant coach, team, player or anyone else involved with any District activity.
- 7.2.0 Sanctions are defined herein as forfeiture of games, ineligibility of a player, coach, assistant coach, District Officer, team or anyone else involved with any District activity to participate in one or more games or other restriction and condition placed on a full participation in the District short of probation or suspension. Players and/ or coaches that are ejected from any game for any reason, whether participating as a player or coach or a spectator are immediately ineligible and cannot participate in any way during the remainder of the game. In addition, if this is the players' or coaches; first (1st) ejection of the season, he/she shall not be eligible for the next scheduled game that he/she would participate as a player or coach. If this is the second (2nd) ejection of the season, he/she shall not be eligible for the next two (2) scheduled games. After three (3) ejections during any one season \, the player, coach shall not be eligible to participate for the remainder of the season, including post season play.
- 7.3.0 Any illegal participation of any ineligible player and/ or coach will result in forfeiture of any and all games the ineligible player an/or coach participated. In the event of a forfeiture of any games, the rule shall be to award the win to the opposing team of a forfeited and a loss to the forfeiting team. Said awarded wins may substantially change the year – end standings.
- 7.4.0 Probation is defined as herein as a conditional status for a serious violation of the rules and Bylaws of the District. A team, coach, assistant coach, District Officer or anyone else involved in any District activity, under probation, may be precluded from participation in any District activity.
- 7.5.0 Suspension is defined herein as serious breach of the rules and Bylaws of the District, cumulative or individual. A coach, assistant coach, District Officer or

anyone else involved in any District activity, if suspended, is not eligible to participate in any District activities as of the date of the suspension. The suspension of any individual may be for either a definite or indefinite term.

8 EQUIPMENT

- 8.1.0 All equipment purchased by the District shall be reserved for the exclusive use of the District (WYFL)
- 8.2.0 Equipment shall be stored at the District's discretion and location.

9 DISCLAIMER

- 9.1.0 The District reserves the right to refuse service to any person or organization,
- 9.2.0 The District can change or revise any of the Bylaws or policies without notice
- 9.3.0 The District Board can establish, charter, and delegate responsibilities to committee's according to Board policies at the Boards discretion.

ORIGANILLY ADOPTED OCTOBER 6, 2010.