

# *Fayette County Youth*

## *Football Inc.*



## *2017 BY-LAWS*



*Fayette County Youth Football Inc.*  
*Association By-Laws*

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## ARTICLE I – INTRODUCTION

This organization shall be known as Association hereinafter referred to as the “FCYF”.

## ARTICLE II – OBJECTIVES

The Association is organized to further equality of competition and the ideals of the game of Football: to inspire youth to good sportsmanship, team work, high moral standards and the importance of the foundations of scholarship at the elementary and high school levels. It is organized to provide a mutual basis for improving the relationship between boys and adults of the community, using the medium of youth football as a catalyst. It is organized to discourage the commercial exploitation of youth and ensure the continued growth of youth football in the communities by establishment of sound rules and regulations.

## ARTICLE III – PURPOSE

The purpose of Fayette County Youth Football shall be to organize and supervise organized cheer and the playing of competitive football games under specialized rules and regulations. Our mission is to provide a positive, safe and wholesome environment for teaching our youth football and cheerleading athletes' fundamentals and life lessons through the challenge of competition, spirit of teamwork, the joy of victory, and the reality of defeat on and off the playing field. It is because of the physical demands of the sport that it is our purpose that our programs be developed in such detail as to make the activity as free of potential for harm as humanly possible.

## ARTICLE IV - STATEMENT OF POLICY

It shall be the policy of Fayette County Youth Football Incorporated to conduct its activities so that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount and all matters of the Policy shall be determined on that basis. All matters that would require amendment to the By-Laws shall be decided by a vote of the majority of the Governing Board. No person who is a member of Fayette County Youth Football Incorporated, or who is employed or who is in any way connected with the league, shall receive any personal financial benefit there from beyond the reasonable value of services in carrying out the purpose for which the League has been organized. It shall be the policy of FCYF to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the League or any of its programs. FCYF firmly opposes and strictly prohibits any form of discrimination on the basis of gender, age, race or religious preference.



## ARTICLE V – GOVERNMENT OF THE ASSOCIATION

The Government of FCYF Inc. shall be under the direct supervision of the President and the Governing Board of Directors.

## ARTICLE VI - GOVERNING BOARD OF OFFICERS

**SECTION 1.1 – Executive Board:** The Executive Board shall include the President, Vice President, Secretary and Treasurer. The Board of Directors will be elected by the members of FCYF. Persons seeking election for the Board of Directors must meet the following criteria: (1) be a member in good standing (2) must be 21 years of age (3) must have served as a coach, team representative, or served as an appointed official for the Board of Directors for a minimum of one year and (4) attended at least two meetings within twelve month period. The Executive Board will be elected by membership, simple majority. Once elected, members will serve a two (2) year term. If a member of the Executive Board is unable to complete their term of office and the member has not served at least 50% of their term, a special election will be conducted to elect a replacement. If the Vice President, Treasurer, or Secretary vacates their office and the 50% demarcation point has passed, the President will name a replacement. If the President vacates the position and the 50% demarcation point has passed, the Vice President will assume the President’s duties and will appoint a Vice President. The President will appoint a nominating committee consisting of three people from the membership and two from the Board of Directors who will select a list of candidates. These nominations will be in writing and received by the Secretary at least (5) days prior to the annual meeting. Nominations will also be accepted from the floor at the annual membership meeting.

**SECTION 1.2 – Executive Board Duties and Responsibilities:** Board members must attend board meetings, scheduled FCYF events, Saturday game day scheduled work shifts, and FCYF hosted tournaments. Specific position responsibilities are outlined herein with service to include but not necessarily limited to these solely; A. President – Shall act as Chief Executive Officer of FCYF. Shall exercise supervision over the organization and all its activities. Shall preside at all meetings of the Executive Board of Directors and the Governing Board of Officers. Shall make an annual report thereon to the Officers of the League. Shall appoint all committees and designate an executive officer to serve as ex-officio member of all committees. B. Vice President of Administration/Operations- Shall assist the President in the performance of the President's duties, shall preside at meetings in the absence or incapacity of the Director and becomes the Interim Director on the death, resignation, or permanent incapacity of the President until a new President can be elected. Shall serve as Chairman of the By-Laws and Disciplinary Committees. Responsible for organizing of officer duty schedule. Shall perform other duties as may be assigned by the President. C. Treasurer/Secretary - Responsible for the collection, safekeeping, and expenditure of all funds of the League, and for keeping an accurate financial record. Collects and disperses funds only as directed by Law, the By-Laws, Governing Board of Directors, the Executive Board or other Authority provided in the By-Laws. Shall give treasurers update at all regularly scheduled meetings and shall give a final update to the Governing Board of Officers at the annual meeting. The Treasurer does not have the power to borrow money or issue funds or checks except as authorized to do so by the By-Laws of the Association, Governing Board of Officers. Responsible for



taking careful and accurate notes of the proceedings of the meetings as a basis of preparing minutes, shall prepare and certify the correctness of the minutes. Assists presiding Officer before each meeting in preparing a detailed agenda. Prepare an Officer List and call the roll when needed or directed by the presiding Officer. Must bring to each meeting the Minute Book; a copy of the By-Laws, rules and policies. Shall perform other duties as assigned by the President.

SECTION 1.3 – Resignation: An Officer of the League, who resigns his or her position for that year, will forfeit his or her position for that year and the following year. However, an Officer of the League with a Head Coach position decides to resign his/her Officer position but keeps his/her Head Coach Position will be allowed to reapply as Head Coach the next year, but not an Officer of the League

SECTION 1.4 - Removal from Office: Any Officer of the Executive Board, including the President, may be removed by a 2/3 vote of all members of the Executive Board, or by disciplinary action progressive process defined under Article VII.

#### ARTICLE VII-EXECUTIVE BOARD OF DIRECTORS

SECTION 2.1 –Board of Director: The Board of Directors shall include the Football Director, Assistant Director, Cheer Director, Team Mom Coordinator/Secretary, and Safety Coordinator/Heads Up. The Board of Directors will be elected by the Executive Board until the Board of Directors is fully established. Persons seeking election for the Board of Directors must meet the following criteria: (1) be a member in good standing (2) must be 21 years of age (3) must have served as a coach, team representative, or served as an appointed official for the Board of Directors for a minimum of one year and (4) attended at least two meetings within twelve-month period. The Board of Director positions will be elected by membership, simple majority. Once elected, members will serve a two (2) year term. If a member of the Board of Directors is unable to complete their term of office and the member has not served at least 50% of their term, a special election will be conducted to elect a replacement. If the Vice President, Treasurer, or Secretary vacates their office and the 50% demarcation point has passed, the President will name a replacement. If the President vacates the position and the 50% demarcation point has passed, the Vice President will assume the President’s duties and will appoint a Vice President. The President will appoint a nominating committee consisting of three people from the membership and two from the Board of Directors who will select a list of candidates. These nominations will be in writing and received by the Secretary at least (5) days prior to the annual meeting. Nominations will also be accepted from the floor at the annual membership meeting

SECTION 2.2 -Duties and Responsibilities: A. Approve and ratify all business of the Governing Board of Directors. B. Approve all contracts and terms of financing. C. Supervise and manage all Player Drafts. D. Secure and oversee any legal support as may be required by the League.

#### ARTICLE VIII –MEETINGS

SECTION 3.1 –Meetings: All meetings of the Governing Board of Officers will be conducted in accordance with “Parks and Recreations Operational Guidelines” of Fayette County.



SECTION 3.2 –Voting at the annual, special or regularly scheduled meetings of the FCYF, every eligible Officer of the Governing Board present shall be entitled to vote. There shall be no proxy voting. All information discussed and voting action taken regarding FCYF functions during the annual, special, or regularly scheduled League meetings will be made available upon request. All voting is done by a voice or show of hands except Player Rules, which must be done by Roll Call. All election voting must be done by ballot. Copies of minutes for the annual, special or regularly scheduled League meetings will be kept in the Official Minute Book and will be made available upon request.

SECTION 3.3 –Association Annual Meeting: A. FCYF will have at least (3) membership meetings each year at a time and place fixed by the President of the Association and publicized. Notification of the membership meetings must be announced no later than (2) weeks prior to said meeting. B. Order of Business. 1. Election of Board of Directors 2. President’s year-end report. 3. End of year Treasury update. 4. End of year Football Equipment update. 5. Initial planning for new season –duty assignments.

SECTION 3.4 -Special Meetings: The President or a Quorum of the Executive Board of Officers will call special meetings. A. How notified: 1. Telephone 2. E-mail 3. Text Message B. 24 Hours Advance Notice

SECTION 3.5 –Meeting Attendance: A. Any officer of the Governing Board missing two consecutive or three out of five regular or special meetings will be placed on probationary status and lose voting privileges for the next two called meetings (either Regular or Special). B. Any Officer being placed on probation twice in a season can be removed from office by the President. C. Any Head Coach or any member of the league may attend board meetings for a specific reason upon request in advance and approval of the Governing Board of Officers.

#### ARTICLE IX - COACH SELECTION

SECTION 4.1 – Coaching Prior to each season, the Governing Board of Officers will accept written applications from volunteer adult leaders wishing to serve as team coaches. The Governing Board of Officers will provide Coach Application Forms for this purpose. Potential applicants must provide a valid Driver’s License and agree to a background check prior to consideration as a candidate. Coaching knowledge/experience along with past conduct in FCYF and any other youth sports organization will be considered in the selection process also. A. Coaching Applications must be signed and return to the Board prior to practicing with players from this association. B. All coaches must have received a satisfactory background screening prior to coaching a team. C. All coaches must wear proper athletic or official Blue Devils gear during game days. D. All head coaches must have a weekly practice schedule and must be prepared to present a copy of that plan to the Board. Head coaches are allowed to delegate this responsibility to a member of their coaching staff. E. Coaches who receive parental complaints, verbal or otherwise, must report said complaint to the Board within 24 hours of receiving the complaint. The Chain of command to handle complaints from parents shall be followed as such: Head Coach, Age Group Coordinator, Vice President, President and Board of Directors. F. At least one member of the coaching staff will be certified in First Aid and CPR.



SECTION 4.2 – Background Checks: The criminal background check shall include, but not limited to, conviction both inside and outside the State of Georgia, for the following, within 10 years: A. Any crimes against children (Lifetime ban) B. Any felony conviction involving violence. C. Any felony drug convictions. D. Any felony assault convictions. E. Any felony battery convictions. F. FCYF will adopt any background check rules of YFA, YFA Select and the SYFC and all other leagues this association participates in.

SECTION 4.3 – Required Meetings All appointed coaches are required to attend the following: A. Orientation Meeting. Purpose -To review existing tryout/scout procedures, regular and blind Draft procedures, League rules and By-Laws regarding coaches, players and games. B. Coaches Clinics. C. Football Camps. D. Scheduled Field Maintenance workdays/assigned field stripping duty. E. Registration Event(s) specified as “mandatory”.

**SECTION 4.4 – Certification All football coaches must go through the USA Football Heads Up Certification process.**

SECTION 4.5 – Coaches Code of Conduct: All Head and Assistant coaches with FCYF must adhere to the follow: A. The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character. DO WHAT’S RIGHT, NOT WHAT’S EASY. B. Coaches shall be responsible for the conduct of all players, members of the coaching staff and spectators. This includes the time periods before, during and after league games and other events. C. Improper conduct, in the judgment of the game officials, on the part of the players, coaches or spectators may result in penalties, expulsion and suspension or forfeiture of the game. D. The coach shall master the league rules and shall teach them to his or her team members, staff and parents. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules. E. The coach shall show good sportsmanship, respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is not prohibited. F. Coaches will strictly adhere to the policies, regulations and rules of the YFA, YFA Select and SYFC and set a proper example with their actions for everyone to follow. (Coaches of teams participating in the YFA and YFA Select will adhere to the YFA and YFA Select rules and Coaches participating in the SYFC will adhere to the SYFC rules).

#### ARTICLE X –DISCIPLINARY ACTION

SECTION 5.1 – Discipline: The Governing Board of Officers shall have the authority to suspend, discharge, or otherwise discipline any player, referee, league official, parent or other person whose conduct is in violation of the Rules, Policies and Regulations of Youth Football Alliance, Southern Youth Football Conference, Fayette County Parks and Recreation Operational Guidelines and these By-Laws.

SECTION 5.2 – Appeal: Persons dismissed, barred, or suspended for longer than a game period shall have the right to request an appeal hearing before the Governing Board of Officers. Written requests for appeals using must be delivered to an Officer of the League within 24 hours of notification of disciplinary action. Upon receipt of such request, a hearing will be scheduled within 48 hours.



SECTION 5.3 – Player Appeal: In the event of disciplinary procedure involving a player, that person's parent or guardian and coach shall be required to attend the hearing with the person concerned.

SECTION 5.4 – Penalties The Governing Board may impose any of the following penalties which, in their opinion, appears to match the severity of the offense: **WARNING:** The offending person is to be advised of the offense and further advised that the repetition of the offense will result in a more severe penalty. **SUSPENSION:** The offending person is to be advised in writing that he/she has been suspended from all League activity for a specific number of games or days. **DISMISSAL:** The offending person is to be advised in writing that he/she has been dismissed from the League for the remainder of the current season. **BARRED:** The offending person is to be advised in writing that he/she has been barred from current and future participation within the League permanently or for a specific number of years.

SECTION 5.5– Board’s Authority: The Board by majority vote shall have the authority to suspend, discharge, or otherwise discipline any coach whose conduct is in violation of the Coaches Rules, Policies and/or Regulations of Youth Football Alliance, Southern Youth Football Conference, Fayette County Parks and Recreation, these By-Laws, and any other League this Association participates in.

#### ARTICLE XI - FINANCIAL POLICY

SECTION 6.1 – Usage of Funds All registration and fund-raising is to replenish the common Association treasury. The common Association treasury will be used for all FCYF expenses including but not limited to advertising, football and cheer uniforms, end of year banquets, field and building maintenance as well as equipment for concessions, building and field maintenance.

SECTION 6.2 – Contribution The Governing Board shall not permit the contribution of funds to individuals or teams with the exception of the required team sponsor contribution to the Association, and the annually approved overage to be retained less league administration fee team-by-team with division of those fees to be used as follows; A. Sponsorship minimum per team as defined annually and required by each Head Coach which is due one week prior to opening day. Funds are retained 100% by the Association to the common league treasury. B. Additional funds per team as defined annually and included in the coaching agreement less a set percentage to the common league treasury. a. Additional funds may be used for the benefit of ALL team members as follows; l. All potential expenditures must be approved in advance of purchase by the Executive Board.

SECTION 6.3 –Individual Budget Individual Budget proposals must be submitted to the Governing Board for Administrative Expense, Concession, Field Maintenance, Player Uniform & Equipment, Fund-raising, Program Book, Advertising and Building Maintenance.

SECTION 6.4 – Purchases: All major purchases, excluding normal operating expenses, exceeding \$1,500 for capital expenditures or \$2,000 for operational expenditures must be approved by a majority vote by the Board of Officers with the presence of a quorum at a duly constituted meeting. A. Normal operating expenses include field upkeep etc. In Emergency instances: A quorum of the Executive Board will make the necessary decision and report to the Governing Board of officers as soon as possible. B. Only Officers who are specifically authorized shall be permitted to commit the organization to expenditure. By right of office those include the following: President, Vice President, and Secretary. C. The President shall be allotted to purchases not exceeding \$100 in value in the absence of any quorum or board vote.



SECTION 6.5 – Authorized Signers Officers eligible to sign on behalf of the League to finance improvements or equipment purchase is limited to the President, Vice President, and Secretary.

SECTION 6.6 – Liability The Association will not be responsible or liable for injuries to Players, Coaches, Cheerleaders, Volunteers, Parents, or Visitors, either in practices, in regular games, to and from practices, or any league sponsored activity.

#### ARTICLE XII – FUNDRAISING

SECTION 7.1 – Fundraising Approval All fundraising activities undertaken for the benefit of the Association shall be subject to the approval and supervision of the Governing Board of Officers. A. No funds or accounts may be established on behalf of the Association, except by authority of the Executive Board.

#### ARTICLE XIII - AMENDMENTS TO BY-LAWS

SECTION 8.1 – Amendments Any By-Laws consistent with the Constitution, embodying additional provisions for the Government of Fayette County Youth Football Incorporated, shall be adopted and may be amended by the Governing Board of Officers.

SECTION 8.2- Majority Vote A two-thirds (2/3) majority vote is required of the Governing Board of Officers of those that are entitled to vote. ARTICLE XIV- LEAGUE RULES

SECTION 9.1 – Playing Rules: All rules governing the playing of football, the legality of the players and related questions shall be in accordance with the National Federation of State High School Associations/GHSA rules, with such modification as adapted by the Governing Board of Officers. A. The Governing Board of Directors shall adopt the local playing rules of the Youth Football Alliance and Southern Youth Football Conference for teams participating in those leagues during the football season. B. The local playing rules of the League will be distributed to the Head Coaches prior to certification of players and coaches. C. Fall Football-Players in this association will play a minimum of (8) plays (in addition to special teams) during the regular season. a. The amount of practice time allowed in the fall is determined by what league (YFA or SYFC) your team is participating in. 1. Each team is allowed to 4 practice days a week for a maximum of 2 hours prior to the 1st game. Team will be allowed 3 practice days a week after the 1st game. D. FCYF will hold the right to negate or amend any rule that is deemed unfit or irrational to the standard practice and safety of its participants. (i.e.- league changes rule that does not mandate the use of mouth pieces during play... FCYF will uphold this mandate under its primary by-laws for the safety and well-being of its participants.)

#### ARTICLE XV – ELIGIBILITY

SECTION 10.1 – Eligibility Requirements: Any child residing in Fayette County and surrounding counties, within the prescribed age limits (as identified in YFA, YFA Select and SYFC leagues) and having permission of his parents or legal guardian is eligible for participation in Fayette County Youth Football. All participants must complete an application, sign an injury waiver, and furnish a copy of the child's birth certificate.



A. Parents, players or legal guardians will be required to furnish all pertinent information on players wishing to participate.

#### ARTICLE XVI – REGISTRATION

SECTION 11.1 – Registration fees: Registration fees are as followed: For fall (\$100 for 4-6yr. olds, \$175 for ages 7-12 yr. olds); \$195 for Out of County participants in the fall); Family Max (\$415) will apply to patrons registering 4 participants, each participant proceeding the 4<sup>th</sup> participants will render a cost of \$75 per participant. Out of County Fee will be different from all in county fees. \$100, \$195, \$425 Max + \$75 each additional participant exceeding the max.

The FCBD board of directors, does it's best to maintain fees that are fair and competitive with the surrounding organizations. We will continue to do our best to meet these criteria.

The FCBD board has the right to make changes as necessary, to meet the needs of the members and to uphold the integrity of the long standing program.

#### ARTICLE XVII – PARENT AND SPECTATORS CODE OF CONDUCT

SECTION 12.1 – Code of Conduct Parents are vital to the development of young athletes. Whether sitting in the stands or helping out as a volunteer, parents must set a positive example. Parents and adults involved in youth sports should be models of good sportsmanship and lead by example on and off the playing field.

- A. Inappropriate behavior is cause for immediate ejection from the stands. Repeat offenses will result in being barred from future games and league sponsored activities. FCYF's zero tolerance policy will be enforced with the unruly parents and spectators being removed from the park and face possible criminal prosecution.
- B. Support your coach and refrain from excessive "sideline coaching" from the stands.
- C. The use of profanity, drugs, alcohol or tobacco as well as fire arm possession during FCYF event is prohibited.
- D. Support the coaches, players and officials and help teach the value of commitment to the teams, sportsmanship, ethical conduct and fair play.
- E. Accept the decisions of officials on the field as being fair and called to the best ability of the officials. Parents must stay off the field and remain under control in order to set a good example for players and other spectators.
- F. Parents will not encourage their child or any other person to engage in unsportsmanlike conduct with any coach, parent, player, participants, officials or any other attendee.

SECTION 12.2 – Social Media Policy: All FCYF Members shall abide by the following guidelines when using social media:

1. Be positive and respectful, and always take the high road. When disagreeing with others' opinions, remain appropriate and polite. If you find yourself in a situation online that is becoming antagonistic, ask the FCYF Board of Directors or your sport coordinator for advice on how to disengage from the dialogue in a polite and respectful manner that reflects well on FCYF.
2. Do not post content that would harm FCYF or damage FCYF's reputation. Remember that even while you are on your own personal time, you are a representative of FCYF, and



people may interpret your online postings or social interactions as though they were official FCYF statements.

3. Use good judgment when posting comments on any official FCYF sites. Bear in mind that your comments can create liability for FCYF. If you are unsure whether a comment is appropriate to post, either do not post it or obtain prior approval from the Board of Directors.
4. Be smart about what you publish. Once something is posted, it exists online forever. Ask yourself, “would I want to see this published in the newspaper or posted on a billboard tomorrow or ten years from now?” If the answer is “no,” do not post.
5. Encourage others to engage in positive interactions on social media. If you are concerned about any FCYF Member’s use of social media, please bring your concerns to the attention of your sport coordinator or a member of the FCYF Board of Directors.
6. Personally identifiable information (information, such as a name and date of birth and/or a street address which, when taken together, can identify a particular individual) should not be disclosed in any manner on official FCYF social networking sites without the approval of the sport coordinator or FCYF Board of Directors.

### 2. Violations of the Social Media Policy

The FCYF Board of Directors shall have the authority to monitor and enforce this Social Media Policy.

The FCYF Board of Directors, and any individual appointed by the Board of Directors, shall have the authority to remove any inappropriate or offensive comments from official FCYF sites and to block any individual or organization from posting on any official FCYF social media platform if they determine, in their sole discretion, that such removal or block is in the best interests of FCYF.

The failure of any FCYF Member to adhere to this Social Media Policy shall be considered a violation of the FCYF Code of Conduct, and any FCYF Member who fails to adhere to this Social Media Policy shall be subject to disciplinary action, up to and including termination of such individual’s involvement in FCYF, in accordance with the FCYF Disciplinary Procedures.

