

THE MIDDLETOWN VALLEY ATHLETIC ASSOCIATION, INC. BYLAWS

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THE MIDDLETOWN VALLEY ATHLETIC ASSOCIATION BYLAWS

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MIDDLETOWN VALLEY ATHLETIC ASSOCIATION, INC.

ARTICLE I. NAMES, OFFICES AND DEFINITIONS

Section 1.01 NAME

The corporation shall be known as the Middletown Valley Athletic Association, Inc., and also known as MVAA.

Section 1.02 PRINCIPAL OFFICE

The principal office of the corporation shall be the same as that set forth in the Articles of Incorporation.

The principle office of the corporation shall be:

Middletown Town Hall
c/o MVAA
31 West Main Street
Middletown, Maryland 21769

Section 1.03 REGISTERED OFFICE

The registered office of the corporation shall be the same as that set forth in the Articles of Incorporation. The registered office shall be used for all official corporate mail, notices, and legal correspondence.

The registered office of the corporation shall be:

Middletown Town Hall
c/o MVAA
31 West Main Street
Middletown, Maryland 21769

Section 1.04 MAILING ADDRESS

The mailing address of the corporation for non-corporation notices shall be maintained at the local post office.

The mailing address for non-corporate business notices shall be:

Middletown Town Hall
c/o MVAA
31 West Main Street
Middletown, Maryland 21769

Section 1.05 DEFINITIONS

The following terms when appearing in initial capital letters shall have the meanings below set forth:

- a. "Executive Board" means that certain decision-making body comprised of the following elected corporate officers: President, Vice President, Secretary, and Treasurer.
- b. "At-large Board" means that certain decision-making body comprised of the 4 elected at-large directors.
- c. "Sports Program Board" means that certain decision-making body comprised of the elected sports directors. The number of sports directors is determined by the sports programs offered by the corporation.
- d. "Board of Directors" means that certain decision-making body comprised of the Executive Board, the At-large Board, and the Sports Program Board. The immediate past President shall be retained as an advisor to the Board of Directors, but has no voting privilege.
- e. "Record Date" means the date fixed by the Board of Directors with respect to a particular action of the Corporation.

ARTICLE II. MISSION STATEMENT, PURPOSE, AND OBJECTIVES

Section 2.01 MISSION STATEMENT

The Middletown Valley Athletic Association (MVAA) will sponsor a variety of sports programs for the youth of our community. The purpose of the sports shall be to provide an opportunity for our children to learn the fundamentals of their respective sports and, under competent leadership, to enjoy participation and competition in organized leagues so that they may become better persons. Objectives include the development of positive social values and character traits; good citizenship; physical and mental health; and a knowledge, appreciation and interest in sports. It is the goal of the MVAA to instill the will to win and the courage to accept defeat, with emphasis on clean play, safety, and sportsmanlike conduct.

Section 2.02 CORPORATE PURPOSE

The purpose of the corporation is to take those actions authorized by the corporation to achieve and advance the mission of the corporation, with the primary focus being the planning, funding, organization and supervision of sports or sports-related programs for the community youth. Without limiting the generality of the foregoing stated purpose, the corporation shall also support civic betterment and may lease, build or support the leasing/building of athletic complexes within the community.

Section 2.03 RETENTION OF NON-PROFIT STATUS

The corporation shall take all necessary action to retain the non-profit status described in Section 501©(3) of the US Internal Revenue Service Code and any amendments thereto.

Section 2.04 BOOKS, RECORDS, AND HISTORY

The corporation shall accurately maintain Articles of Incorporation and Bylaws at the Principle Office (Section 1.02). The rules, regulations, records, history (to include monthly membership meeting minutes) and achievements shall be stored at the Town Hall of Middletown, Maryland.

Section 2.05 CHARTER

The corporation shall apply each year for a charter from a sanctioning body for any sports program, as determined by the Board of Directors, and shall take reasonably necessary steps to obtain and maintain such charter.

ARTICLE III. MEMBER CLASSES AND VOTING RIGHTS

Section 3.01 MEMBER CLASSES

- a. Life Members: Past members or volunteers nominated prior to the annual meeting and elected by a majority of the Board of Directors at the annual meeting shall be life members. This life membership will not preclude any fee and/or membership dues for the life member.
- b. Player Members: Any youth participating in a program offered by the corporation whose parents or legal guardian have paid annual membership dues. Player members shall have no rights (specifically including voting rights), duties or obligations in the management or in the property of the corporation. The membership of this class shall be limited to those players who live within the Middletown High School district defined by the Frederick County Board of Education (this shall accommodate private school and home school players). Exceptions shall be considered on a case by case basis by the Sports Directors.
- c. Regular Member: All parents or legal guardians of a player member who have duly paid applicable annual membership dues (or granted a waiver thereof pursuant to these MVAA Bylaws) will be regular members of the corporation. No more than two (2) regular members of the player member's immediate family who are 18 or older shall be considered voting members for issues coming before the members.
- d. Other Members: Any other person (age 21 and older) interested in active participation to promote and achieve the objectives of the corporation may apply to become a member and upon approval by a majority of the Board of Directors and payment of the annual dues shall become a regular member of the corporation with full rights and benefits.
- e. Honorary Members: Honorary members must be elected by unanimous vote of the Board of Directors. Any member of the corporation may propose a candidate for honorary membership by written request to the Board of Directors outlining detailed qualifications of the candidate. Any honorary membership may be withdrawn by a unanimous vote of the Board of

Directors at any meeting. Honorary members shall have no rights (specifically including voting rights), duties or obligations in the management or in the property of the corporation.

- f. Coach Member: Any person volunteering to coach MVAA and does not have a child or children within the program shall be admitted as a coach member. Coach members over the age of eighteen (18) will have voting rights and annual membership fees will be waived. Any coach member application must be submitted to the corporation by the Sport Director.

Section 3.02 VOTING MEMBERS; ONE VOTE

All life members, regular members, other members, and coach members who are current in their payment of dues, registration, and/or other fees and whose membership has not been suspended or revoked as of the record date (hereinafter collectively referred to as, "voting members") shall be entitled to one vote.

Section 3.03 SUSPENSION OR TERMINATION OF MEMBERSHIP

The annual membership may be terminated by a majority vote of the Board of Directors, based on improper conduct. The Board of Directors may also take the lesser action of suspending membership, with active membership restored once the suspended member meets conditions set by the Board of Directors. The suspension or expulsion of any member shall not affect the membership of other family members. No membership shall be suspended or terminated without providing the accused member with written notice of the offending action and an opportunity for the member to present his or her case to the Board of Directors.

Section 3.04 TRANSFER OR ASSIGNMENT OF MEMBERSHIP

No Membership shall be deemed transferable or assigned within the association.

ARTICLE IV. MEMBERSHIP AND REGISTRATION FEES

Section 4.01 MEMBERSHIP DUES; MEMBERSHIP TERM

Membership dues shall be assessed for each regular member and other members on an annual basis. Membership dues are payable after January 1 of each year and expires on December 31 of the same year.

Section 4.02 SPORTS REGISTRATION FEES

Unless otherwise determined by the Board of Directors pursuant to the authority granted by these Bylaws, registration fees shall be assessed for any youth who participates in any sports program offered by the corporation at any time. The corporation may charge a different registration fee for each sports program depending on the requirements of the program while keeping the cost affordable to the general membership. All registration fees are payable at the time of registration.

Section 4.03 OTHER FEES

Other fees of any kind permitted by law may be assessed as determined from time to time by the by the Board of Directors, based on the needs of the corporation.

Section 4.04 ADJUSTMENT OF DUES AND/OR FEES

The Board of Directors may from time to time adjust, waive, or eliminate any membership dues, sports registration fees, or fund-raising fees according to the financial needs of the corporation. The Board of Directors will review the dues and fees on an annual basis, and such dues and fees will be established based on the annual budget of the corporation.

Section 4.05 WAIVER OF DUES AND/OR FEES

The Board of Directors has authority to determine any request for a waiver of membership or registration fees. The Board of Directors shall not be required to pay the annual membership fee during the term of the Board of Director member.

Section 4.06 HARDSHIP CASES

In keeping with the corporate mission statement and purpose, the corporation desires that no child be prevented from participation in a sports program based solely on an inability to pay membership or registration fees due to hardship. Upon request of the parent or legal guardian of an eligible youth, the Executive Board and/or individual Sports Director will review, on a personal and confidential basis, a waiver of membership and/or registration fees based on hardship. If the Executive Board determines that a hardship does exist, the corporation will waive or reduce the registration and/or membership fees depending on the degree of hardship and/or offer the parent, legal guardian, or youth an opportunity to volunteer some free time to assist the corporation with various duties in consideration for a waiver or reduction in fees.

ARTICLE V. MEETING OF MEMBERS

Section 5.01 GENERAL MEMBERSHIP MEETINGS

There shall be a general membership meeting of the corporation the first Thursday of calendar months that correspond with sports registration for the Spring, Fall and Winter seasons or at the call (Special Meeting) of the President. The November general membership meeting shall hold nominations for Officers, At-large Directors, and Sports Directors. Additionally, the seasonal general membership meetings provide members the venue to vote on any other matters for consideration by the Board.

The order of business at a monthly General Membership Meeting shall be as follows:

- i) Attendance;

- ii) Reading of the minutes and action taken at previous meeting;
- iii) Reports of Officers;
- iv) Reports of At-large Directors;
- v) Reports of Sports Directors;
- vi) Reports of Committee;
- vii) Unfinished Business;
- viii) New Business;

Section 5.02 ANNUAL MEETING

The corporation shall meet annually during the month of December. The purpose of the Annual Meeting is to elect eligible Officers, At-large Directors, and Sports Directors and to provide a general update on the affairs of the corporation since the previous Annual Meeting. The Board of Directors shall inform the members of any changes from the previous year, any pending changes, the corporation's financial condition and status reports on corporate activities.

Section 5.03 NOTICE OF MEETINGS

The Secretary shall furnish not less than five (5) and no more than thirty (30) days notice to all members as to the date, agenda, time, and place of the annual meetings and Special Meetings called by the President. Notice may be given in any manner that is reasonably sufficient to inform members, including without limitation, notice by U.S. mail, verbal notices, e-mail, voice-mail, social media postings, flyers, and advertisements in local publications, in addition, all notices shall be deemed effective when given. In case of a Special Meeting, the notice shall include a description of the purpose for which the meeting is called.

Section 5.04 MEMBER LIST

Prior to the Annual Meeting or Special Meeting, the Treasurer shall prepare an alphabetical list of all voting members in good standing to be used if necessary to provide notice of the meeting and to validate a voting member at any meeting.

Section 5.05 QUORUM

50% or more of the voting board members must be present at a meeting to constitute a quorum. If less than 50% of the voting board members are present, the matter must be tabled for voting at the next meeting. Once a member is represented at a meeting, a member is deemed present for quorum purposes for the remainder of the meeting.

Section 5.06 VOTING BY ABSENTEE BALLOT

Any voting member unable to attend a meeting for any reason may be able to transmit their vote through a mailing format. Must be received before the meeting. Absentee ballots will be serial numbered and logged upon use. Any other criteria of the absentee ballot shall be determined by the Board of Directors. Special provisions are in place for votes for bylaw changes (Section 5.08).

Section 5.07 VOTING BY MEMBERS

Each voting member shall be entitled to cast one vote on each matter subject to a vote at a meeting. Action on a matter is approved if a simple majority of the voting members present or represented by an absentee ballot cast in favor of the matter.

Section 5.08 VOTING FOR BYLAW CHANGES

All votes for bylaw changes require that all directors minus 1 be present. If less than all directors minus 1 are present, the matter must be tabled for voting at the next meeting. Directors must be present for bylaw change votes, presence as defined by representation at a meeting for quorum does not apply for bylaw change votes. Tie-breaker vote is performed by the President.

ARTICLE VI OFFICERS, AT-LARGE DIRECTORS, AND SPORTS PROGRAM DIRECTORS

All positions are nominated and elected from the general membership. No member can hold more than one voting position during their tenure. The immediate past President shall be retained as an advisor to the Board of Directors but has no voting privileges when advising in that position.

Section 6.01 OFFICERS/EXECUTIVE BOARD

The Officers/Executive Board of the corporation shall consist of four (4) elected positions: President, Vice President, Secretary, and Treasurer.

Section 6.02 AT-LARGE DIRECTORS

The At-large Directors shall consist of five (4) elected at-large positions.

Section 6.03 SPORTS PROGRAM DIRECTORS

The Sports Directors shall consist of an elected director that represents each established sports program.

Section 6.04 ELECTION, APPOINTMENT, AND TERM

Each Officer, (with the exception of the Treasurer), At-large Director, and Sports Director of the corporation shall be elected for a one (1) year term by members at the Annual meeting pursuant to these Bylaws. All nominations shall be submitted from the floor by members at the November General Membership Meeting prior to the Annual Meeting. The current President shall create an Election Committee to take charge of the election process. The Treasurer shall be elected for a two (2) year term.

Section 6.05 VACANCIES

Any vacancy in the position of Officer/Executive Board, At-large Director or Sports Director occurring by resignation, removal or otherwise, shall be filled by a member nominated by the President for the remainder of the original term. The President shall advise the Board of Directors of the nomination at the next general membership meeting or Special Board Meeting called for that purpose. Such nominations shall be effective as of the date of the meeting, with approval by the Board of Directors by two-thirds (2/3) vote to reflect a majority.

In the event the President and Vice President do not fulfill their terms of office, the Board of Directors shall meet and elect an Interim President from the remaining members of the Board of Directors. The interim President shall complete the remainder of the original term of the President and nominate a member in accordance with Section 6.05 to fill his/her vacancy.

Section 6.06 DUTIES AND POWERS

- a) President:
The President shall be the Chairman of the Board of Directors and the Executive Officer of the corporation and, subject to the control and direction of the Board of Directors shall represent the corporation and generally supervise and conduct all business and affairs of the corporation. Without limiting the foregoing general powers of the President, the President shall: (i) when present, preside at all meetings of the Board of Directors and members; (ii) be a member of all Program committees; (iii) have the authority to co-sign with the Treasurer, checks for payment of bills and other expenditures of the corporation previously authorized by the Board of Directors; (iv) appoint committees to achieve the objectives of the corporation; and (v) break any tie vote occurring on any transaction voted by the Board of Directors.
- b) Vice President: The Vice President shall, in the absence or inability of the President to act, perform the duties of the President. The Vice President shall perform all other duties assigned by the President from time to time. The Vice President will chair the committee for the Ethics, Rules and Regulations.
- c) Secretary:
The Secretary shall: (i) Keep the minutes of all meetings; (ii) publish all meeting notices in accordance with the Bylaws or as required by law; (iii) perform all other duties incidental to the office of Secretary and such other duties as may be assigned from time to time by the President or Board of Directors.
- d) Treasurer:
The Treasurer shall be responsible for and have custody of, the financial accounts and records, funds and securities of the corporation. Without limiting the generality of the foregoing, the Treasurer shall: (i) collect, receive and give receipts for all amounts payable to the corporation and deposit such receivables in the name of the corporation into such depositories as selected by the Board of Directors; (ii) promptly pay all properly incurred expenditures and liabilities of the corporation; (iii) prepare a monthly financial report to the Board of Directors and such other financial reports as directed by the President or Board of Directors from time to time; and (iv) provide such financial data

and assistance as necessary for the preparation of taxes, financial statements, insurance coverage, or other requirements; (v) serve as custodian of all records and documents of the corporation; and (vi) maintain the membership registration. The Treasurer shall provide corporation documentation information to the Resident Agent specified in Section 1.03 per his /her request.

e) At-large Directors:

The At-large Directors shall direct the business affairs of the corporation in conjunction with the Officers. The President shall nominate an At-large Director to chair a committee, and the committee chair shall seek to recruit the general membership to serve on the committees.

f) Sports Directors:

The Sports Directors shall be responsible for the administration of all aspects of their respective Sports Program. Each Sports Director shall: (i) conduct registration for the Sports Program with the assistance of the Secretary, Treasurer, and the At-large Director, ensuring that registration information is widely available in the community; (ii) establish the teams, recruit coaches and volunteers and secure the facilities and equipment for the Sports Program, with the assistance of the At-large Director (Facilities and Equipment Chairman); (iii) preside over all meetings of their respective Program; (iv) take such action as may be necessary within the guidelines set by the Board of Directors to make the Sports Program; and (v) serve as a member of the Board of Directors. The Board of Directors may override any decision of a Sports Director by a two-thirds (2/3) vote.

Section 6.07 COMMITTEES

The President shall nominate an At-large Director to chair a committee, and the committee chair shall seek to recruit the general membership to serve on the committees. Each At-large Director shall chair at least one committee.

a) Public Relations:

The Public Relations Committee shall be responsible for compiling a quarterly newsletter with sports program information, general news, and messages from any of the Officers and At-large Directors. The committee shall also prepare and distribute school flyers, banners, and handouts that correspond with the sports registration. The committee shall oversee the maintenance of website and social media outlets. The Public Relations Chair shall prepare and submit a report at each Board of Directors meeting. The MVAA Scholarship and Pat Arthur Scholarship are duties that fall under the Public Relations Director.

b) Facilities & Equipment:

The Facilities & Equipment Committee shall help to facilitate field maintenance (e.g. fields, parks and gym's, etc.). The Facilities and Equipment Chair shall be responsible for the maintenance and upkeep of all sports facility equipment owned or used by the corporation (e.g., bleachers, lights, scoreboards, buildings, mowers, etc.). The Facilities and Equipment Chair shall prepare and submit a report at each Board of Directors.

c) Corporate Sponsor / Fundraising:

The Corporate Sponsor / Fundraising Committee shall develop and coordinate fundraising opportunities for the corporation to enable the corporation to meet its goals

and objectives. The Corporate Sponsor / Fundraising Chair shall prepare and submit a report at each Board of Directors meeting.

d) Ethics, Rules, and Regulations:

The Ethics, Rules, and Regulations Committee shall review complaints or issues escalated beyond the Sports Programs. The MVAA Vice-President is the Chair of this committee. Established chain of command is the coach, Sports Director, and then Ethics, Rules, and Regulation Committee. Upon research, interviews, and reviews the Ethics, Rules, and Regulations Chair shall present a report to the Board of Directors for a decision. The Ethics, Rules, and Regulations Committee acts as an advisor to the President and the Board of Directors on matters involving the Constitution, Bylaws, general rules, and sport specific rules. The Ethics, Rules, and Regulations Committee also acts as an advisor on matters involving rule violations and grievances. The Ethics, Rules, and Regulations Committee will make recommendations to the President and the Board of Directors on dispensation of rule violations, i.e., review grievances involving violations of the general and sport specific rules. The MVAA Vice President shall prepare a report at each Board Meeting that covers any Ethics, Rules, and Regulation activities to the Board of Directors.

e) Technology, Cyber and Website:

The Technology, Cyber and Website committee shall manage the logistics for the MVAA website. These duties pertain to security, innovation and design of the website and membership databases. The Technology, Cyber and Website Chair shall prepare and submit a report at each Board of Directors meeting.

Section 6.08 COMPENSATION

No Board of Director, general member, or other volunteer shall be paid for the performance of his or her duties in the conduct of the corporation's business and affairs provided the duties are within the scope of the individual's duties as a volunteer, (Board Member, Coach, Officer, etc.) of the organization. The Board of Directors is empowered to compensate individuals for services outside the scope of their individual duties as a volunteer.

ARTICLE VII. BOARD OF DIRECTORS

Section 7.01 GENERAL POWERS

All corporate powers shall be exercised by or under the authority of the Board of Directors. The Board of Directors shall have full authority to manage and direct the property and affairs of the corporation.

Section 7.02 BOARD OF DIRECTORS

The Board of Directors shall consist of the elected Officers/Executive Board, At-large Directors, and Sports Directors.

Section 7.03 BOARD OF DIRECTOR MEETINGS

The President may call a Special Meeting of the Board of Directors at any time to discuss and/or vote on matters of importance to the corporation. The President shall use a reasonable effort to set a time and place that facilitates attendance of the greatest number of Board members. No action may be taken nor business transacted with respect to any item not properly included on the agenda, unless otherwise approved by unanimous vote of the Board of Directors.

Section 7.04 NOTICE OF MEETINGS

The Secretary shall furnish not less than three (3) and no more than ten (10) days notice of the date, time, location, and the agenda of a Board Meeting and at least twenty four (24) hours notice of any change thereto. Notice may be given verbally, by U.S. mail, email, voice-mail, in person, by telephone, or an alternative method that is reasonably sufficient to inform the members of the Board of Directors and any other party making a presentation at any meeting. Noticed shall be deemed effective when given.

Section 7.05 QUORUM AND VOTING REQUIREMENTS

At any meeting of the Board of Directors, a simple majority of the Board of Directors shall constitute a quorum for the transaction of business. Provided a quorum is present, a simple majority vote of the Board of Directors present shall decide all issues, except as otherwise provided in these Bylaws. The President shall break any tie vote occurring on any transaction voted on by the Board of Directors.

A Board of Director member who is present at a meeting when corporate action is taken shall be deemed to have assented to the action taken, unless he or she objects at the meeting.

The Secretary shall describe in detail the action taken in the minutes and file the results with the corporate records.

Section 7.06 REMOVAL

Each members of the Board of Directors must attend meetings and actively participate in the conduct of the corporation's business, as required by their assigned duties and responsibilities. Any member of the Board of Directors who fails to satisfactorily perform his or her duties or fails to attend three (3) consecutive meetings may be removed by two thirds (2/3) vote of the Board of Directors. The Board is not required to replace the absent member. Any member of the Board may be removed by a two thirds (2/3) vote for misconduct or for failure to follow the rules and regulations of the corporation. A dismissed member may appeal his or her dismissal to the Board of Directors. A majority vote of the membership will affirm or override the Board of Director's action

ARTICLE VIII. CONTRACTS AND FINANCES

Section 8.01 CONTRACTS

The Board of Directors may authorize any Officer or agent of the corporation to enter into any contract or execute or deliver any instrument in the name of and behalf of the corporation and such authority may be general or confined to specific instances.

Section 8.02 FINANCES

General: The Board of Directors shall decide all matters pertaining to the finances of the corporation and shall place all income in the treasury.

Financial Institutions: All monies received by the corporation shall be deposited in a bank and/or an approved financial institution, approved by the Board of Directors, and all disbursements shall be approved by the Board and made by checks signed by the Treasurer and cosigned by the President and Vice President.

Loans: No loans shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name, except as authorized by the Board of Directors by two thirds (2/3) vote.

Insurance: The Board of Directors shall review, maintain, and update all insurance policies necessary to protect the corporation and the volunteers, and to remain compliant with what is considered as generally acceptable insurance policy guidelines for a non-profit youth sports organization. The President may appoint an insurance committee to review the insurance policies and coverage with qualified insurance representatives once a year prior to the policy renewal date. The committee shall provide a report to the Board of Directors no later than one general membership meeting prior to the renewal date.

Annual Review: An annual review shall be conducted of all corporation accounts by a certified public accountant. This does not have to be an audited financial statement.

ARTICLE IX. GENERAL PROVISIONS

Section 9.01 ROBERT'S RULE OF ORDER

“Robert’s Rules of Order” shall be the parliamentary authority for all matters of procedure not specifically covered by these MVAA Bylaws.

In particular: “simple majority” equals greater than 50% vote; “majority” equals greater than 66.6 % (2/3rds.) vote herein.

Section 9.02 AMENDMENTS

The MVAA Bylaws may be amended, repealed, altered, in whole or in part, only by a majority (2/3rds.) vote of the membership. The amendments shall be presented at a General Membership Meeting, Special Meeting, or a Board of Directors Meeting and published within twenty five (25) days of the next General Membership Meeting or Special Meeting for inclusion into the agenda for voting pursuant to Section 5.06 and Section 5.07 of these Bylaws.

Section 9.03 DISSOLUTION

Upon dissolution of the corporation, all corporate assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose.

ARTICLE X. APPENDIX A - ROLE, RESPONSIBILITIES, RULES, AND PROCEDURES

Section 10.01 COACHES CREED

MVAA sponsored sports have been divided into three categories in an effort to provide a challenge to players at all levels of skill and maturity. The three categories are: instructional, intramural, and competitive. Both instructional and intramural leagues shall make every effort within the governing organization guidelines to roster each registering player and provide a minimal amount of playing time as defined by the sports program.

Instructional League: The purpose of the MVAA's instructional leagues is to welcome young children into the world of organized sports. It is the goal of these leagues to teach basic skills while gently introducing the participants to an awareness of the discipline required to perfect these skills. A primary objective shall be to encourage sharing and interaction between team members and an awareness of the responsibility that each individual has to the team. These leagues shall offer an opportunity for each participant to gradually discover the enjoyment to be found in working together towards a common goal.

Intramural League: The MVAA's intramural leagues shall provide each participant with an opportunity to further develop and hone skills and to learn by both instruction and playing experience the fine points of their respective sports. Sportsmanship, self-discipline, and leadership shall be emphasized in an effort to enhance each child's personal development.

Competitive League: The MVAA shall sponsor teams to represent our community in competitive leagues. The members of these teams shall be chosen from the MVAA membership on the basis of athletic ability, desire, an ability to exemplify a team spirit, and cooperation. Good sportsmanship, courtesy, and respect for others, as well as cleanliness and good grooming will be given attention as will improvement of skills and techniques.

In order to endure that the mission and objectives of the corporation are the first priority of every sports program, each coach that has been approved by the Sports Director shall be required to read and to adhere to the Coach's Creed each year.

Section 10.02 DUTIES AND RESPONSIBILITIES

Safety of Program Participants and Others: Coaches must at all times make decisions with the safety of the participants, volunteers, and observers in mind, consistent with the Sports Program rules and regulations. In the event of emergencies or injuries to a participant during a practice or game, coaches must know the proper procedure to follow in order to obtain medical attention. If emergency personnel are needed, coaches shall call 911 and give the location and nature of the accident or injury. Coaches shall maintain good records of all

injuries and report them to the Sports Director for inclusion in their monthly report to the Board of Directors.

Teaching: Coaches shall be responsible for teaching their respective teams the rules of the game and good sportsmanship; and shall, to the extent permitted by time and available resources, provided information and demonstrations to each Sports Program participant in order to help the players develop their individual and team skills.

Rules and Regulations: Coaches shall follow all of their Sports Program's rules and regulations, and in the event of a conflict or question, shall consult with the Sports Director.

Equipment: Coaches are responsible for all equipment issued to them at the beginning of the season by the Sports Director and will be responsible to return the equipment to the Sports Director complete and in good order the last day of their season or as otherwise posted. Any equipment broken and/or otherwise deemed unusable should be returned for an exchange or repair. Coaches are not allowed to purchase any items in the name of the corporation. Sports Directors are responsible for verifying that all equipment being used meets or exceeds the standards, rules, and regulations of the Sports Program. Players/coaches failing to return all equipment issued in good condition, ordinary wear and tear excepted, may not be eligible to return to play or coach the following season unless restitution is made or approved by the Board of Directors. Coaches and players shall use the equipment solely for the Sports Program and for no other reason.

Section 10.03 ESTABLISHING MVAA GENERAL RULES

All MVAA sports will follow the general rules as established herein. All other questions of specific league rules are reserved to the individual sports. Changes, alterations, or amendments to the general rules may be proposed by any six (6) members of the MVAA. Proposed general rules changes will be in the form of an agenda item at a regular MVAA seasonal membership meeting and, announced to the full membership at least one (1) month in advance of that MVAA seasonal monthly membership meeting's date. Approval of the general rules change will require a majority vote (2/3rds.) of the members present at the MVAA seasonal membership meeting at which a quorum is present.

Section 10.04 ESTABLISHING INDIVIDUAL SPORT RULES

All MVAA sponsored sports will follow general league and official sport rules as modified by the MVAA sport specific rules. These general league and sport specific rules will be established and published for each MVAA sport prior to the sports registration date. A copy of the rules shall be made available upon request. Changes or additions to accommodate MVAA policy or league requirements may be instituted. Changes in general league rules may originate with coaches, Sport Directors, or any active MVAA member who submits the proposed change as an agenda item in advance of a regular MVAA seasonal membership meeting. Changes must be proposed at least one meeting prior to voting and prior to registration for the individual sport. Approval of changes will require a majority (2/3rds.) vote of members present at the MVAA seasonal membership meeting at which a quorum is present. General league rules will not be changed during the season.

Establishment or modification of sport specific rules for unforeseen circumstances not covered under general league rules will be by majority (2/3rds.) vote of the sport's coaches with the Sport Director acting as the tie-breaker if necessary.

Section 10.05 PLAYER ELIGIBILITY

All MVAA sports will publish clear and distinct guidelines regarding player eligibility prior to sport registration. These guidelines will be made known to all players, parents, and coaches. Guidelines will be strictly enforced.

Section 10.06 PLAYING TIME

Instructional and Intramural Leagues Playing Time: All players in these leagues must play more than 25% of each game and practice. Individual sport rules will clearly define how individual playing time will be accomplished.

Competitive Leagues and Tournament Playing Time: Players on these teams are representing the MVAA in a competitive league or tournament play. The Head Coach will make the final determination of playing time in the competitive leagues and tournament play in accordance with Section 10.01 of the MVAA Bylaws.

Section 10.07 ACCIDENTS

The MVAA will not be responsible for any accidents to player, parent, spectator, or official. The MVAA does not authorize medical treatment given by any league official, i.e., coaches, Sport Director, MVAA members, or members of the Board of Directors. It is strongly recommended that MVAA league officials not move injured persons or administer medical assistance until trained personnel have arrived. The MVAA will provide coaches and Sport Directors with the necessary information to promptly secure medical help from a doctor or paramedic. Parents will be promptly notified. Any injury or medical condition which causes a player to leave an organized sport activity will be recorded in a medical report by the player's coach and be provided to the Sport Director for inclusion into the monthly report to the Board of Directors. Serious injuries will be reported to the President or a member of the Board of Directors immediately.

Section 10.08 GENERAL CONDUCT

Sports Directors are empowered under section 6.06(f) of these Bylaws to administer their Sports Program. The grant of authority under section 6.06(f) is comprehensive and includes the authority to discipline any members associated with the Sports Program as the Sports Director deems appropriate, subject to override by a 2/3 vote of the Board of Directors.

MVAA members are expected to act appropriately at all youth sports events. The Board of Directors is also authorized to suspend or otherwise sanction members, as it deems appropriate, for conduct determined to be detrimental to the MVAA.

Section 10.09 PARENTAL/PLAYER COMMITMENT

Volunteers for the MVAA are charged with the duty of providing our children with an opportunity to develop positive social values which will serve them as adults. One

method of accomplishing this is by teaching the participants to operate under a “team concept” philosophy. By definition. The individual becomes a part of a whole and learns to put the good of the team and his/her teammates ahead of self. The operating policy requires strong commitment from both parents and players from the first practice, throughout the season, to the final game. For example, the whole team is hurt when a player becomes an integral part of a team and misses practice and/or games to an excess. It is therefore strongly recommended that both parent and player evaluate the amount of time to which a family will be committed before joining a team. The lessons to be learned through association with the MVAA can be invaluable. However, for maximum effectiveness, they need to be reinforced by the parents. This requires a commitment from both parents and players.

Section 10.10 RULE VIOLATIONS

Any player who violates the eligibility rules and regulations of the specific league shall be suspended from participation in that sport.

Officials shall submit a written report concerning ejections of coaches, players, or spectators to the Sport Director. Persons ejected are subjected to disciplinary action. Any person ejected from a game, or who is suspended by the Sport Director shall, during pre-game activities, during the game, and immediately following the game remain at least 100 feet from the playing area.

Consumption of alcoholic beverages or the use of drugs is strictly prohibited by the MVAA. Any coach, manager, or player who consumes alcoholic beverages and/or appears under the influence of the same, or drugs, when dealing with children or other players during practice or games shall be suspended. The Sport Director shall be notified immediately of this offense. No coach shall smoke or use tobacco products during practice or games.

There shall be no intentional roughness on the part of any player during practices or games. If a major infraction or a second offense occurs the offender will immediately be ejected from the practice or game.

Unsportsmanlike gestures, language, talk, or profanity is prohibited. If a minor infraction and a first offense, a warning shall be issued by the official to the offending player’s coach. If a major infraction or second offense, the offender will be immediately ejected from the game.

Bickering or complaining about officiating decisions is strictly forbidden. If a minor infraction and a first offense, a warning shall be issued by the official to the offending player’s coach. If a major infraction or second offense, the offender will be immediately ejected from the game.

The coach has the responsibility to control spectators backing or supporting a team. If a minor infraction and first offense, a warning shall be issued by the coach to the offending spectator. If a major infraction or a second offense, the offender will be immediately ejected from the game.

There shall be on hand, at all times when an organized sport activity is in progress, at least one adult who is responsible for the management and conduct of each

participating team. If ejection from a game of an adult(s) shall cause a violation of this requirement, the game shall be declared a forfeit to the opposing team.

Section 10.11 SPORTSMANSHIP

The MVAA philosophy places emphasis on clean play and sportsmanlike conduct. Sportsmanship is the heart of these attributes. The definition of “sportsmanship” includes fairness, courteous resolutions, and graceful acceptance of results. It is the Sport Directors responsibility to assure that the coaches are familiar with this standard and act accordingly. The Sport Directors must assure that his/hers own actions reflect these attributes in order to pass them along to the children. The Sport Directors and coaches must assure that players display sportsmanship during instructional, intramural, and especially on traveling teams while representing the community.

The Sport Directors shall make every effort to assure that the coaches are fully versed in safety standards. All play, practice, or games shall be done in a safe manner. Unsafe play, either on the field or on the sidelines, will not be tolerated. All unsafe practices shall immediately be brought to the coaches and Sport Director’s attention. The Sport Director or coach has the authority to put an immediate stop to unsafe activities and if individuals refuse to cooperate they may be asked by the Sport Director or coach to leave the area. Any unsafe activity should be brought to the attention of the Board of Directors.

Section 10.12 PRACTICE RESTRICTIONS

The Sport Director shall establish restrictions for practice. Once a maximum number of practices per week has been established. This number must be strictly adhered to by all coaches. This is done to assure fairness to all children involved. Each coach should attempt to have as many practices as he can schedule, not to exceed the maximum number established for the sport, to provide the maximum instruction possible.

Section 10.13 ADHERENCE TO MVAA RULES

The general and sport specific rules published by the MVAA shall be strictly adhered to by the Sport Directors and all volunteers. Deviations from the approved rules will not be tolerated. The rules will be modified from time to time in order to keep them current and provide the maximum safety for the children involved.

Section 10.14 SPORTS PROGRAM BUDGETS

The Sport director shall prepare a budget to be submitted to the Board of Directors at the October general membership meeting for review and discussion. The budget shall include the funds and expenses necessary to run the program over the next year. The Board of Directors shall review public comment and update the budgets at the November general membership meeting. The budgets shall be fixed and adopted at the Annual Meeting in December.

Section 10.15 MVAA MEETINGS

Dates and objectives for the MVAA meetings

- i) 1st Thursday in February is a Seasonal Meeting
- ii) 1st Thursday in June is a Seasonal Meeting
- iii) 1st Thursday in October is a Seasonal meeting and prepare a budget for the next fiscal year to be submitted to the Board of Directors for review and discussion
- iv) 1st Thursday in November shall review public comment, update the budgets and nominate the following year's Executive Board and Directors
- v) 1st Thursday in December, The Annual meeting is where the budgets shall be fixed and adopted, and elections will occur

REGISTRATION

Registration will be held electronically, unless a specific sport deems otherwise. An email to MVAA members will sent out a minimum of 1 week before the start of registration. The email shall include the sports available during registration, the allotted registration dates, and date a late fee will or can incur.

If a member does not have access to internet for online registration, that member has the ability to register through the MVAA office.

If a sport does not participate in online registration, the director of the sport has the responsibility to organize the registration details.

ADDENDUM TO
THE MIDDLETOWN VALLEY ATHLETIC ASSOCIATION, INC. BYLAWS
12-01-2022

The following was approved at the MVAA Board Meeting on December 1, 2022:

The organization agrees to abide by all rules, policies, and regulations of MSYSA, US Youth Soccer, and US Soccer.

The organization will register all players, coaches, and teams who participate in the organization's programs with MSYSA and other US Soccer members at least annually and pay the appropriate registration fees to comply with US Soccer's 100% affiliation rule.

The organization will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.