

Runnemedde Youth Athletic Association Bylaws

Amended 6/11/2013

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**Article I
NAME**

This organization is known as the Runnemede Youth Athletic Association, Inc., and is incorporated with the Secretary of State of the State of New Jersey in accordance with the State laws regarding non-profit organizations. The charter of the organization is on display in the clubhouse. The official colors of this organization are green, white and black or any combination thereof.

**Article II
OBJECTIVES**

Section 1) The objectives of the Runnemede Youth Athletic Association, Inc. shall be to implant firmly in the youth of the community the ideas of sportsmanship, honesty, discipline, courage and reverence so that they may carry these principles, along with the teaching and guidance of their parents and educators, from their adolescent years into adulthood.

Section 2) These objectives will be achieved by providing supervised, competitive athletic programs and games. The supervisors shall bear in mind that the attainment of exceptional skills or the winning of games (although encouraged by practice and repetition) is secondary, and molding of future adults is the prime purpose of this organization.

**Article III
OFFICERS & TRUSTEES**

Section 1) The R.Y.A.A. shall be directed by a duly elected Executive Committee consisting of a President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer and Assistant Treasurer. This committee shall be elected at the first meeting night in February with the newly elected officers beginning their term on the last meeting night of February. This committee shall be elected by a majority vote of a quorum of the eligible voting members present on election night. (An eligible voting member being one who attends 12 or more of the regular business meetings during the year, of the twelve, a member must attend 50% of the regular meetings in any 90 day period preceding a vote. Meeting attendance will include the 1st meeting of February for elections of officers and trustees)

Section 2) There shall be a duly elected Board of Trustees consisting of six members who shall be elected at the annual election meeting night, and shall serve as follows: Each year two trustees will be voted into office for a two year term.

The Board of Trustees shall be appointed by majority vote a member to fill the unexpired term of a trustee who has resigned or who has been removed. Ex: If a the trustee that is leaving office is up for re-election in 2010, then the newly appointed trustee term will also be until 2010. (Adopted 4/8/08)

Section 3) The Executive Committee and the Board of Trustees must attend at least one business meeting per month or may be recalled by the majority vote of quorum of the voting members present at a regular business meeting and may be replaced by an appointed member. The President shall appoint a member to fill the unexpired term of an Executive Committee member who is recalled. The Board of Trustees shall appoint, by majority vote, a member to fill the unexpired term of a Trustee who is recalled.

Section 4) The following rules shall govern eligibility for office:

A. Any member of the organization, in order to become eligible to serve on the Executive Committee or Board of Trustees must be an eligible voting member.

B. The Executive Committee shall be elected annually. All Executive Committee members are eligible to be re-elected for consecutive terms of office.

C. Nominations for the Executive Committee and the Board of Trustees shall be held from the 1st and 2nd meeting of January of each year. The election shall be held on the 1st meeting night of February, and the newly elected officers shall begin their term of office on the second meeting night in February of each year.

All eligible members nominated for any office must be present or contacted by Corresponding Secretary to see willingness to hold an office and what particular office. Any member nominated and defeated for one office may be nominated and run for another office. This may be done on election night. No one may hold more than one elective office. The Recording Secretary will post on the bulletin board the list of members who have attended the required meetings to be nominated for office and a list will be posted showing the names of those members who are eligible to vote only. Both these lists will be posted on the first meeting night of January each year.

D. Voting shall be done by secret ballot only, and the votes will be counted by a committee appointed by the President consisting of three members of the Existing Committee or Board of Trustees (any three members of either committee or combination of three from both committees).

E. The business and term of office year will begin the second meeting night in February and will end the first meeting night in February.

Section 5) Duties and powers of the executive committee

A. President:

1. Preside over all meetings of the general body and executive committee.
2. Call meeting when lawfully requested. (This is in the event of an emergency meeting to be held on a night other than the regular scheduled meeting.)
3. Appoint all committee chairmen immediately at first meeting of new term, with person serving role starting 2nd meeting of February.
4. Appoint eligible voting members to all Executive Committee not filled at election time, first term of office.
5. Appoint eligible voting members to all Executive Committee that become vacant, assigned by second general meeting following the vacancy. (All officers appointed in this fashion must run for election at the end of the current year even though the term they are appointing to have additional years remaining.)
6. Perform all assignments as directed by the body.
7. Act as a member ex-officio of all committees.
8. Act as liaison for the R.Y.A.A. in all business concerning the R.Y.A.A. Auxiliary.
9. Cast the deciding vote in the event of a tie on any vote taken by the general membership or the Executive Committee.
10. The President shall appoint the Commissioners for the following activities:
 - a.) Baseball (he\she shall be in charge of all leagues involved)
 - b.) Basketball (one person shall handle the Senior and Junior leagues)
 - c.) Soccer
 - d.) Any other sport adopted

B. Vice-President

1. Act as the presiding officer in the absence of the President at all general membership meetings and meetings of the Executive Committee.
2. Act as liaison with the R.Y.A.A. Auxiliary if the President cannot attend a scheduled meeting.
3. Assist the President as required.
4. Assume the office of the President if it is vacated, and remain in the office for remainder of the year.
5. Act as liaison with the borough counsel or appoint alternative executive committee member to fill that role.

C. Recording Secretary

1. Record and provide the minutes of all general membership meetings.
2. Keep the records for all Executive Committee meetings and any other emergent meetings for the R.Y.A.A3. Post the list of those eligible to vote and run for office by the first meeting in January.
4. Keep attendance. In the absence of the Recording Secretary, the President will appoint a person to keep attendance.
5. Record contact information on new members attending their first meeting.

D. Corresponding Secretary

1. Read all the communication directed to the organization to the body.
2. Notify all eligible voting members of any vote that requires their notification providing time, place, and subject to be voted upon.
3. Handle any and all correspondence deemed necessary by the body, the Executive Committee, and the Board of Trustees.

E. Treasurer

1. Receive all monies to be deposited to this organization, depositing same in the appropriate bank account in the name of this organization: Runnemedede Youth Athletic Association Inc.
2. Disburse organizational funds only upon receipt of proof of purchase (this is for disbursements within the approved budget for any sport) and only disburse funds for any other purpose upon receipt of a bill and the body voted approval for such payment.
3. The treasurer shall act as member ex-officio of all committees concerning finances which result in disbursement of funds.
4. Submit all bank statements, cancelled checks, books, records, ect. To the Board of Trustees for an audit at the end of each sport year (July, December, April). An audit for the entire previous year will be made by the Board of Trustees at the start of any new business year so that any new officers, as well as old officers, will be protected with regard to the handling of the organization funds during the course of the year.

F. Assistant Treasurer

1. Assist the treasurer in his\her duties.
2. Sign the checks and handle all records in the absence of the Treasurer,
3. Assume the duties of the Treasurer if the Treasurer's office is vacated, and remain in the office for the remainder of the year.
4. Verify equipment within 30 days of the end of the season of all sports.

G. Duties of the Board of Trustees

1. Aid and assist the Executive Committee in all undertaking of the R.Y.A.A.
2. Audit the financial records of the organization at the end of each sport year, as well as an audit for the entire previous year, at the start of each new business year. The trustees will report the results of the audit to the body at the first business meeting held after the audit is completed.
3. Assist in formulating a budget for the entire organization based on the separate budgets submitted by each sport or committee in need of money to function. Submit this budget to the body for approval. The budget will be formulated on estimated revenues.
4. Select an attorney to represent the organization in all matters that could require a legal opinion or legal documents to be drawn up in order to protect the interests of the R.Y.A.A. The attorney will advise the organization as to the legal course of action and in no way will speak for the organization unless given the authority by the Executive/Trustee Committee upon approval of the body. The selection of the attorney will be done by the Board of Trustees with the joint approval of the Executive Board.

5. Recommend for approval of the body, any over-budgeted expenses from any sport or committee, of such approval is warranted upon review of any such requests. If the trustees disapprove the over-budget request, no expenditure will be made.
6. Trustees will have the authority to hire a CPA if they deem necessary.

Article IV MEETINGS

Section 1) Roberts's Rules of Order will guide the proceedings of all meetings, except where they conflict with the adopted By-Laws of the R.Y.A.A

Section 2) The regular scheduled business meeting night shall be determined and adopted by the body at the first meeting of the new Executive Committee's term, which is the second meeting in February.

Section 3) No meeting can be conducted as a formal meeting unless there are at least seven members, two of whom must be elected executive officers. Any issue that requires a vote, there must be ten members in attendance, two of whom must be elected executive officers. Refer to Article IX for voting procedures.

Section 4) Meetings must be presided over by the President, or if unavailable, the Vice President.

Section 5) Meeting times may be changed to different days or hours during the year depending on the sport that is in season at the time. Any change in day or time must be voted on during a regular meeting by the eligible voting members of the body. All board members and trustees must be notified via email of the changes and it must be immediately posted on the website.

Section 6) The Executive Committee and the Board of Trustees shall hold a joint meeting prior to the start of each sports season to formulate policy to be discussed at future general business meetings.

Section 7) Order of business at all general meetings will be:

- A. Call to order by the presiding officer.
- B. Roll Call of officers and trustees.
- C. Verification of a quorum.
- D. Introduction of new members and or guests.
- E. Review of the minutes of the previous meeting by the recording secretary. If there are no corrections, approve the minutes and make them a part of the official record.
- F. Treasurer's report.
- G. Communications and Bills.
- H. Committee reports
- I. Trustee report.
- J. Old business.
- K. New business.
- L. All members present accounted.
- M. Adjournment.

Article V HEAD COACHES, MANAGERS & ASSISTANTS

Section 1) The requirements and eligibility off all head coaches, managers and assistants are part and parcel of the playing rules of each sport involved. Please refer to the Code of Conduct section. It will be the responsibility of these individuals to see that rules are enforced. The R.Y.A.A. Executive Board will address any violation of the rules. Any violations may result in discipline up to and including suspension and /or removal from league coaching, managing, and assisting.

Section 2) The R.Y.A.A. Executive Board strongly encourages that these individuals attend at least one meeting per month during their coaching season.

Section 3) Any person, who volunteers to be a head coach or manager, must undergo background checks and should be at least 18 years of age. Prior coaching service does not exempt any person from background checks.

Section 4) Any person, who volunteers to be a head coach, manager and/or assistant, must complete an online concussion course and present a copy of the certificate.

Section 5) Any person, who volunteers to be a head coach, manager and/or assistant, shall not be paid for their coaching services nor receive special discounts on registration fees for members of their family.

Section 6) Any person, who volunteers to be a head coach or manager, shall not be allowed to lead more than one team during the same season. If there is a shortage of volunteers, the request shall be placed under review and go through an approved process by the voting body or sports specific committee.

Section 7) The R.Y.A.A. does not provide consent to any person, who volunteers to be a head coach, manager and/or assistant, to post pictures/videos of players of any sports team on social media websites or use for any form of advertising. These individuals shall address this request separately (from the R.Y.A.A.) with the parents/guardians of both the players on his/her team and the opposing team.

Article VI MEMBERSHIP

Section 1) Any person 18 years of age or older, having an interest in the R.Y.A.A. may become a general member upon the third meeting within a twelve month period.

Section 2) All members may vote on a motion presented on the floor at a general meeting, with no restrictions as to the number of meetings attended, unless the subject voted on requires Article IX to be invoked.

Section 3) A voting member will only be eligible to vote for a By-Law change or for elections of officers and trustees if he/she has attended 50% or more of the regular business meetings during the year. Of the 50%, a voting member must attend 50% of the regular meetings in the 90 day period preceding a vote.

Section 4) A member will only be eligible to hold elective office on the Executive Committee or on the Board of Trustees if the person is a voting member.

Section 5) The Executive Committee plus the commissioner of the sport involved, if applicable, acting as a body, shall have the authority to suspend any member, officer, trustee, manager, head coach, assistant coach, player or anyone else connected with the organization. Such charges may be submitted by any member of the organization, in writing, and will be reviewed by the Executive Committee/Trustees Committee to ascertain whether or not these charges warrant action as described above. In the event of such a suspension, the party who is suspended may appeal this suspension at a regular meeting of the body. After the appeal is presented, a vote will be taken and a 2/3 majority of the voting members present will determine whether or not the suspension will stand. All appeals must be presented to the body at the next regular scheduled business meeting after the suspension is given. Failure to appeal at this time will result in the decision of the Executive/Trustee Committee as being final and irrevocable.

Section 6) Any member or guest whose conduct is detrimental will be subject to the following minimum suspensions:

- A. First offense: Probation*
- B. Second offense: One week suspension*
- C. Third offense: Three months suspension*
- D. Fourth offense: Permanent suspension*

Depending on the severity of the offense, the Executive Committee reserves the right to impose a more severe consequence, up to and including permanent suspension.

Article VII
GOVERNING & MONETARY POLICY

Section 1) All appointments made by the President and/or Board of Trustees must be approved by the majority of the full Board and then voted on by the body at the next general business meeting. This includes:

- A. Appointments made because of a vacancy caused by a position not being filled following elections
- B. Appointments made because of a vacancy caused by resignation or removal
- C. All Committee Chair people and Sport Commissioners/Representatives
- D. Attorneys and CPA's to be used by the organization as needed.

Appointments must be made within one month of the vacancy being created or the board will decide upon the appointment in full.

Section 2) Managers/Head coaches of all travel teams will be appointed by the Travel Commissioner for that sport and announced at a general meeting. No vote is required but the board/body may express any concerns they see. Managers/Head coaches of all in-house teams will be appointed by the Commissioner of that sport and announced at a general meeting. No vote is required but the body/board may express any concerns they have.

Sections 3) The body has final approval on all budgets submitted by individual sports or other committees as well as the overall budget. The overall budget will be developed by the Trustees and Treasurer with input from the various committee leaders following the elections each year and presented at the first meeting following elections. Individual sports budgets must be created by the Treasurer, Commissioner of the sport and Committee Leaders at least a month before registrations so that proper notice can go out as to registration costs in a timely fashion before registrations are held. This budget will be presented at a general meeting at least one month before the first registration.

Sections 4) Bills to be paid must have a valid invoice/receipt and be within the approved budget to be approved. If a bill exceeds or was not included in the given budget, it requires Trustee recommendation regarding exceeding the budget along with body approval to pay. No bills will be paid without these approval steps.

Sections 5) Where possible all bills should be paid during the course of the general meeting. If a bill must be paid outside of the general meeting due to time constraints, the board must be notified of the payment at the time and it must be reported at the next meeting to the full body as part of the Treasurer's Report. Any item requiring additional approval because of it being outside of the budget still must get those approvals before being paid.

Section 6) Bills paid by check must be countersigned by the President or Vice-President and the Treasurer or Assistant Treasurer following approval. No bills are to be paid in cash. All checks must have the signature of either the Treasurer or Assistant Treasurer.

Section 7) The RYAA has eight bank accounts: Safety, Fundraising, Auxiliary, Sponsors, General, Baseball, Basketball and Soccer. These accounts are currently created to fund the following; however the Board may move to change the purpose of these accounts at any time by majority vote.

- A. *General* – handles overall expenses not specific to one sport including insurance, utilities, good and welfare, etc. Funded by the Borough stipend and fundraising activities
- B. *Sponsors* – set up to handle large capital expenditures following the recommendation or approval by the Trustees. 25% of all revenue goes to the General fund.
- C. *Fundraising* – captures the money made from various fundraising activities directed by the Auxiliary committee. 25% of all revenue goes to the General Fund
- D. *Auxiliary* – funds the concession stand purchases and receipts. Also pays for umpires and referees. This money is turned over to the specific sport at the end of each season.
- E. *Safety* – funded by a budgeted amount to be received from each in-season sport and used to cover ice packs, first aid supplies and other safety related items.
- F. *Sports Accounts* – funded by registrations and concession income. \$5 per player goes to general account. All sports are intended to be self-funding.

Section 8) Financial Records shall be audited as follows. Sport accounts should be audited following their seasons (April, July, December). Other accounts should be audited following elections in addition to the end of each sport season. These audits should be done by the Trustees with the assistance of the Treasurer and Assistant Treasurer.

Section 9) Selection or change of banks to be used is the responsibility of the Trustees

Section 10) Motions passed as temporary changes or that comes from outside requests are in effect only for the current year/season and would need to be voted on once again the following year if a motion is presented. Any permanent changes to the By-Laws would be handled per Article IX

Section 11) An attorney will be used to handle all business that involves the preparation of legal documents. Decisions made must still be submitted to the body for final approval before they are implemented

Section 12) If a sport desires to cease operation or continue independently of the RYAA a proposal will be brought to a regular business meeting for discussion. No vote can take place until written notice has been sent of the vote per Article IX. If the body does vote to approve all insurances must be cancelled and budgeted money approval will be rescinded. The sport will then be considered an outside organization. The separation should be documented and signed both by RYAA representation and that of the leaving sport showing the terms and conditions. This is the responsibility of the Trustees and can involve legal counsel if they feel the need.

Section 13) Outside organizations wanting to use the RYAA facilities must submit their request in writing for the body to vote on as per Article IX. The Corresponding Secretary will notify the outside organization of the result of the vote in writing outlining the specifics of the agreement (dates, costs, limitations, etc.). If approved the approval does not include use of clubhouse or concessions, only the designated field or fields. Insurance is required from the outside organization. The body will decide if a deposit is needed on a case by case basis and when deposits can be returned. All agreements are for one season only and can be renegotiated in subsequent seasons.

Section 14) Bills paid by credit card must be done only by designated signers for the organization. The person making the purchase must communicate the purchase to the full board immediately and submit the required receipt/invoice at the next business meeting. The expense must be within the approved budget. Any expense outside of the approved budget cannot be paid by credit card until it has been approved by the Trustees and the body. Where possible the credit card should be used only for emergencies. No purchase should be made without the knowledge of the Treasurer to ensure that funds exist to cover the expenses.

Section 15) Registration payments that are not honored (NSF, closed account, etc.) are the responsibility of the sport commissioner to follow up on once notified by the Treasurer. Players should not receive uniforms or be allowed to play in games until payment is made.

Article VIII PLAYING RULES

Section 1) Local playing rules of this organization shall be set up by the Rules Committee and/or Sport Specific Committee then presented to the body at a meeting to be held at least one month before the first scheduled game of that sport is to be played. Any rule not covered by the local playing rules will be decided by the playing rules governing that particular sport. Baseball shall follow rules and regulations of Little League Baseball. Soccer shall follow rules and regulations of South Jersey Soccer League (SJS�), New Jersey Youth Soccer (NJYS), US Youth Soccer and/or Federation Internationale de Football Association (FIFA). Basketball shall follow rules and regulations of New Jersey State Interscholastic Athletic Association (NJSIAA) and/or National Collegiate Athletic Association (NCAA).

Section 2) All voting to have rules approved or amended will be done in accordance with the voting procedures contained in Article IX.

Article IX VOTING PROCEDURES

Section 1) The By-Laws, anything requiring a special vote, anything to be amended or repealed, or any special vote on any section of these Articles; may be amended or repealed by a two-thirds (2/3) majority vote of all eligible voting members (as previously defined) present at the business meeting designated as the night these proposals will be voted upon. A 2/3 majority is calculated using only votes “FOR” or “AGAINST”. An “ABSTAIN” vote is not used in the calculation.

Section 2) Each eligible voting member shall be notified of such a vote by the Corresponding Secretary. The notification shall be in the form of personal contact via email or telephone indicating the time and place of the meeting; and the subject to be voted upon. Notification shall be completed by the Friday preceding the scheduled vote.

Article X COMMITTEES

Section 1) The RYAA will be constituted on the following standing committees: Fields and Buildings, Auxiliary, Equipment, Webmaster/Social Media, Scheduling, Registrar and Safety. Other committees may be created temporarily or permanently at the Board’s discretion.

Section 2) Chairpersons will be appointed for each committee following annual elections by the President at the next meeting after elections. If these appointments are not made in the designated timeframe, the Board will meet as a whole to fill these positions. All appointments will be voted on by the body at the following business meeting.

Section 3) Committee Chairpersons will all be included in the agenda of the regular business meeting to report on any issues or activities involving their committees.

Section 4) Committee Chairpersons can appoint as many assistants as desired/needed to be a part of this committee without any vote being needed. The Chairperson is ultimately responsible for what his/her committee does or doesn’t do. They may also call meeting whenever necessary but should inform the president of the meeting (and Treasurer if it involves Financial Matters).

Section 5) The general responsibilities of each committee include but may not be limited to the following:

- A. *Field and Buildings* – Plan and run pre- and post-season field days, repair of property, equipment and land. Organize field set up and clan up, inventory R & M items owned and keep ample supply, request outside fields as needed
- B. *Auxiliary* – Management of Concession Stands, fundraiser supplies for registration, picture day, sponsors, and fundraising events.
- C. *Equipment Manager* – order and distribute equipment and uniforms to teams before season. Order and distribute year-end awards, collect equipment and uniforms as needed at season end, keep inventory of equipment and uniforms.
- D. *Webmaster/Social Media Coordinator* – keep website, social media pages updated with current forms, meeting minutes, etc., post upcoming dates (registrations, tryouts, fields days, events, etc.), keep standings and schedules updated for in-season sports, post necessary messages to parents, coaches, keep league calendar up to date, links to pertinent sites
- E. *Schedules* – Maintain game, practice, referee, concessions, and clean-up schedules
- F. *Registrar* – Run pre-season registrations, keep database of contact information and age/grade breakouts for each registrant to be used for tryouts, drafts, coaches’ contacts, and future contact use, collect all money from registrants and follow-up on non-payments or bad checks.
- G. *Safety/Insurance* – keep insurance current and low-cost, handle injury reports, work with outside insurers, safety clinics, continuing education, certifications, order and distribute safety supplies

Article XI STANDARDS

Section 1) Good and Welfare:

- A. In the event of injury or illness requiring hospitalization to any member of the R.Y.A.A., or to his/her spouse, or to their child (not a player in an R.Y.A.A. sponsored activity or sport); the organization will send an appropriate card.
- B. In the event of injury or illness requiring hospitalization to any R.Y.A.A. sponsor or his/her spouse or child (not a player in an R.Y.A.A. sponsored activity or sport); the organization will send an appropriate card.
- C. In the event of injury or illness requiring hospitalization to any player involved in an R.Y.A.A. sponsored activity or sport, the organization will get the an appropriate gift not to exceed \$50.00.
- D. In the event of the death of any R.Y.A.A. member, their parent, spouse, or child (not a player in an R.Y.A.A. sponsored activity or sport); the organization will send flowers (not to exceed \$50.00) or an appropriate condolence if the family prefers no flowers (not to exceed \$50.00).
- E. In the event of a death of a sponsor, their parent, spouse, or child (not a player in an R.Y.A.A. sponsored activity or sport); the organization will send an appropriate message of condolence.

Section 2) Championship Awards: All acknowledgment trophies and awards will be contingent on the financial ability of the R.Y.A.A. to afford such expenditures. The responsibility for deciding on the ability of the R.Y.A.A. to afford such expenditures will rest with the combined Executive/Trustee Committee. Expenditures per player is limited and not to exceed \$50.00 for all players on championship winning teams.

- A. R.Y.A.A. In-House Sports Teams: All members of the championship team in the different Sports and age groups will receive First Place trophies. All members of the runner-up team in the different age groups will receive Second Place trophies.
- B. R.Y.A.A. Travel Sports Teams: All members of the Travel Championship team in the different competitive age groups will receive appropriate jackets or other attire instead of trophies in accordance with section 2 of this article.

Section 3) Participation Awards: All players completing in the RYAA In-House sports activities of all age groups will receive a participation award (medal or trophy), except for the First Place and runner-up teams which will receive other trophies.

Section 4) All-Star Awards: R.Y.A.A. In-House Sports Teams: Players named to the All-Star Team competing in the different age groups will receive an R.Y.A.A All-Star T-Shirt and participate in the seasonal All-Star game for their age group.

Section 5) Individual Athletic Awards – None (Such as best hitter, fielder, pitcher, scorer, etc.)

Section 6) All R.Y.A.A acknowledgments, trophies, and awards must be approved by the Executive/Trustee Committee.

Section 7) Any Acknowledgments, Trophies, Medals and Awards not approved by the Executive/Trustee Committee of the R.Y.A.A and presented to individual players or teams by any Coach, group of Coaches, Parents, and or other groups must be conducted off any and all R.Y.A.A. premises or where R.Y.A.A functions are conducted.

Section 8) No Financial Gifts or Financial Awards. No Coaches, Commissioners, and or Board Members will offer, promise or provide any financial incentives of any kind to a registered R.Y.A.A. player. This includes but not limited to cash or financial favors in order to improve or promote an unfair advantage of the performance of an individual player of any age group and of sport that is organized under the R.Y.A.A. organization. The promotion of financial incentives discourages the act of sportsmanship and diminishes the promotion of team spirit.

Section 9) All Awards won by Tournament teams shall be officially presented to the President of the R.Y.A.A. by the manager or coach of that sport at the next general meeting.

**Article XII
RYAA AUXILIARY**

Section 1) The RYAA Auxiliary is a committee formed to manage concession stands, fundraiser supplies for registration, picture day, sponsors and fundraising events.

Section 2) All activities of the RYAA Auxiliary are subject to the approval of the Executive Committee.

**Article XIII
RYAA LITIGATION POLICY**

Section 1) Any person that has pending litigation against the R.Y.A.A. and any family relative or member of the family household, shall be prohibited from coaching for the R.Y.A.A., cannot participate in any R.Y.A.A. sport and precluded from attending or participating at R.Y.A.A. meetings. (Adopted 2/13/07)

If any person has pending litigation against the R.Y.A.A. due to an issue with the R.Y.A.A. insurance carrier for unpaid medical expenses or any other unpaid insurance claims shall be allowed to coach and shall be allowed to attend all R.Y.A.A. meetings. (Adopted 3/27/07)

Section 2) Any persons that has had pending litigation against the R.Y.A.A. and the lawsuit has either been settled or dropped must be voted back into the organization according to Article IX of the bylaws. (Adopted 3/27/07)

A. Any person that is voted back into the organization will be considered a new member. (Adopted 3/27/07)

B. Any person that is NOT voted back into the organization shall be prohibited from coaching for the R.Y.A.A. and precluded from attending or participating at R.Y.A.A. meetings. (Adopted 3/27/07)

C. Any person that is NOT voted back into the organization may appeal after 180 days by submitting a written request to the organization. The organization will listen to the appeal and then a vote will be taken at the next scheduled general meeting. The vote will go according to Article IX of the bylaws. (Adopted 4/24/07)

**Article XIV
RYAA CODE OF CONDUCT**

Preamble:

Interscholastic and youth sports programs play an important role in promoting the physical, social and emotional development of children. It is therefore essential for parents, coaches and officials to encourage youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in youth sports events should be models of good sportsmanship and should lead by example by demonstrating fairness, respect and self-control.

Excerpt from the State of New Jersey Model Athletic Code of Conduct

Every parent, guardian, player, coach, official and spectator will be responsible for their words and actions while attending, coaching, officiating or participating in a RYAA event and shall conform their behavior to the following code of conduct:

1. Do not personally engage in or encourage any other person to engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
2. Do not personally engage in or encourage any other person to engage in any behavior which would endanger the health, safety or well-being of any coach, parent, player, participant, official or any other attendee.
3. Do not personally use or encourage any other person to use drugs or alcohol while at a youth sports event and will not attend, coach, officiate or participate in a youth sports event while under the influence of drugs or alcohol.
4. Do not personally engage in or encourage any other person to engage in the use of profanity.
5. Treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability. Encourage others to do the same.
6. Do not engage in or encourage any other person to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
7. Do not initiate or encourage any other person to initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.

8. Do not personally enter or encourage any other person to enter the field of play for the purpose of physically or verbally abusing or confronting players, coaches or officials.
9. Do not personally throw, or cause to be deposited, or encourage any other person to throw, or cause to be deposited, any object on the field of play.

If anyone fails to conform their conduct to the foregoing while attending, coaching, officiating or participating in any RYAA event, they will be subject to disciplinary action, including but not limited to the following in any order or combination:

- Immediate ejection from RYAA event*
- Probation*
- One week suspension*
- Three months suspension*
- Permanent suspension*

Depending on the severity of the offense, the Executive Committee reserves the right to impose a more severe consequence, up to and including permanent suspension.