

# **BY-LAWS OF THE WARMINSTER BASKETBALL ASSOCIATION**

In these By-Laws the following words and terms shall have the following meanings:

BOARD - shall mean all Board members

EXECUTIVE – shall mean President, Vice Presidents Intramural Boys & Girls, Treasurer, Secretary, Vice Presidents Travel Boys & Girls (when necessary)

ASSOCIATION - shall mean Warminster Basketball Association

PRESIDENT - shall mean President of the Association

VICE PRESIDENT INTRAMURAL - shall mean Vice Presidents of Intramural Program

VICE PRESIDENT TRAVEL - shall mean Vice Presidents of Travel Program

SECRETARY - shall mean Secretary of the Association

TREASURER - shall mean Treasurer of the Association

## **I - TITLE**

1. This organization shall be known by the name, style, and title of: Warminster Basketball Association (WBA).

## **II - OBJECTIVES**

1. To provide organized basketball activity for the boys and girls of the community and to implant the ideals of good sportsmanship so that they may grow to be trustworthy men and women and be well adjusted.

2. The objectives will be achieved by providing supervised basketball activity.

3. The commissioners and coaches shall bear in mind that the example they set as men and woman **SHALL TAKE PRECEDENCE** over any desire to win, and that the athlete's future development is of prime importance.

4. Warminster Basketball Association is organized for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 (C) (3) of the Internal Revenue Code 1954 (or the corresponding provisions of any future Internal Revenue Service Law).

5. No part of the new earnings of the organization shall benefit or be distributed to its members, officers, or private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for the services rendered and to make payments and distributions in furtherance of the purposes set forth in the preceding paragraph. No substantial part of the activities of the organization shall be the carrying on of activities of propaganda or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

6. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section (C) (3) of the Internal Revenue Code of 1954 or (b) by the organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954.

7. Upon the dissolution of the Warminster Basketball Association, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954, 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 public purpose.

### **III - GOVERNMENT**

#### **Board**

1. The government of this organization shall consist of the duly elected officers and commissioners of the Association known as the Board.

2. The Board shall consist of the following members:

- A. President (Chairman of the Board)
- B. Vice President Intramural Girls
- C. Vice President Intramural Boys
- D. Vice President Travel Girls
- E. Vice President Travel Boys
- F. Secretary
- G. Treasurer
- H. Commissioner 5-6 Co-ed
- I. Commissioner 7-8 Boys
- J. Commissioner 7-8 Girls

- K. Commissioner 9-10 Boys
- L. Commissioner 9-11 Girls - Age bracket may fluctuate based on registration
- M. Commissioner 11-12 Boys
- N. Commissioner 12-15 Girls
- O. Commissioner 13-14 Boys
- P. Commissioner 15-18 Boys
- Q. Data Processing
- R. Web Master
- S. Purchasing
- T. Pictures
- U. Sponsors
- V. Gyms

3. No member of the Board shall have more than one (1) vote.

4. The Board shall manage the organization and have control of the Warminster Basketball Association property.

#### Election of the Board

1. The office of the Executive Board & Board shall be filled at the annual election.
2. Nominations shall occur in April with elections being held at the annual meeting of the membership in May.
3. Annual meeting and elections will be held the third Wednesday in May.
4. Elections shall be made by secret ballot, if there is more than one nominee for that position.
5. It shall take the affirmative vote of at least a majority of the members present and voting to elect said officers.
6. All elected Officers and Commissioners shall take office at the meeting of the Board in August.

#### Qualifications of Officers

1. No elected officer of the Board shall hold more than one (1) elective office of the Association at any

one time. (Exception – see filling vacancies)

2. The nominated president must be a member of the existing board.

### Duties of Officers

#### 1. Duties of the President:

- A. Presides at all meetings of the Board, Executive Board and the Association.
- B. Signs all legal documents and papers.
- C. Be an "Ex-Officio" member, but without vote, of every standing or special committee.
- D. Conduct the nominations and elections of new officers during the April and May meetings.
- E. Serves as Chairman of the Board.
- F. Sign all checks along with the treasurer.
- G. Member of the Executive Board.

#### 2. Duties of the Vice President(s) Intramural Program:

- A. Assumes all of the duties of the President in the absence of the President.
- B. Serves as the Chairmen of the By-Laws Committee.
- C. Member of the Executive Board.

#### 3. Duties of the Vice President(s) Travel Program:

- A. Responsible for the operation of the travel basketball program in all areas pertaining to the formation of teams and playing of the games.
- B. Presents the Board the list of coaches for the upcoming season.
- C. Responsible for the Travel tournament.
- D. Responsible for all travel team fund raising activities and must report all proposed activities to the Board for their approval.
- E. Member of the Executive Board.

4. Duties of the Treasurer:

- A. Pay all obligations of the Association, after they have been approved by the Board.
- B. Keep a record of all disbursements.
- C. Present a report of the financial activity and condition of the Association at all Board meetings.
- D. Signer of all checks of the Warminster Basketball Association, along with the president.
- E. Maintains the following cash accounts: Checking account for the Warminster Basketball Association
- F. Member of the Executive Board.

4. Duties of the Secretary:

- A. Maintains a record of all minutes and the proceedings for the Association.
- B. Keeps a record of all members and/or prospective members attending all regular meetings.
- C. Conducts all correspondence of the Association.
- D. Member of the Executive Board.

5. Duties of the Commissioners Intramural Programs:

- A. Responsible for the operation of the basketball program in all areas pertaining to the formation of teams and the playing of the games.
- B. Present the WBA playing rules prior to the upcoming season to the Coaches.
- C. Presents the Board the list of coaches for the upcoming season.

6. Filling Vacancies:

- A. It shall be the Boards job to continually attempt to fill each open Board position with one person throughout the season.
- B. If a vacancy shall exist for any office of the Board, except president, for any reason, the Board shall appoint, from the members of the Association, an Officer to fill such vacancy for the remainder of the season (Aug – May). Any new member for the open position after October 1, of the current season, would be an apprentice until the

nomination meeting in April. Board members primary position is their original position, not the vacancy they filled.

C. In the event the office of the president is vacant, the appointment must be of an existing member of the Board.

D. Such appointment shall take the affirmative vote of a majority of the Board. The vote shall be conducted by secret ballot.

E. An Officer or member of the Board must be present at 2/3 of the meetings in order to have the right to vote.

7. Meetings of the Association:

A. Meetings of the Association shall be held on a monthly basis on the third Wednesday.

B. A quorum must be in attendance to conduct business.

C. A quorum shall consist of at least a majority of the Board.

D. Special meetings of the Executive Board may be called by the President.

#### **IV - MEMBERSHIP**

1. Any person living in the Centennial School District and sincerely interested in active participation to effect the objectives of WBA may apply to become a member.

2. Any member who moves his residence outside of these boundaries shall be eligible to retain his membership.

#### **V - MEMBERS**

1. Regular Member:

A. Any person who has a child enrolled in the program.

B. Any person who performs as a coach, referee, member of the Board.

C. Any person eligible for membership under Section IV may request that the Board consider them for membership. The request is to be acted upon within one month.

2. Voting Member:

A. Any officer or member of the Board who is present at 2/3 of the meetings shall have the right to vote.

### 3. Community Members:

A. Any person may be elected as Community Member by the unanimous vote of all the Board present at any meeting of the Board, but shall have no rights, duties, or obligations in the management or in the property of the WBA.

### 4. Termination

A. Membership may be terminated by resignation or action of the Board.

B. The Board by two-thirds (2/3) vote of those present at any duly constituted meeting shall have the authority to discipline, suspend, or terminate the membership of any member when the conduct of such person is considered detrimental to the best interest of WBA.

C. The member involved shall be notified of such meeting, informed of the general nature of the charges, and given the opportunity to appear before the Board at a specified meeting date and time to respond to such charges.

## **VI - FEES OF REGISTRATION**

1. Each participating child will pay an annual fee set by the Board.
2. Fees shall be paid at the time of registration.
3. No one shall be denied the right to join because of his or her inability to meet the fee requirements.
4. Hardships might be granted or adjusted by a decision of the President.

## **VII - APPEALS**

1. Any ruling by an elected and/or appointed official, committee, or Board may be appealed by the general membership at the next general meeting.
2. Any appeal must be endorsed by at least five (5) voting members and submitted in writing.
3. The original ruling may be reversed by two-thirds (2/3) vote of the members eligible to vote.

## **VIII - PARLIAMENTARY PROCEDURE**

1. Roberts Rules of Order shall govern in all cases wherein they do not conflict with these By-Laws.
2. Order of Business:
  - A. Call to Order.
  - B. Roll Call.
  - C. Minutes of the previous meeting.
  - D. Correspondence.
  - E. Treasurer's Report
  - F. Report of Vice Presidents, Commissioners, & Board
  - G. Old Business
  - H. New Business
  - I. Adjournment

## **IX - NOMINATIONS AND ELECTIONS**

1. Nominations will occur during the April meetings.
2. Elections will be conducted at the May meeting.
3. President will conduct the nominations and election procedures in accordance with Roberts Rules of Order.
4. Any member of the Association is permitted to nominate another member of the Association for any position, with the exception of the office of president, for which nominations must be made from existing board members.
5. All nominees must be present or submit a written notice of willingness to be a candidate at the time of nomination.
6. No member may run for two (2) positions.
7. If two (2) or more members are nominated for the same position, a secret vote (ballot) will be conducted.
8. Secretary will prepare the ballots based on the number of members who are eligible to vote (must



attend 2/3 meetings including the May meeting).

9. President will collect the ballots and announce the elected member based on a majority of the votes.

10. President, Vice Presidents Intramural, Vice Presidents Travel, Secretary and Treasurer shall not serve in their respective position for a tenure exceeding three years, with the exception of no interest is shown for the positions.

## **XI - FINANCE AND ACCOUNTING**

1. The Board shall decide all matters pertaining to the finances of the WBA and it shall place all income in the WBA treasury, directing the expenditures of same in such manner that will best benefit the overall objectives of the WBA.

2. The Board shall present for the approval of the general membership a budget including all anticipated income and expenditures for the entire year. This budget shall be presented no later than the August general meeting.

3. Any matter involving the expenditures of the WBA funds not explicitly for the advancement of the WBA must be voted upon by the Board.

4. The Board shall not permit the solicitation of funds in the name of the WBA unless all of the funds so raised are placed in the WBA treasury. This rule shall specifically not apply to the travel teams' Christmas Tournament.

5. No member of the WBA shall receive, directly or indirectly, any salary or compensation, from the WBA. Each board member has the fee waived for one player.

6. All monies received shall be deposited to the credit of the WBA in the approved bank and all disbursements shall be made by check.

7. Monies in excess of operating expenses are to be deposited in the bank approved by the Board to be utilized as a contingency should operating expenses in any given year be in excess of income or a growth fund for the purpose of a particular item as may be approved.

8. Upon dissolution of the WBA and after all outstanding debts and claims have been satisfied, the members shall distribute the property of WBA to such other organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501 (c) of the Internal Revenue Code or any future corresponding provision.

## **XII - ADOPTION OF BY-LAWS AND EFFECTIVE DATE**

1. Method of Adopting:

A. The Secretary shall notify each member in writing of the time, date and place of the voting of the By-Laws. Please attend the meeting prepared to discuss any questions.

B. Voting shall be open discussion.

C. It shall take the affirmative vote of at least two-thirds (2/3) of the members present.

2. Effective Date:

A. These By-Laws shall become effective immediately upon their adoption.

3. Filing of the By-Laws:

A. The President and Secretary must sign the official copy of the By-Laws.

### **XIII - AMENDMENTS OF BY-LAWS**

1. Method of Amending:

A. Sources of requests for changes:

a. Board

b. Recommendations from the Community Membership

B. The Secretary shall notify each member, in writing, of the time, place and date of the reading of the amendment(s).

C. A printed copy of the amendment(s) shall be made available in advance to all members.

D. Voting shall be by open discussion.

E. It shall take the affirmative vote of at least two-thirds (2/3) of the members present and voting to amend these By-Laws.

2. Effective Date of Amendments:

A. Amendments shall become part of these By-Laws immediately upon their adoption.