

**BAYSIDE BEARS YOUTH
FOOTBALL AND CHEERLEADING ASSOCIATION
ORGANIZATION BY-LAWS
January 11, 2010**

**Article I
Name**

1.1 The organization shall be known as the Bayside Bears Youth Football and Cheerleading Association (BBYFCA), hereinafter referred to as **BBYFCA**.

1.2 The address of the Association will be: BBYFCA, P.O. Box 111428, Palm Bay, Florida 32911.

**Article II
Objectives**

2.1 The specific and primary objective of the **BBYFCA** is to provide all participants and parents with the fundamentals of football or cheerleading and to provide a supervised, organized and safe opportunity to play the game free from the interference of adult competition.

2.2 The general objectives of this **BBYFCA** is to inspire youth to participate in an atmosphere that teaches and encourages the ideals of good sportsmanship, fair competition, self-confidence and the importance of physical fitness.

2.3 The Bayside Bears Youth Football and Cheerleading Association is a Non-Profit Youth Organization and operated exclusively for the benefit of the youth of this community. It is the purpose of the Bayside Bears Youth Football and Cheerleading Association to provide all participants and parents with the fundamentals of football or cheerleading and to provide a supervised, organized and safe opportunity to play the game free from the interference of adult competition.

To this end, Bayside Bears Youth Football and Cheerleading Association, Inc. is organized exclusively for charitable or educational 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, or corresponding section of any future federal code.

No part of the net earnings of Bayside Bears Youth Football and Cheerleading Association, Inc. shall inure to the benefit of, or to be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on 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. Notwithstanding any other provision of this document, Bayside Bears Youth Football and Cheerleading Association, Inc. shall not carry on any other activities not permitted to be carried on (a) by any organization exempt from federal income tax under section 501(c)(3) if the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of Bayside Bears Youth Football and Cheerleading Association, Inc., assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 if 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. Any such assets not disposed of shall be disposed of by the Court of Common Pleas in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said.

Article III
Membership

3.1. ***General Member***

3.1.1 Membership in the **BBYFCA** hereinafter referred to as a General Member, is open to the public and to anyone 18 years of age or older and includes:

- (a) Parents or legal guardians of players and/or cheerleaders.
- (b) Coaches and Assistant Coaches
- (c) Board of Directors.

3.1.2 The term of membership shall be for one fiscal year or portion thereof. A fiscal year shall be January 1 through December 31.

3.1.3 Any eligible person shall be considered a General Member upon request to any Board Member: i.e. President, Vice President, Secretary, Treasurer, etc. The person must be in good standing with the **BBYFCA** and submit a \$5.00 membership fee.

- (a) To be eligible to vote, be nominated or nominate for elections you must be a General Member by or before October 1, of that fiscal year, prior to the Board nominations, and in good standing with the Board of Directors.
- (b) ***Exception:*** Any existing Board Member who has filled a position by October 1, of that fiscal year, and pay a fee of \$5.00 will be eligible to vote, be nominated and nominate during the Board election for the new fiscal year.

3.2. ***Board Member***

3.2.1 A Board Member shall be defined as a General Member having been voted in by the General Membership.

3.2.2 The **BBYFCA Board of Directors** will govern all matters and all decisions will be made by a majority vote.

3.2.3 The term of an **Executive Board Member**, as defined in Article V § 5.1.2, shall be for two (2) years, with no term limits, unless resigned or terminated by the Board of Directors.

3.2.4 Vacancies occurring on the Board of Directors will be filled by appointment by the President, with approval by the Board, as determined by a majority vote of the Board Members present.

3.2.5 Nominees for President must be an active Board Member for a full term prior to being nominated for the President position, except under extenuating circumstances as approved by the Board.

3.2.6 It is mandatory that all Board Members attend **all scheduled or specially called Board meeting and BBYFCA functions held during the duration of the elected/appointed term.** This will include home games and fundraisers. Excessive absences may result in the expulsion of the Board Member. A replacement will be selected in accordance with paragraph 3.2.4.

3.3. ***General Membership and Board Meetings***

3.3.1 It is the responsibility of all Board Members to attend all Board and General Membership meetings.

3.3.2 **BBYFCA** will conduct at least one (1) monthly Board Meeting and notice of all Board Meetings will be provided one (1) week advance.

3.3.3 Board Meetings are open to general public and to the General Membership. Only Board Members may present and second a motion, vote on a motion and/or **BBYFCA** business. Attending General Members may participate in discussion at the discretion of the President.

3.3.4 Each member of the **BBYFCA**, in good standing, shall have the right to nominate, vote, hold elected office, and express opinions on all subjects before the **BBYFCA**. All members in attendance shall behave in a professional manner. If a member becomes disruptive, the member may be evicted from the meeting by the President, thus losing voice and the right to vote at the meeting.

3.3.5 Between membership meetings the Board of Directors shall be the highest authority of the **BBYFCA** and shall be empowered to act on behalf of the membership to the extent that business requires. The Board of Directors shall not take action affecting the vital interests of the **BBYFCA** without prior membership approval.

3.3.6 All actions and approvals by the Board of Directors shall be reported at the next membership meeting.

3.3.7 Between meetings of the Board of Directors the President shall be empowered to act on behalf of the **BBYFCA** and all actions of the President shall be reported at the next Board Meeting.

3.3.8 **BBYFCA** will convene two (2) General Membership meetings each fiscal year. The first meeting will be held the month prior to the last scheduled game to accept Board Member nominations for the upcoming year; the second meeting will be held during the last regularly scheduled practice for the election, on election years.

Article IV **Nominations, Voting and Elections of Board of Directors**

4.1 Nominations

4.1.1 Board Member nominations may also be submitted in writing up to two weeks prior to the last scheduled regular season practice.

4.1.2 Only recognized General Members, as defined in Article III § 3.3.1, are entitled to vote during Board Member Elections.

4.1.3 The President will allow a question and answer session prior to distribution of the ballot.

4.2 Elections

4.2.1 When the President calls for a close of the election, no additional ballots will be accepted.

4.2.2 The election ballots will be tallied and recounted by a Board Member and a General Member. Results will be announced and recorded in the minutes. All ballots will be destroyed after two (2) Board Meetings have taken place.

4.2.3 Once elections have taken place, there will be a Joint Board Meeting of the outgoing and incoming Board of Directors. At this time, the outgoing Board will turn over **BBYFCA's** financial statements, asset inventory and total liabilities.

4.2.4 All documents, files, equipment and keys are considered the property of the **BBYFCA** and will be returned upon expiration of the Board Member's term.

4.3 ***Voting***

4.3.1 Business shall be conducted by a quorum of the voting members present at a membership meeting. A quorum shall consist of 75% of voting Board members present to pass a motion unless otherwise specified within these By-Laws.

4.3.2 All Board Members present at a regular scheduled or announced meeting shall make up a proper quorum unless otherwise specified within these By-Laws.

4.3.3 The President shall vote only as a tie-breaker, when necessary.

4.3.4 Board Members must be present during a discussion for their votes to be counted. However, in the event that there is an issue that needs to be discussed and/or voted on prior to the next scheduled Board meeting, alternative methods of communication can/will be used, i.e. text messages and email. All votes will be sent to all Board Members and recorded by the Secretary.

4.3.5 Only a Board Member may vote unless otherwise specified within these By-Laws

ARTICLE V
GOVERNMENT

5.1 ***Board of Directors***

5.1.1 The League shall be governed by a Board of Directors consisting of up to twenty (20) individuals as defined in Article III § 3.4.

5.1.2 The Executive Board Members consist of the President, Vice-President, Secretary, Treasurer, Flag Director, Tackle Director and Cheer Director.

5.1.2 There shall be up to fourteen (14) permanent Board positions with up to six (6) Special Board positions. The Special Board positions shall be for one (1) fiscal year. It is the decision of the current Board as to the title and responsibilities of the Special Board positions and if they are required to meet Board Member requirements as defined in Article III § 3.2. These Special Board positions will be appointed by the majority vote of the Board of Directors.

5.1.3 Special Board positions may participate in discussion, but will not be granted the right to vote on any issue presented at the Board of Director's meeting.

5.1.4 The permanent Board positions will consist of the following: President, Vice-President, Treasurer, Secretary, Flag Director, Tackle Director, Cheer Director, Equipment Director, Cheer Equipment Director, Sponsorship/Fundraising Director, Merchandise Director, Concession Director, Parent Coordinator and Media Director.

5.1.5 The Special Board positions will consist of, but not limited to, Assistant Tackle Director, Assistant Cheer Director, Assistant Flag Director, Assistant Equipment Director, Assistant Concession Director and Assistant Fundraising Director.

5.1.6 Attached hereto is a description of the duties of the each Board Member listed above.

5.1.7 In the event a Board Member must be appointed, the positions will be the remainder of the term.

5.1.8 Should the President resign or leave office for any reason, the Vice-President shall assume the Presidency until a President can be appointed or replaced by a majority vote of the Board of Directors as defined in Article III § 3.2.4.

5.1.9 Each Board Member shall be obligated to conduct themselves in the highest manner while in the presence of youth participants of the **BBYFCA**. Any person exercising the rights and privileges of a member or player participant shall not take any irresponsible action that would jeopardize, destroy, or be detrimental to the objectives of the **BBYFCA**.

5.1.10 Violation or abuse of these rights and privileges by a member shall be conduct considered unbecoming a **BBYFCA** member. The violating member will be subject to discipline by the Board of Directors. The maximum penalty would be withdrawal of that person. Membership Penalties may include but are not restricted to the removal of a coach, participating player, official, manager or director from that duty and loss of voting membership.

5.1.11 Board Members can only be removed from office for violation of the directives set forth in § 5.1.9 or non-performance of their assigned duties. Persistent absenteeism from Board and/or General Membership meetings and lack of participation in **BBYFCA** sponsored events may result in removal from office.

5.1.12 The procedure for removing a Board Member from office requires a written motion to the **BBYFCA** Board; copies of such motion will be provided to the respective Board Member. The motion must be then be seconded. Adoption of the motion shall require a majority vote of those voting members present at the next scheduled or emergency scheduled **BBYFCA** Board Meeting.

5.1.13 There will be zero tolerance alcohol policy pursuant to BCYFCA. By-Laws dated 2005 § 26.1 which states; ***“The possession of alcohol and any illegal narcotic is strictly prohibited by anyone, including spectators, attending any BCYFCA function.”*** This policy applies to all **BBYFCA** sponsored events. **Violators will be asked to leave the area. If necessary, he/she will be reported to the local authorities to be removed from premises.**

5.2 ***Positions and Duties of the Board of Directors.***

5.2.1 **President**

- (a) Conduct the affairs of the **BBYFCA** and execute the policies established by the Board of Directors.
- (b) Assure that the conduct of the **BBYFCA** is in strict conformity to these by-laws and BCYFCA by laws/rules and regulations.
- (c) Designate those persons authorized to purchase and execute contracts on behalf of the **BBYFCA**.
- (d) Investigate irregularities and conditions detrimental to the **BBYFCA** and its objectives and to report these irregularities or conditions to the Board of Directors at the next scheduled meeting of the Board of Directors, or earlier, as the circumstance warrants.
- (e) Responsible for corporate seal.
- (f) May countersign all checks.
- (g) Cannot make motions to the Board to be voted on.
- (h) Can only vote in a deadlock tie.
- (i) Inform all Board members on all issues that occurred with any **BBYFCA** business.
- (j) Responsible to attend all county Board meetings.

5.2.2 **Vice-President**

- (a) In case of the absence of the President, perform the duties of the President.
- (b) Assist the President in the conduct and affairs of the respective sports programs and operation of the **BBYFCA**.
- (c) Is an ex-officio member of all committee(s).
- (d) Co-sign checks in absence of President.
- (e) Must attend minimum of 50% of county meetings.
- (f) Appoint necessary committees.
- (g) Responsible for acquiring safety personnel for home games.

5.2.3 **Secretary**

- (a) Responsible for recording activities of the **BBYFCA**, maintain appropriate files, mailing lists, necessary records, phone lines and to distribute messages within two (2) business days.
- (b) Record the minutes of General Membership and Board of Directors meetings and provide each party a copy of such minutes.
- (c) Attend registrations and fundraisers.
- (d) Coordinate rosters to order league trophies for closing ceremonies.
- (e) Complete all background checks for Board Members, Coaches and Volunteers. Maintain a binder with copies of the background checks.
- (f) Set up each team with OneCall Now phone service.
- (g) Schedule league pictures with Board approved photographer.

5.2.4 **Treasurer**

- (a) Receive and deposit all monies in a depository approved by the Board of Directors and deposit monies received within two (2) working days following receipt.
- (b) Keep records of receipt and disbursement of all monies of the **BBYFCA** by Board approval for each sport and general fund.
- (c) For the purpose of reporting all assets of the **BBYFCA**, the *fiscal* year shall begin January 1, of each year and end December 31, of the same year.
- (d) All city, state, federal tax statements shall be filed in a timely manner. (Federal form 990 filed by May 15th)
- (e) Shall countersign all checks.
- (f) Maintain any and all receipt books and/or documentation for the association. To include a written monthly report at Board meetings.
- (g) Is responsible to pay the referees/officials and safety personnel.

5.2.5 **Sports Director (Tackle, Cheer, Flag)**

- (a) The Sports Director, each year, may appoint an assistant director to assist the sports directors in their duties.
- (b) Each sports director may appoint one assistant. The assistant sports director will have by-proxy voting privileges for the Sports Director at all Board of Directors meetings when the sports director cannot attend.
- (c) Are responsible for overseeing the proper function of their league.
- (d) Maintains game schedules and coordinating the activities of their leagues.
- (e) Maintain registration forms and rosters. All rosters should provide phone numbers And email addresses. Rosters must be emailed to the Secretary as updated. Provide Final rosters to the Secretary for league trophies.
- (f) Provide to the Board of Directors a list of head coaches for Board approval no less than four (4) weeks prior to beginning practice.
- (g) Provide the annual proposed budget to the Board for approval at January's Board Meeting.

- (h) Is responsible for assuring that the approved budget is adhered to. Deviations shall only be approved by the Board of Directors. All receipts for expenditures shall be turned into the Treasurer within three (3) days.
- (i) The Sports Directors (Tackle, Cheer, Flag) must conduct a mandatory meeting of the coaches prior to the start of the *first* practice to.
 - i. Hand out the **BBYFCA** By-laws, local rules and game schedules to all head coaches.
 - 1. Includes Super Bowl and Cheer Competition schedules and rules.
 - ii. Explain the operation of the association and its relationship to the administration of that sport.
 - iii. Provide the names and phone numbers of the respective Sports Director, committee members, Board of Directors and coaches.
- (j) Responsible for collecting all outstanding player/cheerleader birth certificates and pictures; these items will be turned into the Secretary prior to the *first* practice.
- (k) Verify proper league age on all participants of their sport via birth certificate.
- (l) Investigate complaints of any parent or player regarding “player-coach” or “player selection” matters and report the findings to the Board of Directors at the next meeting. All complaints must be in writing.
 - i. All complaints will be presented to the Board of Directors for review to determine the final results for each written complaint.
- (m) Inform the BCYFCA of all scores of all games within 24 hrs.

5.2.6 Equipment Director (Tackle and Cheer)

- (a) Is responsible for preparing, issuing, and collecting the necessary equipment and/or uniforms for each football team/or cheer squad.
- (b) With the assistance of the respective Sport Director, all equipment/uniforms will be turned in at the end of their last game/competition to coaches and assistants. Transportation for equipment will be provided by the **BBYFCA**. Equipment will be washed by all Board Members and then be placed in the **BBYFCA** storage location.
- (c) Maintain a list of equipment issued to each coaching staff. If the equipment issued to said coach is not returned in a clean serviceable condition, said coach shall be notified by letter from the **BBYFCA** and may be required to reimburse the **BBYFCA** for damage and missing equipment.
- (d) Maintain a list of all equipment/uniforms issued to each football player/cheerleader. The parents and/or legal guardian(s) of players who do not return equipment/uniform in a clean and serviceable condition, shall be notified by the **BBYFCA** and shall be financially responsible for the replacement costs of any equipment/uniform that is not returned or that is returned in an unserviceable condition.
- (e) Maintain current inventories of all **BBYFCA** equipment with the assistance of the respective Sport Director. This list is to be provided to the Board of Directors at the first meeting in January. The inventory must contain the equipment type, size and condition.
 - i. Any changes i.e. loss, disrepair to the inventory must be provided to the Board of Directors throughout the year.
- (f) Assist all Sports Directors in their efforts to comprise a budget of incurred expenditures for the following year based on the conditions of items in need of repair, replacement or due to increased registration.
- (g) The Equipment Director, his/her assistant, the Cheer Director and the Cheer Equipment Director will be the only individual(s) to have keys/code to the equipment rooms. They will be the only individual(s) to dress any player with the help of each team’s coaches. Any player to be dressed will have to be paid in full.
- (h) The Equipment Director or his/her assistant must be at the field during practice and game to accommodate any team.

5.2.7 **Concession Director**

- (a) Assure the concession stand is adequately stocked and cleaned.
- (b) Responsible for opening/closing of stand.
- (c) Must turn in all cash receipts to Treasurer daily.
- (d) Work with the Parent Coordinator to prepare and post a volunteer schedule.
- (e) Coordinate pest control; bring all issues to the attention of the Board of Directors.
- (f) Maintain/repair concession equipment; bring all issues to the attention of the Board of Directors.
- (g) Must prepare a budget for the February Board of Directors meeting.
- (h) The Concession Stand or a concession partner will be open during practices. During home games, the Concession Stand will stay open until fifteen (15) minutes after the senior game, provided sufficient help is available.

5.2.8 **Merchandise Director**

- (a) Responsible for ordering and selling team merchandise at all home games.
- (b) All merchandise ordered shall not exceed \$100.00 unless approved by the Board of Directors.
- (c) All monies collected by Fundraising Director will be given to the Treasurer within three (3) days.
- (d) Provide a monthly report of all expenditures to the Board of Directors.
- (e) Must prepare a budget for the February Board of Directors meeting.

5.2.9 **Sponsorship and Fundraising Director**

- (a) Shall solicit sponsors and provide the Board of Directors with names, addresses and phone numbers of the sponsors.
- (b) All sponsor contributions and donations should be mailed to the **BBYFCA** mailing address or given directly to the Treasurer. Any monies collected by the Sponsorship and Fundraising Director will be given to the Treasurer within three (3) days.
- (c) Will maintain list of league sponsors to be verified with the Treasurer and presented to the league Secretary for ordering sponsor plaques.
- (d) Responsible for receiving quotes, ordering and displaying sponsor banners by the first home game.
- (e) Obtain raffle prizes for events sponsored by the **BBYFCA**.
- (e) Responsible for organizing fundraiser events (excluding “bucket drops” and “car washes”) and to provide a schedule of upcoming fundraisers for approval by the Board of Directors.
- (f) Responsible for organizing Special Fundraising events including (but not limited to): golf tournaments, pancake breakfasts, etc.
- (g) Will inform the Parent Coordinator of upcoming fundraising events.

5.2.10 **Parent Coordinator**

- (a) Responsible for coordinating all parent volunteer activities.
 - i. Instruct “Team Parents” on how to use the OneCall Now service.
- (b) Responsible for scheduling all fundraising events.
- (c) Attend all registration and fundraising events.
- (d) Work directly with the “Team Parent” to schedule volunteers for concession and fundraising events.
- (e) Will inform the “Team Parent” and coaches of upcoming fundraising events.
- (f) Assist Secretary with the scheduling of league pictures.
- (g) Schedule for and prepare committee lists to assist with Homecoming, Closing Ceremonies and parade.
- (h) Collect spreadsheets from Team Parents on Bi-weekly basis.

5.2.9 **Media Director**

- (a) Maintain the official BBYFCA website and ensure that all registration fees for the website are paid.
- (b) Maintain a current regular season schedule and calendar of events posted on the BBYFCA website.
- (c) Update the BBYFCA website with the win-loss results for each game played during the regular season and playoff games.
- (d) Maintain BBYFCA Facebook account. Limited to BBYFCA official business only (including but not limited to) updating of scores on game days, registrations and fundraising events.
- (e) Vote on all issues brought before the BBYFCA
- (f) Submit league standings and weekly win-loss reports to local newspapers and radio stations.
- (g) Submit results of the annual cheerleading competition to local newspapers and radio stations.

Article VI **Finances**

6.1 **BBYFCA** funds and property may only be used for functions and purposed of the **BBYFCA** and must be approved by the Board.

6.2 The disbursement of the **BBYFCA** funds will be controlled by a Board approved budget established on a yearly basis.

6.3 **BBYFCA** funds in the custody of the Treasurer may only be disbursed by Board approval and with two of the following signatures: President and/or Vice-President and/or Secretary and/or Treasurer.

6.4 All funds collected in the name of **BBYFCA** through registration, sponsorships, donations, fundraising activities, etc., shall become the assets of the **BBYFCA** and will be deposited in the **BBYFCA** bank account(s).

- (a) The collected funds will be delivered, in the same manner collected, to the Treasurer within three (3) working days from receipt. No registration or activity money shall ever be deposited or spent by a Sport Director. All registration money collected shall be documented in a receipt book.

6.5 All currency that exceeds \$50.00 will be transferred to the **BBYFCA** Treasurer or to an approved Board Member for deposit within one (1) day. All monies are to be verified by a Board Member and the Treasurer before the money is deposited.

6.6 All purchases will be paid by **BBYFCA** check or **BBYFCA** debit/credit card and the receipt will be given to the **BBYFCA** Treasurer within three (3) days of the purchase.

- 6.6.1 Only the President, Vice President, Treasurer, Secretary and Concession Director are permitted to use the BBYFCA credit card. Credit card purchases will adhere to limits and conditions set forth in Article VI.

6.7 All providers of goods and/or services shall be paid directly from the bank account of the **BBYFCA**.

6.8 All purchases over \$300.00 will require at least three (3) bids from three (3) separate suppliers. The bids shall be presented to the Board prior to purchase and the selected bid shall be approved by the Board as determined by a majority vote of the Board Members present. Exceptions will require the approval of the Board on a case-by-case basis.

6.9 All expenditures not covered otherwise by these by-laws, must have prior approval by the Board of Directors. These expenditures must not exceed \$100.00 (except for the purchase of merchandise) between Board Meetings.

6.10 No one shall enter into any binding contract for the **BBYFCA** without prior approval by the Board of Directors, as determined by a majority vote of the Board Members present.

6.11 Dues or fees will be required for participation in the **BBYFCA** sports program. If financial assistance is required, it must be requested by the parent/legal guardian of the participant. The same criteria utilized by the Brevard County School system to determine eligibility for the subsidized school lunch program shall be utilized to determine eligibility for financial assistance. Financial aid may be provided in whole or in part, if the income of the family is considered low and the financial position of the association is such that the cost can be absorbed without placing the association at financial risk. Financial assistance to participants should not exceed five percent (5%) of the total participants involved in the program from the following year. Financial assistance will be evaluated on a first come first serve basis. However, returning participants may receive a priority status if paid registration is received by deadlines set by the Board of Directors. Any financial assistance requests must be approved by the Board of Directors.

6.12 All Board of Directors shall have two (2) paid memberships. All Assistant Board Members shall have one (1) paid membership. Head coaches have one (1) half price membership. If a Board Member or Head Coach elects to donate the paid membership(s), the **BBYFCA** Board will discuss on a case-by-case basis.

Article VII Conflict Resolution and Discipline

7.1 A Board Member will take immediate appropriate disciplinary action(s) as deemed necessary during any official league activity to ensure the safety and well-being of the children are met pursuant to the general objectives as defined in Article II. Any and all disciplinary issues should be reported to a Board Member as soon as possible to decide appropriate and immediate action.

7.2 Any disciplinary action taken by the **BBYFCA** Board of Directors may be subject to Brevard County Youth Football and Cheerleading Association approval.

7.3 Those parties involved in a disciplinary action, may appeal any action taken. The appeal must be made in writing to the Board of Directors and, if requested, an Appeal Hearing will be held. All parties involved will be advised of the date, time and location of the hearing. Both sides will have the opportunity and equal time to present their argument and witnesses, with the accused side having the last argument. Debate, discussion, voting by the Board will be done in the absence of the active participants and individuals not on the Board. The vote shall be taken and requires a majority vote to pass. The results of the vote will be provided immediately to the parties involved, along with any required sanctions or decisions and will be recorded in the minutes of the meeting.

7.4 Disciplinary Appeal Hearings will require at least 2/3 attendance of the current Board Members to make up a quorum.

Article VIII BBYFCA Tackle Football Guidelines

8.1 To give the **BBYFCA** and the Tackle Football players to the best chance to succeed, all tackle football players must play in their appropriate age group. All football players eligible to "Play Down", according to the BCYFCA age and weight rules, must do so. Any exception to this rule must be approved by the **BBYFCA** Board of Directors.

8.2 The **BBYFCA** adheres to BCYFCA minimum game play rule. Each player shall play a minimum of 4 plays per game. Participation on special team plays count toward the minimum play rule with the exception of PAT kick and field goal tries in the Rookie Division where there is no rush. Disciplinary action of a player may supersede the play rule and will be at the discretion of the coach and individual member club president. However, the parent/guardian must be notified prior to the game when such disciplinary action is occurs. The minimum play rule does not apply in Playoff or Super Bowl games.

Article IX
BBYFCA By-Laws and Rules

9.1 Changes to these By-Laws shall be approved by the Board of the Directors, as determined by a majority vote with of the Board Members present.

9.2 All rules must adhere to the Cheerleading and Tackle Rules and Regulations as published by the Brevard County Youth Football and Cheerleading Association.

(b)The respective Sports Directors, in conjunction with the coaches, will determine practice days and times. However, all teams must practice a minimum of two (2) days per week.

9.3 Participation by Board Members, Football Coaches, and Cheerleading Coaches shall be mandatory with their team/squad during BCYFCA and **BBYFCA** official events (e.g. Fund Raising, Jamborees, Regular Season Games, Bowl Games, Championship Games and County Cheerleading Competition).

9.4 All Board Members, Coaches and team support parents will be required to wear a photo ID card at all **BBYFCA** functions.

9.5 Any attempt to circumvent the spirit of the **BBYFCA** By-Laws and Rules shall be considered a violation and will be handled according to provisions set forth in this document.

ARTICLE IX
By-Law Definitions

- **BBYFCA**—Bayside Bears Youth Football and Cheerleader Association.
- **BCYFCA**—Brevard County Youth Football and Cheerleading Association.
- **Board** —Board of Directors
- **Director**—any member of the Board.
- **Dues**—registration fee.
- **Immediate family**—any legal guardian of child.
- **In good standing**—any member who has paid their membership dues in full and have not had their privileges removed.
- **League**—any one of Football, Flag Football or Cheerleading
- **Member**—any individual who has paid their membership dues in full.
- **Team Parent**—any person designated by the head coach to distribute information for the team and members of the association.
- **Voting Members**—any individual in good standing.