

ByLaws



Upper Chesapeake Youth Football League ByLaws

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Revision History

Date	Description	Author	Version
03/01/2010	Initial Release	Sean Dowling	1.0
01/05/2011	Update 2010 references to 2011 Modified Section 1.01 Program Foundation Added Section 1.06 (b) – Board of Governors – Meetings Added Section 1.06 (c) - Roles Added Section 1.06 (d) – Voting Added Section 1/07 (b) Executive Board – Meetings Added Section 1.06 (c) – Voting Modified Program Acceptance section. Updated Article VI – Officers for 2010-11	Sean Dowling	2.0

Program Acceptance

Programs, by virtue of participation imply acceptance of the Leagues Rules and ByLaws define herein.

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Article I. FOUNDATION

Section 1.01 Program Foundation

- (a) The Upper Chesapeake Youth Football League (UCYFL) is comprised of Youth Recreational football programs located in Harford, Cecil and the Baltimore County, Maryland.

Section 1.02 League Name

- (a) The name shall be Upper Chesapeake Youth Football League.

Section 1.03 Purpose

- (a) The purpose of this organization is to govern and coordinate the league, adopt and enforce rules and regulations, develop schedules and administrate the needs of the members with the cooperation of the Harford County Department of Parks and Recreation.

Section 1.04 Legal Formation

- (a) This is a non-profit organization.

Section 1.05 Administration

- (a) The administration of the organization will be governed by the Board of Governors and Executive Board of the League. Policies will be coordinated with those of Harford County Department of Parks and Recreation.

Section 1.06 Board of Governors

- (a) The UCYFL is governed by a Board of Governors comprised of the Chairman/Presidents of the Harford County Football Programs participating in the League. Non Harford County Programs are not eligible to participate as a member of the Board of Governors.
- (b) Meetings – The Board of Governors will meet, at a minimum, twice (2 times) annually. The meetings will be held in February and December and will coincide with the regularly scheduled monthly Executive Board meeting. Board of Governors members and /or the Executive Board President can call special meetings of the Board of Governors at any time. A quorum of Board of Governors members must be in attendance to officially conduct a Board of Governors meeting. BOG members are required to attend all scheduled meetings.
- (c) Roles – The Board of Governors will elect from the current sitting Board, a Chairman and Secretary. These roles are established to lead all Board of Governor meetings and record minutes of such meetings. The Chairman may speak on behalf of the league, represent the league at external meetings and events and function as an advisor to the Executive Board.

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- (d) Voting - Each Program Chair/President maintains a single vote when voting on UCYFL matters. Only Board of Governors members can vote at any Board of Governors meetings.

Section 1.07 Board of Directors

- (a) The Board of Governors will establish a Board of Directors to manage the day to day operations of the UCYFL. The roles and responsibilities of the Board of Directors are defined in "Officers" section of this document. Board of Director Members are not limited to just Harford County Programs. New, non-Harford County program members are not eligible to participate on the Board of Directors until completion of the programs 2 year probation period.
- (b) Meetings – The Executive Board President will establish a monthly meeting for all Executive Board members to attend. It is recommended that Board of Governors members not attend Executive Board meetings in order to maintain escalation procedures. However, the Executive Board President can request one or more Board of Governors members to attend an Executive Board meeting and the Chairman of the Board of Governors can attend any Executive Board meeting at his/her leisure. A quorum of Executive Board members must be in attendance to officially conduct an Executive Board meeting. Executive Board members are required to attend a minimum of 9 scheduled meetings annually with no 2 absences occurring consecutively. Failure to attend regularly schedule meetings may result in that member being removed from the Executive Board. Removal from the Executive board requires a 2/3 vote of the Board of Governors.
- (c) Voting - Each Executive Board member maintains a single vote when voting on UCYFL matters. Only Executive Board members can vote at any Executive Board meetings.

Section 1.08 MEMBERSHIP

- (a) All Harford County Recreational Councils fielding a tackle football program are automatically included as a member upon their official request.
- (b) Any Non-Harford County organization wishing to make a formal application to become a part of Upper Chesapeake Youth Football League must do so, in writing, to the Board of Governors on or before the regularly scheduled February meeting. (Assuming the organization wants to be considered for application in that calendar year). The Board of Governors will vote on any such application(s) at the February meeting and notify the applying program representative upon completion of the voting process. Approved programs may join the current Executive Board meeting in progress.
- (c) Membership may only be obtained upon a 2/3 vote of the Board of Governors at a regularly scheduled meeting. Organizations must have all of their teams in this league to be a member, and will be removed from the league if they do not.

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- (d) Any new, non-Harford County Program admitted to join the UCYFL will be placed on mandatory two (2) year probation period starting the day of their acceptance of the UCYFL Rules and Interpretations.
- (e) Team fees of fifty (\$50.00) dollars must be paid by October 1st. Failure to pay team donations by this date may result in the forfeiture of remaining games until such fee is paid.
- (f) Any organization that drops out of the league for any reason must reapply for membership. If accepted, said organization shall be on probation for a period of two (2) year.
- (g) Any regular member organization may be dismissed from the UCYFL upon a 2/3 vote of the Board of Governors and Board of Directors in attendance at a regularly scheduled meeting.
- (h) Assuming an organization has made written application to become a part of the UCYFL to the Board of Governors, representatives (Board members, etc.) of such applying organization would be required to attend the February Board of Governors meeting to answer any questions that the BOG may have.

Section 1.09 Jurisdiction

- (a) The Upper Chesapeake Youth Football League is empowered to organize leagues, tournaments, competition, and championship events in various age and weight classes for the participating membership.

Section 1.10 Mission Statement

- (a) The Upper Chesapeake Youth Football League will make every effort to make sure that every child with the desire to participate gets the opportunity to play, without regard to prior experience, athletic ability or size.
- (b) We are committed to instilling Honesty, Loyalty, Integrity, Teamwork, Discipline, Sportsmanship, Respect, Leadership, Trust and Commitment in our young participants. We believe these values and virtues are important to their growth and to them becoming active members of our community and society.
- (c) We will instill in our youth the challenge of competition, the joy of victory, the reality of defeat, the importance of commitment and the spirit of community. We will stress the importance of academic achievement among athletes, and by doing so; will prepare them for the challenges of high school and collegiate environments.
- (d) These goals will be achieved through organizing our dedicated volunteers, caring parents, and business associates who wish to partner with our great youth sports league.
- (e) The purpose of the Upper Chesapeake Youth Football League shall be:

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- (i) *To develop and maintain a properly supervised football league for youth from 5 years to 14 years of age.*
- (ii) *To promote improved community relations by demonstrating an interest in the youth of our community.*
- (iii) *To encourage physical and mental growth through keen competition.*
- (iv) *To emphasize good citizenship and scholastic achievement.*
- (v) *To nurture good sportsmanship and a sense of fair play.*

Section 1.11 Rules Statute

- (a) Any Rule or By-law passed cannot be revised within at two (2) year period.

Article II. OFFICERS

Section 2.01 President

- (a) Has general supervision of the organizational affairs,
- (b) Shall call regular and special meetings and select the date, time and place for same;
- (c) Signs or countersigns all contracts or other instruments authorized by the governing Board;
- (d) Shall appoint necessary committees;
- (e) The president shall be empowered to take charge or suspend any game at any point in the game, when the president feels a player or players' safety may be in jeopardy.
- (f) The president has the power to eject or suspend any player, coach or assistant coach at any time he or she felt that the player, coach or assistant coach's conduct was detrimental to the UCYFL.
- (g) The president must, at any time, appoint a committee of unequal members to investigate any area player & players, coach or assistant coach and to resolve any ties in playoff positions.

Section 2.02 Vice-Presidents

- (a) Shall perform such duties as prescribed by the president.

Section 2.03 Secretary

- (a) Issues notices of all meetings, maintains the minutes thereof, prepares reports, and performs other duties as are incidental to the office.

Section 2.04 Treasurer

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- (a) Shall be the fiscal and monetary officer of the council.

Section 2.05 Division Commissioners

- (a) First and foremost will be to assist members of the board in making UCYFL a successful youth football program.
- (b) To maintain up to date official rosters on all teams in his/her division.
- (c) To report all problems that may occur in their respective division to the Vice President in charge for purpose of resolution.
- (d) To accept any protest of games in his/her division and immediately report those to the Vice President in charge for follow up action.
- (e) To hold his/her own division meetings as necessary.

Section 2.06 Term of Office

- (a) Officers will be elected for a term of two (2) years and are limited to 2 consecutive terms in any single position. Term runs from February to February.

Section 2.07 Vacancy

- (a) In the event of a vacancy, the Executive Board shall elect someone to fill that post for the remainder of the term at their next regular meeting or special meeting if it is deemed necessary. If there are no nominees, the president may appoint someone to fill the open role for the remainder of the term.

Section 2.08 ELECTIONS

- (a) Nominations for officers will be held at the January meeting with the election to be held at the regular February meeting.
- (b) Voting will be by secret ballots cast by members present.

Section 2.09 EXECUTIVE BOARD

- (a) The following elected officers shall operate the Upper Chesapeake Youth Football League:
 - (i) President
 - (ii) Vice President of Rules
 - (iii) Vice President of Scheduling
 - (iv) Treasurer
 - (v) Secretary
 - (vi) Blue Division Commissioner

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- (vii) White Division Commissioner
- (viii) Gold Division Commissioner

(b) GENERAL DUTIES OF THE BOARD

- (i) The organization of leagues, tournaments and championship games;
- (ii) The scheduling of games;
- (iii) Developing a registration procedure for all players participating in this league;
- (iv) Overseeing and ruling upon all protests;
- (v) Ruling on the eligibility of all players;
- (vi) Maintaining a current list of head coaches for all teams;
- (vii) Performing any and all other duties that will ensure an efficient football program;
- (viii) Handing down penalties for violations of UCYFL rules which shall include, but not be limited to, suspension and expulsion of players, parents, coaches and organizations.
- (ix) All other duties described in the by-laws Article VII - COMMITTEES

Section 2.10 COMMITTEES

- (a) There will be three (3) Committees formed to carry out the administrative duties of the league. The committees will be the Finance Committee, the Rules Committee, and the Schedule Committee. The duties of the various committees are as follows:

(i) Finance Committee – Chaired by the League Treasurer

- 1) Responsible for the collection of all funds
- 2) Handles I.D. Card Program

(ii) Rules Committee – Chaired by a Vice President

- 1) Answer all questions concerning league and playing rules
- 2) Hold hearings on rule violations
- 3) Investigate rule violations & Recommend disciplinary actions

(iii) Schedule Committee – Chaired by a Vice President

- 1) Write schedules for all league events
- 2) Select sites for all league events

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Article III. AMENDMENTS

Section 3.01 Changes and Modifications

- (a) Amendment to these articles may be adopted at a board meeting by 2/3 vote of the Board of Governors.

Article IV. DISCIPLINARY ACTION

Section 4.01 Penalties which may be levied by the BOD for disciplinary reasons.

(a) First Offense

- (i) Suspensions from 1 to 3 weeks (coach, parent or player)
- (ii) Automatic probation for remainder of season and possibly the following season depending on the seriousness of the violation (coach, parent, player or team as determined by the board).
- (iii) Forfeiture of game or games
- (iv) Denial of eligibility for participation in league play-offs.
- (v) Loss of home games the following season.
- (vi) Loss of organization's voting rights for the remainder of the season.

(b) Second Offense

- (i) Suspension from league for entire season.
- (ii) Barred from participation in league play-offs.
- (iii) Forfeiture of remaining games.
- (iv) "Automatic" loss of some home games the following season or current season. (This number to be determined by the BOD.)
- (v) Possible suspension of team for one (1) year.
- (vi) Possible suspension of organization for one (1) year.
- (vii) Loss of organization's voting rights for one (1) year.

Second offense disciplinary actions would only be considered if said organization, coach, parent, player or team is already serving probation from the previous football season or has been put on probation or disciplined during the current season.

Should any organization discover that an UCYFL rule has been violated In-house and immediately reports same to the board, disciplinary action may be dismissed or adjusted to reflect the willingness of said organization to cooperate and adhere to league policies.

Article V. CODE OF ETHICS FOR COACHES

1. I will treat each player, opposing coach, official, parent and administrator with respect and dignity.
2. I will do my best to learn the fundamentals skills, teaching and evaluation techniques and strategies of my sport.
3. I will become thoroughly familiar with the rules of my sport.
4. I will become familiar with the objectives of the youth sports program with which I am affiliated. I will strive to achieve these objectives and communicate them to my players and their parents.
5. I will uphold the authority of officials who are assigned to the contests in which I coach and I will assist them in every way to conduct fair and impartial competitive contest.
6. I will learn the strengths and weaknesses of my players so that I might place them into situations where they have a maximum opportunity to achieve success.
7. I will conduct my practices and games so that all players have an opportunity to improve their skill level through active participation.
8. I will communicate to my players and their parents the rights and responsibility of individuals on our team.
9. I will cooperate with the administrator of our organization in the enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.
10. I will protect the health and safety of my players by insisting that all of the activities under my control be conducted for their psychological and physiological welfare, rather than for the vicarious interests of adults.

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Article VI. OFFICERS FOR 2010-11

Board of Governors

Aberdeen	Sanford Fisher	biggdawg166@yahoo.com	410-273-0626
Bel Air	Sean Dowling	Chairman@belairfootball.org	410-980-5101
Emmorton	Derek Chapman	dsfm48@yahoo.com	443-807-1978
Edgewood	Vince Hagley	ejspresident@comcast.net	410-808-3910
Fallston	Ian Mitchell	imitchell@comcast.net	410-459-8940
Havre de Grace	Brian Eberhardt	brianeaec@aol.com	443-235-9725
Jarrettsville	Jerry Preston	jpreston1@verizon.net	410-808-7209
North Harford	Charles Dawson	nhrecfootball@aol.com	410-459-7099

Executive Board

President	Danny Jahn	dan@krausecompanies.com	443-807-1492
VP of Rules	Greg Beaty	greg.beaty@gmail.com	
VP of Scheduling	Neil Maria	nmaria@agescorp.com	443-309-9486
Treasurer	Tonya Berry	tmberry1@hotmail.com	410-652-1301
Secretary	Debbe Jones	secretary@emmortonbucs.com	443-528-9135
Blue DC	Duvowel Peaker	duvowel.peaker@us.army.mil	443-528-4589
Gold DC	Doug Savick	doug_savick@yahoo.com	410-218-4828
White DC	Barry Debelius	debeliusbunch@clearviewcatv.com	443-752-1585

Participating Program Contacts

Cecil County	Stacy Argoe	ccjaguars@comcast.net	443-309-9486
Hereford	Mark Sassler	sassler@aol.com	410-960-7988