



Central Illinois Youth Football League

Sponsored by VFW Post #630

Constitution and By-Laws

www.ciyfl.com

Article I – Name

Section 1

This organization shall be known as the “Central Illinois Youth Football League” hereinafter referred to as “CIYFL.”

Article II – Objective

Section 1

The objective of CIYFL is to offer the youth of Central Illinois with the opportunity to play competitive full contact football in an organized and supervised environment. We will teach the fundamentals of football. We will strive to instill in them the concepts of good sportsmanship, teamwork, discipline, and respect for authority. All Directors, Coaches, Assistant Coaches, Parent Volunteers, and Players shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and molding of future citizens is of prime importance.

Section 2

To achieve this, CIYFL will provide a supervised program under the Rules and Regulations incorporated herein and referenced in any addendum to this document.

Article III – Membership

Section 1 - Eligibility

Any person sincerely interested in active participation to achieve the objective of CIYFL may apply to become a member.

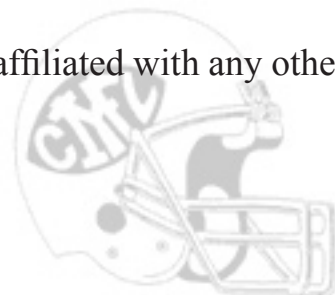
Section 2 - Classes

There shall be the following classes of Members:

- A. Board of Directors.
- B. Head Coaches.
- C. Assistant Coaches.
- D. Parent Volunteers.
- E. Players

Section 3 - Other Affiliations

Members, due to potential conflict of interest, shall be required not to be affiliated with any other football organization or group to qualify as a member of CIYFL.



Section 4 - Disciplinary Action or Termination.

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

A. The Board of Directors, by a two-thirds (2/3) vote, shall have the authority to discipline or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interest of the CIYFL.

1. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.

B. All Coaches shall lose tenure immediately as of:

1. The end of the season, or
2. December 31 of each year, whichever date is earlier.

C. The Board of Directors shall, in case of a player, give notice to the head coach of the team of which the player is a member. Said head coach shall appear, in the capacity of an advisor, with the player before a duly appointed committee of the Board of Directors, which shall have the full power to discipline or terminate such player's right to future participation.

Article IV – Dues

Section 1

The Board of Directors shall set registration fees and at least one (1) fundraiser annually. No player shall participate in the program of CIYFL without payment of such registration fees and participation of such fundraiser, unless such fees and/or participation are waived, in part or full, by direction of the Board of Directors.

Article V – Meetings

Section 1 - Annual Meetings

The annual meeting of the Board of Directors of CIYFL shall be held in November of each year, for the purpose of electing a Board of Directors, if their term is up, and receiving reports of the transaction of such business as may properly come before the meeting. After the Board of Directors is elected, the Board shall meet to elect the Officers.



A. Monthly Meetings.

1. Board of Directors will meet at least once a month, with the exception of December, date set by the Board, to conduct any and all business that may come before the Board.
2. Committee Meetings. Appointed committees shall meet at least once a month to execute assigned duties and also meet, as directed by the Board, with the Board of Directors at their monthly meeting with the committee chair to report progress or give final report.
3. Executive Committee Meetings. When deemed necessary the Executive Committee shall meet at their discretion.

Section 2 - Notice of Special Meeting

Notice of each special meeting of the Board Members shall be notified by mail, telephone, fax, email, or personal notice to each member at the last recorded address at least five (5) days in advance thereof setting forth the place, time and purpose of the meeting, or, in lieu thereof, notice may be given in such form as may be authorized by the Board Members, from time to time, at a regularly convened meeting.

Section 3 - Special Meeting

Upon the written request of five (5) Members, the President shall call a Special Meeting to consider a specific subject. No business other than that specific subject in the notice of the Special Meeting shall be transacted at any Special Meeting.

Section 4 - Quorum

The presence in person, or representation by proxy, of two-third (2/3) of the Board of Directors. In the event a quorum is not present, a vote will be tabled until the next monthly meeting.

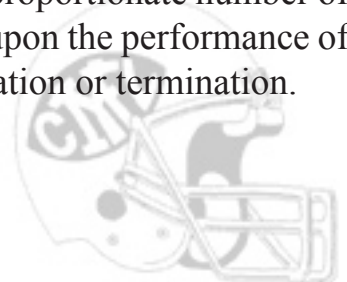
Section 5 - Rules of Order

Roberts Rules of Order shall govern the proceedings of all meetings, except where they conflict with the Constitution or By-Laws of the CIYFL.

Article VI – Board of Directors

Section 1 - Board and Number

The management of the property and affairs of CIYFL shall be vested in the Board of Directors. The number of Directors shall consist of the President, Vice President, Treasurer, Secretary, Immediate Past President and one (1) Head Coach from each team and a proportionate number of members at large. The Directors shall, upon election, immediately enter upon the performance of their duties and shall continue in office until the end of such term, resignation or termination.



Section 2 - Annual Election and Term of Office

All elections of Directors shall be by majority vote of all members present. All Directors shall serve two (2) year terms.

Section 3 - Vacancies

Should vacancies occur in the Board of Directors elections shall be held immediately following the annual election or on such day thereafter as shall be determined by the Board. Once the vacancies are filled that person will serve the remainder of the term left. The President or the Secretary may, whenever they deem it advisable, or at the request of five (5) Directors, issue a call for a Special Meeting of the Board. Notice of each Meeting shall be given by the Secretary to each Director either by mail at least three (3) days before the time appointed for the meeting to the last-recorded address of each Director, or by telephone, fax, email or personal notice twenty-four hours preceding the Meeting.

Section 4 - Duties and Powers

The Board of Directors shall have the power to appoint such Standing Committees, as it shall determine appropriate and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate.

A. The Board may adopt such rules and regulations for the conduct of its meetings and the management of CIYFL as it may deem proper.

B. The Board shall have the power, by a vote of two-thirds (2/3) at any regular or Special Meeting, to discipline, suspend or remove any Director, Officer or Committee Member of CIYFL in accordance with the procedure set forth in Article III, Section 4.

Section 5 - Voting Rights

Directors remain in good standing by not missing more than three (3) monthly meetings in a calendar year. An absence may be considered excused, if it is communicated to the Executive Committee and the Executive Committee deems the cause justified.

Any director in good standing has the right to vote on any issue at monthly and special meetings.

A member not in good standing can regain voting rights after petitioning the Executive Committee in writing.



Article VII – Officers, Duties and Powers

Section 1 - Election

Immediately following the annual meeting, the Directors present, provided there is a quorum, shall meet for the purpose of electing Officers and appointing committees for the ensuing year.

Section 2 - Officers

The Officers of CIYFL shall consist of a President, Vice President, Secretary, Treasurer and Immediate Past President. These Officers shall serve as the Executive Committee. No Officer may simultaneously serve as a coach and as an Officer.

A. The Board of Directors may appoint such other Officers as it may deem necessary or desirable, and may prescribe the powers and duties of each and may fill any vacancy which may occur in any office. Appointed Officers shall have no vote on actions taken by the Board of Directors unless such individual has been elected to the Board by the Membership or have been elected to fill a vacancy on the Board.

Section 3 - President

The President shall:

- A. Conduct the affairs of CIYFL and execute the policies established by the Board of Directors.
- B. Present a report of the condition of CIYFL at the annual meeting.
- C. Communicate to the Board of Directors, such matters as deemed appropriate, and make such suggestions as may tend to promote the welfare of CIYFL.
- D. Designate in writing other officers should have power to make and execute for and in the name of the CIYFL such contracts and leases they may receive and which have had prior approval of the Board, if necessary.
- E. Investigate complaints, irregularities and conditions detrimental to the CIYFL and report thereon to the Board or Officers, as circumstances warrant.
- F. Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- G. With the assistance of the Secretary, examine the application and support of proof-of-age and any other required documents of every participant candidate and certify to residence and age eligibility before the participant may be accepted.

Section 4 - Vice President

In case of the absence or disability of the President, and provided he/she is authorize by the President or the Board so to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of that Office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.

Section 5 - Secretary

The Secretary shall:

- A. Be responsible for recording the activities of CIYFL and maintain appropriate files, mailing lists and necessary records.
- B. Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- C. Maintain a list of all Players, Parent Volunteers, Assistant Coaches, Head Coaches, Directors and Committee Members and give notice of all meetings of the CIYFL Board of Directors and Committees.
- D. Keep the minutes of the meetings of the Members, and the Board of Directors and cause them to be recorded in a book kept for that purpose.
- E. Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- F. Notify Directors, Officers and committee members of their election or appointment.

Section 6 - Treasurer

The Treasurer shall:

- A. Perform such duties as are herein specifically set forth and such duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- B. Receive all monies and securities, and deposit same in depository approved by the Board of Directors.
- C. Keep records for the receipt and disbursement of all monies and securities, approve all payments from allotted funds and draw checks therefore in agreement with policies established in advance of such actions by the Board of Directors. All disbursements by check over \$2,000.00 must have dual signatures. The signatures will be any two officers.
- D. Prepare an annual financial report, under the direction of the President, for submission to the Membership and Board of Directors at the Annual Meeting.
- E. File the approved annual financial report with the State of Illinois and the Internal Revenue Service through the chosen league financial firm.



Article VIII – Financial and Accounting

Section 1

The Board of Directors shall decide all matters pertaining to the finances of CIYFL and it shall place all income in a common treasury, directing the expenditure of CIYFL in such manner as will give no individual team an advantage.

Section 2

The Board shall not permit the contribution of funds or property to individual teams but shall solicit some for the common Treasury of CIYFL thereby to discourage favoritism among teams and to endeavor to equalize the benefits of CIYFL.

Section 3

No Director, Head Coach, Assistant Coach, Parent Volunteer or Player of CIYFL shall receive, directly or indirectly, any salary, compensation or emolument from CIYFL for services rendered as Director, Head Coach, Assistant Coach, Parent Volunteer or Player.

Section 4

All monies received, shall be deposited to the credit of CIYFL in the local financial institution selected by the Board of Directors and all disbursements shall be made by a check. All disbursements by check over \$2,000.00 must have dual signatures. The signatures will be any two officers.

Section 5

The fiscal year of CIYFL shall begin on the first day of January and shall end on the last day of December.

Section 6

Distribution of Property Upon Dissolution. Upon dissolution of CIYFL and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property and/or funds of CIYFL to another entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501 (C) (3) of the Internal Revenue Code or any future corresponding provision.

Article IX – Amendments

This Constitution and By-Laws may be amended, repealed or altered in whole or in part by a two-thirds (2/3) majority vote at any duly organized Meeting of the Board of Directors.

