**BETHLEHEM TOWNSHIP ATHLETIC ASSOCIATION BY-LAWS**

**ARTICLE I - NAME**

This Association shall be known as the Bethlehem Township Athletic Association of Bethlehem Township, Pennsylvania, a non-profit organization.

**ARTICLE II - PURPOSE**

The purpose of the organization shall be to bring the youth and adults of our community together, to create ideals of good sportsmanship, fair play, honesty, loyalty and courage among the youth of Bethlehem Township and the surrounding areas. This will be achieved through organized, supervised, competitive events and other various activities that may be offered. This is a non-discriminatory organization.

**ARTICLE III - MEMBERSHIP**

**Section 1:** Qualifications for voting privileges will be the following:

-At the first, second and third meeting attended, an individual must sign the attendance sheet, and will be recognized by the president.

-At the third meeting, a vote will be taken for acceptance by majority rules.

If accepted by majority, member will receive a copy of the by-laws and will have full voting privileges at the next meeting.

- The three meetings must be attended in a **consecutive** four-month period.

**Section 2:** Failure to attend three (3) consecutive regularly scheduled meetings shall be cause for members to lose voting privileges. Voting privileges will be resumed after attending three (3) of four (4) **consecutive** regularly scheduled meetings.

**Section 3:** It shall be the primary responsibility of members of the Association to safeguard and promote the interests and welfare of the Association, its members, and its activities, including willingness to serve on committees.

**Section 4:** Only members with voting privileges may make nominations and motions. All persons attending the meeting may take part in any and all discussion.

**Section 5:** No member of this Association shall have the right to take any action, make decisions, represent, or enter in to any agreement affecting the Association without consent of its Officers.

**Section 6:** Members may be suspended or expelled upon satisfactory evidence of violation of these by-laws, or any other conduct which discredits this Association, provided the member has been given a fair hearing including reasonable opportunity to defend him/herself before the Executive Board.

The member in question and all parties involved must be given timely and proper notification of a hearing. **See “CONDUCT” in the GENERAL OVERALL RULES.**

**ARTICLE IV - FINANCES**

**Section 1:** Youth Activity Registration - The annual fee for registration for each in-season sport shall be $85.00 for the first child, $60.00 for a second child, $40.00 for a third child, with a maximum registration fee per family of $185.00 for one sport per child. If a child is playing more than one sport in a season, they will be considered first child for one sport and second child for additional sport regardless of family maximum. Families with multiple children in one different sport each will follow the $85, $60 $40 fee structure until family maximum. (Ex. a family of 4: 2 girls 2 boys: all in basketball=$185 or 1 Football, 2 soccer & 1 cheering=$185). Registration for an off-season sport shall be $43.00for the first child, $30.00 for the second child, $20.00 for the third child, with a maximum registration fee of $93.00 per family. Hardships will be considered on a case by case basis. If space allows, anyone who registers following the last scheduled date as set per the coordinator, will be required to pay a $10.00 late registration fee.

**For sports /teams that play outside their regular league (such as winter soccer, AAU basketball, or in season non-league tournament) the cost will be the team’s registration divided by the number of players so there will be no additional costs incurred to BTAA. Said team(s) may not use BTAA issued uniforms or equipment unless prior BTAA board approval is given to the team.**

**Section 2: All checks for fees, deposits, spirit wear, etc must be written to “BTAA” or “Bethlehem Township Athletic Association”. No checks written to a personal account will be accepted.**

**Section 3**: Uniform/Equipment Deposits – Each sport will require a deposit for uniforms and/or equipment handed out for player use during that season. The deposit checks will “travel” the following path: from parent to coach, from coach to sport’s coordinator then to treasurer along with team rosters. This deposit will be returned to player/family upon return of loaned equipment/uniform. The path of deposit will come from the treasurer, to the coordinator, to the coach to the family.

Deposit amounts per sport:

Football equipment and uniform: $250.00

Flags $100.00

Cheerleading shell and skirt: $150.00

Soccer Uniform: $75.00

Wrestling Singlet and Warm-up top and bottom: $75.00

Basketball: All Pates players- $75.00 uniform and all CBL players- $50.00 uniform

Softball Uniforms: $50.00

Boys Lacrosse:  Helmet and Shoulder Pads: $150.00, Jersey: $25.00

Girls Lacrosse: Jersey $25.00

In the case of equipment and/or uniforms not being returned and deposit is unredeemable by BTAA, the family will be restricted from all and any future registrations/participation until issue is resolved.

**Section 4:** Budgetary - Establish budgetary process for each sport and review on an annual basis. Begins two months prior to fiscal year and must be completed by fiscal year.

**Section 5:** Expenditures above budget must be submitted to the Executive Board. Expenditures of $1,000 or higher will require three bids from reputable vendors be submitted to the treasurer. This can be waived only by the treasurer and one other executive committee member. The treasurer, as a member of the Executive Board, determines the availability of funds. If deemed acceptable to the Executive Board, the expenditure will be presented to the body for a majority rule vote.

**Section 6:** In the event that a situation arises that requires immediate attention, above the budget, before the next regularly scheduled meeting, the Executive Board has the right to expend necessary funds and must report at the next regularly scheduled meeting.

**Section 7:** Gift and Donation Policies-

 All funds attained, that are not specifically directed to an individual sport or source of direct purchase, would be considered unrestricted use for the Bethlehem Township Athletic Association and must be deposited in the general fund.

a. Designated gifts will be accepted and must be clearly identified in writing with the donation. The sport or sports in which the donor intends the funds to go to must be identified, along with an item to be purchased if applicable.

b. Each donation shall be acknowledged by official correspondence from the Executive Board. The acknowledgement will be a letter of thanks including the gift date, gift amount, tax statement noting that no goods or services were received in exchange, and the sport the gift was donated to if applicable.

c. Gifts of services in kind will be accepted by the Bethlehem Township Athletic Association. This is when a donor offers to provide a commercial or professional service to the association as a donation. No dollar amount will be included in this acknowledgement of in kind services. It will be up to the donor to obtain professional advice regarding what can be claimed as a charitable tax deduction.

**Section 8: Fundraising for any and all BTAA sports may be organization wide as well as by individual sports. All funds raised via selling of goods, camps, clinics, lotteries, etc are deposited into the general treasury to benefit all the BTAA sports and sport specific requests as determined and approved by the Board. There may be an organization wide mandatory fundraiser required with possibility of a buyout.**

**Section 9:** An Audit Committee comprised of at a minimum, the President and Treasurer will review the statement of revenue and expenses on a monthly basis. The Treasurer or designee shall provide a monthly update at each regularly scheduled meeting.

At the end of each fiscal year, the President and Treasurer will prepare an Annual Report outlining all revenues and expenses for the fiscal year just ended. This report should be completed no later than sixty (60) days from the end of the fiscal year or in time to meet the budget allocation request timeline designated by Bethlehem Township. It should be disseminated to members and discussed at the regularly scheduled September meeting.

Within 120 days from the end of the fiscal year, the President and/or Treasurer shall contact an accounting firm to complete and submit the Form 990.

At a minimum, the President and Treasurer shall serve as liaisons with Bethlehem Township during the annual budget request and allocation meetings. This will include attending a budget meeting with township officials to review the prior year’s Annual Report and discuss next year’s funding request.

The Treasurer shall have the authority to review and monitor all monthly expenses and report any possible concerns or irregularities immediately to the Executive Board.

**ARTICLE V - BANKRUPTCY CONTIGENCY FUND**

A bankruptcy contingency fund of at least $5,000.00 shall be maintained in a special account to be used **only** if/when the organization is in immediate danger of bankruptcy and all other options for funds have been exhausted.

**ARTICLE VI - OFFICERS - EXECUTIVE BOARD**

**Section 1:** The elected officers of the Association shall be President, Vice President, Treasurer and Secretary(s), referred to as the **Executive Board**.

**Section 2:** Officers must be voting members for at least one year before being elected to office, and maintain voting privileges while in office. If situation arises; the Executive board has the right to make recommendation for exception.

**Section 3:** Duties of the Officers - The duties of the officers shall be as their title would indicate or as may be assigned to them by the Association.

**PRESIDENT** - The president shall be the chief executive officer of the Association, preside at all meetings, have no vote other than the tie-breaking vote when necessary, have general and active management of the affairs of the corporation, and see that all orders and resolutions of the Executive Board are carried into effect. The President shall be responsible for the monthly meeting agenda, and ensuring timely submissions of all fiscal requirements to Bethlehem Township, the Form 990 to the IRS, and any other fiscal deadlines that may arise.

**VICE-PRESIDENT** - The vice-president shall act in all cases for and as president in the latter’s absence or incapacity. The vice-president shall chair all committees unless otherwise specified by the president.

**TREASURER/CHIEF FINANCIAL OFFICER** - The treasurer shall have custody of the corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements in books belonging to the corporation. The monies of the corporation will be kept in a separate account to the credit of the corporation and shall be disbursed as ordered by the executive Board. The treasurer shall take proper vouchers for such disbursements and render an account of all transactions and the financial condition of the corporation, at the regular meeting of the body, or whenever required. The treasurer is responsible for obtaining any insurance required for the operation of the corporation. He/she will be responsible for advising the Executive Board on all financial matters of the organization.

**SECRETARIES** –There will be two secretaries. Their duties will be to keep accurate lists of voting members (including email addresses), record minutes of regular meetings, report minutes of previous meetings, and all nominating and voting ballots. The secretaries shall also maintain a calendar of events as specified in these by-laws (elections/selections, setting of annual fees, etc.), and coordinate/ participate in all registration sign-ups.

The secretaries shall send all thank you letters, monthly meeting reminders, coordinate the printing and distribution of announcements and flyers to the school district, and submit material for the Township brochure

**Section 4:** Election of Officers

a. Officers are elected for one-year terms. At least sixty (60) days prior to the annual election written nominations by voting members only will be accepted by the president for upcoming offices.

b. The election of officers shall take place at the regular monthly meeting in May, at which time additional written nominations by voting members only will be taken from the floor. The nominee must accept the nomination prior to voting. Election shall be by written ballot and all votes must be cast in person. The new slate of officers shall take office as of the July meeting.

c. Should there be more than one candidate for a single position; the candidate receiving the greatest number of votes shall be declared elected. In case of a tie vote, the issue shall be determined by subsequent ballot

**Section 5:** Any vacancies occurring during the year will be filled by the Executive Board subject to approval of the voting membership; majority rule.

**Section 6:** The Executive Board shall meet as requested by the President to rule on all infractions/protest of the by-laws and any hearings of coaches conduct. The Executive Board has the right to take necessary, appropriate action over any/all participants, parent, and/or guardians, and all appointments to safeguard the interests and welfare of the Association and all appointments of coaches. The Executive Board and General Board shall be included in the impeachment hearing process for any Officer not fulfilling his/her expected obligation. If this is an impeachment hearing, in that case, the next presiding officer who is not being impeached will chair the meeting. In the event this could not be settled, it will be presented to the voting membership.

**Section 7:** Enforce the Code of Conduct with the following procedures:

a. **Reporting**: Violations shall be reported in order to the coach, coordinator, a member of the board. Any actions that result in league sanctions (technical fouls/cards, team point deductions, removal from events, suspensions, etc) shall be reported to the coordinator and the board. Any person who feels that a coach or coordinator cannot provide impartial judgment or has not correctly handled a situation may escalate a report to the next level.

b. **Determination of Penalties:** A coach, coordinator or member of the board may take immediate disciplinary action based on their assessment of the facts on any report. A report of the action should be made to the coordinator and the board. Any behavioral suspensions for a game or more by a coach require the approval of the coordinator. A coach may limit participation at their discretion for such reasons as practice attendance, lack of cooperation, lack of preparation etc.

Any disciplinary action that results in a suspension of any participation privileges requires a majority vote of the board.

Any disciplinary action that results in the removal of a person from participation in all Bulldog activities forever requires a two thirds majority of the board and elected coordinators.

**Note: Elected vs. Appointed Position**: A person appointed to an elected position is considered elected. Some coordinator positions are appointed, not elected. These are not part of the disciplinary voting group.

c. **Penalties**: The BTAA has the right to remove from the playing field or area of competition any player, fans, relatives, or acquaintances associated with participant for any reason deemed necessary by the organization to maintain a safe and healthy environment.

The BTAA has the right to ban from future attendance any fans, relatives, or acquaintances associated with participant for any reason deemed necessary by the organization to maintain a safe and healthy environment.

The BTAA has the right to set any time limit for bans on future attendance.

The BTAA has the right to determine the area of competition for which bans on attendance will take place.

No participation by the child associated with an individual who is banned from attendance will be permitted until the banned individual is judged by the BTAA to be removed from the area of competition.

d. **Financial Penalties:** Any action by an individual that results in a fine or other financial penalty to the organization shall be the responsibility of that individual. No participation will be allowed by the child associated with that individual until the fine is paid.

e. **Appeals**: A person subject to disciplinary action has the right to present an appeal. The appeal must be heard within three days of notice to the board or the action will be in abeyance until the appeal is heard. Appeals may be presented in person or via written correspondence.

The appeal board must have at least three members. There must be at least two board members and a coordinator not involved in the sport in question or three board members. Any board members or coordinators that are available may sit on the appeal board.

The decision of the appeal board is final. The decision is by majority rule and the President has the deciding vote in the case of a tie. If the judgment of the board is for lifetime banishment, only a majority is required to uphold the banishment on appeal.

Appeals will be decided upon within three days of presentation of the appeal. All board members and coordinators will be given notice of an appeal within 24 hours of an appeal and have 24 hours to notify the Secretary of their desire to sit on the appeal board.

f. **Removal of Coaches/ Coordinators/Members of the Board:** Officials of the organization may be removed by a majority vote of the board and coordinators. Any seven members of the board or coordinators constitute a quorum for the removal of coaches, coordinators or members of the board. All coordinators and board members who desire to participate in the Conduct Review Committee have the right to participate and vote on the disciplinary action.

Procedures for reporting conduct violations, assessing penalties, assembling a conduct review committee and appeals are the same as for general members, with the exception of the makeup and size of the quorum required.

**ARTICLE VII - GENERAL BOARD**

This board will consist of executive board, coordinators for each sport program, webmaster, fund-raising coordinator, concession stand coordinator, and any other elected position. They will meet quarterly or when deemed necessary.

**ARTICLE VIII - ADVISORY BOARD**

The Advisory Board shall consist of any previous Officer (s) of the organization. They can be invited to attend any/all Executive Board meetings to offer assistance and their experience to current Board members and enforce code of conduct.

**ARTICLE IX - BACKGROUND CHECK/CERTIFICATION**

**Section 1:** All Head coaches, assistant coaches, coordinators, and officers are required to have an annual “SP4-164 Request for Criminal History Record Information”, a State Police background check. The **Secretary or** President will be responsible for maintaining all clearances. The coordinators will distribute and collect the background checks. They will be paid for by the organization. The background checks include: National Criminal Database Search, National Sex Offender Search, and Re-verification of criminal records.

**ARTICLE X – COORDINATORS**

**Section 1:** The President calls for written nominations one (1) month after that sport’s season, specifically, December for Football, Cheerleading and Soccer; April for Basketball and Wrestling; and August for Softball and Lacrosse.

 Nominations can only be made by active voting members.

 The nominee must accept nomination prior to voting.

 The nominee will be voted in by the voting members the following month, by written ballot; majority rule.

The coordinator must be a voting member for one year. If situation arises, the Executive Board has the right to make recommendation for exception.

**Section 2:** The duties of the coordinator or designee are:

- Attend all league meetings, attend BTAA meetings at least once per quarter and enforce all league and association by-laws.

- Schedules all sign-ups, notifying the secretary 1 month in advance to have flyers printed.

- Establishes all team rosters and submits them to the league as required.

- Contact board approved photographer for team pictures for entire sport. The coordinator may appoint a photo-assistant to carry out this task for that sport.

- Assists concession stand coordinator to schedule volunteers

- Makes recommendations for existing head coaches to remain or not six (6) weeks before election of head coaches. If recommendation for change is to be made; written notice is to be given to executive board with reasons. A list of all head coaches is to be presented to the board one month after the last sign up. Additions or changes of head coaches are to be presented as soon as possible.

- May appoint new head coaches when a vacancy exists, until the next regular meeting.

-Oversees all head coaches, assistant coaches, student coaches and team parents.

**-** Also provides the secretary with a list of coaches which includes addresses, email addresses, and phone numbers.

**-** Provides the secretary with a copy of league rules, and all team rosters.

- Obtains all necessary leases and schedules of fields/courts.

- Inventories all equipment at the close of their season and submits a list of needs to the Board, within one month after the close of their season, indicating their expected needs for the following year.

- Assures a physical form for each child is submitted prior to the first day of practice. If no physical form is submitted, that child CANNOT participate in any activities until submitted. Coordinator reserves the right to request additional medical clearance.

- Handles everyday affairs of the sport.

- Initiates any action necessary in the handling of lost or damaged equipment.

- Reports on sport at the regular monthly meeting and attends all General Board meetings

- Enforce the Code of Conduct

- Inform coaches of requirement of background/certification check.

- Provide the Treasurer with a proposed budget three months prior to the beginning of the sport.

- Assume oversight responsibility for the upkeep, distribution, and maintenance of all athletic equipment.

- Arrange for and organize equipment storage facilities.

- Maintain their sports website

**ARTICLE XI - COACHES**

**Section 1: Selection of Head Coaches:** All individuals interested in becoming a Head Coach must inquire with the sport’s coordinator prior to or at season registration. Existing Head Coaches who are interested in returning for the upcoming season must make their intentions known to the coordinator as soon as possible and no later than the regularly scheduled BTAA meetings outlined below:

Football and Lacrosse – January

Softball and Cheering – March

Soccer, Wrestling – June

Basketball - September

Existing Head Coaches will be evaluated at the end of each season by the coordinator. This evaluation will include, but not be limited to, coaching ability, interaction with children and parents, cooperation with the coordinator with respect to equipment hand outs and returns, attendance at BTAA monthly meetings, field maintenance, and prompt resolution to issues as they may arise.

The Coordinator will then prepare a list of coaches and submit them to the Board for approval.This list will be reviewed by the Board and approved. In the event that an individual(s) on the coordinator’s list is not approved by the Board, the President will contact both the coordinator and the individual(s) and inform them of this decision and the reason(s) for this decision.

Those individuals not approved by the Board will be offered the opportunity to appeal this decision. If requested, a special meeting of the Board will be held within 14 days. The purpose of this meeting will be to provide the individual with an opportunity to address the concerns raised by the Board. A final decision will be rendered by the Board immediately upon conclusion of this meeting.

If a situation arises where there is more than one individual interested in coaching a particular team, the Coordinator will submit a list of candidates interested in the position, along with his/her recommendation. The Board will consider all interested candidates and, upon conclusion of these considerations, select the Head Coach.

If a vacancy occurs **during the season**, the Coordinator shall appoint a Head Coach.

**Section 2: HEAD COACHES DUTIES INCLUDE:**

- Must be/become and remain a voting member.

**-** Allcoaches must complete an annual Criminal History Record Check.

- Ability to maintain a safe environment.

- Responsibility for their team, assistant coaches, student coaches, and team parent.

- Coaches must recognize and satisfy off field obligations including, but not limited to:

a. Timely communication with their coordinator, players and parents

 b. Attendance at meetings as scheduled by the coordinator or the organization

 c. Completion of all related paperwork on schedule

 d. Participation in support tasks, such as field maintenance, equipment issuance and evaluations

- Attend all practices and games or appoint a designee.

- Choose assistant coaches and team parent(s). Assistant coaches must be approved by coordinator.

- Assure that all physical forms are with the team at all times.

- Give a list of all team members to the Coordinator.

- Report directly to the coordinator.

-Shall attend all monthly meetings during the sport’s season or send a representative in order to communicate all organizational information team members and parents.

-Enforce Code of Conduct.

**Section 3:** **ASSISTANT COACHES**

They are selected by head coach and follow duties as assigned by the head coach. They are encouraged to attend regular monthly meeting and should become members of the organization. All assistant coaches are required to complete an annual Criminal History Record Checks.

**Section 4: STUDENT ASSISTANT COACHES (Students 17years of age and under)**

They are selected by either the coordinator or the head coach. They will assist as instructed by the coordinator or head coach. No student under 18 years will be allowed to be head coach.

**Section 5: TEAM PARENTS:**

They are selected by either the coordinator or head coach. They should become organization members and are encouraged to attend organizational meetings.

They will be responsible for:

-preparing and distributing refreshment stand schedules, when required,

-preparing and distributing all hand-outs,

-making necessary phone calls for schedule changes/cancellations.

**ARTICLE XII - PARTICIPANTS/PARENTS**

**Section 1:** Participants are anyone who attends any athletic event/sport in the Bethlehem Township Athletic Association. Participant and Parent responsibilities include:

-Obtaining a physician signed physical form prior to the first day of practice. Submit a copy of the physical form to head coach and retain a copy for own records. If requested, provide additional medical clearance.

-Assist with refreshment stand as stated in the refreshment stand guidelines on record.

-Returning equipment in same condition as received, within thirty (30) days after the equipment turn in date. If equipment is not returned, legal action will be taken. See **ARTICLE IV – FINANCES section 2**

-**Adhere to the Code of Conduct**.

**Section 2:** No profanity, alcohol, drugs, or tobacco of any kind is to be used during any activity in which the youth are involved. This encompasses both home and away facilities. Home facilities include all Bethlehem Township athletic fields, the Bethlehem Township Community Center and all facilities leased to BTAA by the Bethlehem Area School District. Appropriate action will be taken for violation of these rules.

**Section 3:** If a situation arises that it is necessary to limit the number of participants in a sport, Bethlehem Township residents will be given preference over non-residents. Children who have been playing for the Bulldogs will be grandfathered, should this situation arise. Each sport’s coordinator will determine the cut-off point for their sport, with the approval of the Executive Board. If the situation arises resulting in a need for late registration, no non-resident who registered on time will be denied participation.

**ARTICLE XIII - REGISTRATION**

Registration for each sport will be held at least one month before the first day of practice. Date of registration is established by the sport’s coordinator and reported to the secretary in time for flyers to be printed and distributed.

**Requests for registration refunds must be made in writing to the Coordinator of the sport for which the child had registered within thirty (30) days of the last scheduled registration date. There will be no refunds issued after this thirty (30) day period.**

**ARTICLE XIV - MEETINGS**

**Section 1:** Regular meetings will be held on a monthly basis. The Executive Board may meet prior/after each regular monthly meeting. The president may cancel/reschedule regularly scheduled meeting under special circumstances. Currently the meetings are to be held the 2nd Monday of each month.

**Section 2:** Special meetings can be called by the President or Vice-President when necessary.

**Section 3:** Notification in advance shall be made by E-mail, postal mail, phone, or posted on the main website of all meetings.

**Section 4:** Voting on a matter by the membership shall be done by a show of hands unless the President requests a ballot vote.

**Section 5:** A ballot box per sport/committee will be used when a formal vote is deemed necessary.

**Section 6:** There is no smoking during meetings.

**Section 7:** Members are asked to refrain from bringing children to regular meetings due to matters of discussion.

**ARTICLE XV - COMMITTEES**

The President and/or Vice-President shall create special committees as necessary, be informed of meetings, having the right to attend all sessions and participate in discussions.

**CONCESSION STAND COORDINATOR**– A coordinator will be nominated and elected by majority rule. The concession stand committee will consist of members of the body to be chosen by the coordinator from a group of volunteers. Their responsibilities include:

-Assists with each individual sport’s concession, appoint and assist a committee to purchase supplies needed, manage all aspects and report to the Executive Board.

**WEBSITE COORDINATOR/Webmaster** – A coordinator will be nominated and elected by majority rule. This individual shall be responsible for maintaining the BTAA homepage and updating it when necessary. In the case of no WC, the duties fall to the secretaries or VP.

**ARTICLE XVI - FISCAL AND ELECTIVE YEARS**

The fiscal and elective year is from July 1 to June 30.

**ARTICLE XVII - RULES OF ORDER**

The Association shall refer to Robert’s Rules of Order (latest edition) regarding any rules not covered in these by-laws. The current book of Robert’s Rules shall be brought to each meeting by the secretary or designee.

**ARTICLE XVIII - BY-LAWS**

**Section 1:** At the beginning of the calendar year, the President shall ask for any recommended changes to the by-laws from the body. If no deletions/additions/or amendments are proposed at the January regular meeting, the existing by-laws will remain in effect. If there are proposed changes, the President will establish a by-law review committee. Every two years a by-law review committee will be established even if no changes are proposed. The by-law committee will accept all written proposals at the regular February meeting.

**Section 2:** All changes made by the by-law committee will be read to the members, copies distributed with discussion at the March meeting. At the next regularly scheduled meeting recommended changes will be read, copies distributed with discussion and voted on by the voting members, majority rule. If the proposed change does not pass, the existing by-law will remain. If approved, they will become the new by-laws and take effect July 1. The committee chair person will give the President a copy of the by-laws before the March meeting.

**ARTICLE XIX - CHAMPIONSHIP APPAREL**

Championship apparel will only be made available to recognized league championship, or division championship **at competitive levels only** under the following guidelines:

-At the beginning of the fiscal period, the coordinator for each sport will meet with the Executive Board with their league by-laws to establish and define the highest level of accomplishment according to each sport’s league by-laws. It is the coordinator’s responsibility, should a league by-law change, to bring to the attention of the board and membership.

-The cost of championship apparel will be determined at the beginning of each fiscal year and will remain the same for the duration of that fiscal year (apparel may not be purchased at a higher price even if team

players are willing to pay difference).

-All team players will receive the same apparel.

-Final style and color must be approved by the Executive Board.

-Price of the apparel will be set at the beginning of the fiscal year. The organization will contribute $25 to the price of the apparel for players, head coaches, and assistant coaches based on approved coaches list.

For Cheer Championship determination:

-If BTAA competes in one competition, they must place first in that “championship” competition.

-If BTAA competes in 2 competitions, they must place first in that “championship” competition and place in the one other competition.

-If BTAA competes in 3 competitions, they must place first in that “championship” competition and place in at least one of remaining competitions.

-If BTAA competes in 4 competitions, they must place first in that “championship” competition and place in at least two of remaining competitions.

-If BTAA competes in 5 competitions, they must place first in that “championship” competition and place in at least two of remaining competitions.

-If BTAA competes in 6 competitions, they must place first in that “championship” competition and place in at least three of remaining competitions.

An undefeated season will be recognized by the organization based on the highest level of accomplishment as determined at the beginning of the fiscal period by the board. The manner of recognition will be determined at the same time that the criteria for championship apparel are set. Exceptions are to be brought by the head coach and coordinator in front of the board for further review.

**ARTICLE XX - BTAA BULLDOG APPAREL/PRODUCTS**

Any new clothing item or product that is to be sold or given through the organization that will represent or bear the name of the association in some form, BTAA, BTB, and/or Bulldog emblem must be reviewed by the board.

**ARTICLE XXI -AWARDS**

**LINDY MCINTYRE M.V.P. AWARD**

At the end of the football season, a most valuable player trophy will be awarded to one player on the senior-most team. A vote will be taken during the last week of regularly scheduled practice based on the following:

- The election will be by secret ballot conducted by the football coordinator, unless the coordinator is a coach of that team, and/or parent of a player on that team. If this occurs, the highest ranking officer who also is not a coach of that team and/or a parent of a player on that team will conduct the ballot.

- Each coach on that team will have one vote.

- A ballot will be taken of the players on that team as to their selection of an MVP. This will count as one vote.

- The winner will receive the MVP trophy. In the event of a tie, a second vote will be taken including only the tied players. If there is another tie, the coordinator will vote breaking the tie in the event of an even number.

Criteria for the selection will include the following in no particular order: leadership, ability, attendance, sportsmanship, team spirit, attitude, and quality of play in game situations.

**BULLDOG AWARD**

The Bulldog Award will be give to an individual(s) who demonstrates, through their actions and deeds, a commitment to our organization and the youth that it serves. The individual will be chose by the following criteria in no particular order:

- Has been an active, involved member for a minimum of five (5) years.

- Sets a positive example, through their actions and deeds, to the youth of our organization.

- Has made significant contributions of their time, energy, and talents for the benefit of the organization.

- Demonstrates Bulldog pride through their positive interactions within the organization, within the leagues in which we compete, and within the organization as a whole.

Nominations: Will be accepted, in writing, by the Board beginning July 1 and ending May of the following year.

Recipient: Will be chosen by the Board from all nominations submitted.

Awarded: Will be given at an appropriate recognized event to be chosen by the Executive Board.

**RECOGNITION**

Awards, as determined at the beginning of fiscal period by the Executive Board and coordinator of each sport will be given to every player as recognition for their participation in each sport.

**Banquet/Award Ceremony –** Option to be determined by the sport’s coordinator. Any team wishing to have a banquet/awards ceremony must first receive approval from their coordinator. These are self-funded by coaches and/or parents. BTAA will not provide any financial support to any type of banquet/awards celebration.

**Revisions Effective July 1, 2013**