

EPSOM YOUTH ATHLETIC ASSOCIATION BY-LAWS

ARTICLE I: Name, Affiliation and Purpose

This association shall be known as the Epsom Youth Athletic Association (EYAA). The affiliation of EYAA with other athletic programs, whether they be national, state, local or independent, will be in strict accordance with the established rules and regulations of said programs.

The purpose of EYAA is to provide and promote athletic programs for all youth in and about the town of Epsom, NH. EYAA is to implant in the youth of the community ideas of good sportsmanship, honesty, loyalty, courage, and reverence so that they may be fine, strong, and happy youth who grow to be responsible, healthy adults.

ARTICLE II: Sites of Operation

The principle operations of EYAA shall be in and about the town of Epsom, County of Merrimack and State of New Hampshire, but may extend into other areas, which will not infringe upon other programs and associations.

ARTICLE III: Officers

Officers of EYAA are President, Vice President, Secretary, and Treasurer.

SECTION 1: President

It shall be the duty of the President to preside over all meetings of the association and perform such duties as this office may require as recorded in the policy and procedure document.

The President is elected for a two-year term, on odd numbered years.

SECTION 2: Vice President

It shall be the duty of the Vice President to oversee special projects initiated and carried out by EYAA members and perform such duties as this office may require as recorded in the policy and procedure document.

The Vice President is elected for a two-year term, on even numbered years.

SECTION 3: Secretary

It shall be the duty of the Secretary to keep all the minutes of all proceedings and records of the same. The Secretary shall give notice of all meetings and perform such duties as this office may require as recorded in the policy and procedure document.

The Secretary is elected for a two-year term, on odd numbered years.

SECTION 4: Treasurer

It shall be the duty of the Treasurer to receive and safely keep all funds of the association and perform such duties as this office may require as recorded in the policy and procedure document.

The Treasurer is elected for a two-year term, on even numbered years.

ARTICLE IV: Commissioners

SECTION 1: General Commissioner

It shall be the duty of the General Commissioner to perform the duties of the Sport Commissioners in their absence as agreed upon by the Board of Directors and perform such duties as this office may require as recorded in the policy and procedure document.

The General Commissioner is elected for a two-year term on odd numbered years.

SECTION 2: Sport Commissioners

Sport Commissioners of EYAA are Soccer, Basketball, Softball and Baseball.

It shall be the duty of the Sport Commissioners to oversee and control all activities of their respective sport and perform such duties as their office may require as recorded in the policy and procedure document.

All Sport Commissioners are elected for a two-year term. Softball and Baseball (T-ball/Rookie) Commissioners will be elected on odd numbered years. Baseball (Minor/Major/Babe Ruth), Basketball and Soccer Commissioners will be elected on even numbered years.

ARTICLE V: Board of Directors

The Board of Directors includes Officers and the General Commissioner. Each member of the Board of Directors will have one vote.

ARTICLE VI: Position Eligibility, Nomination and Election Procedure

SECTION 1: Eligibility Requirement

A candidate for an elected position must have attended at least two meetings within a six month period prior to nomination.

SECTION 2: Nomination and Election Procedure

Nominations shall be presented to the Board of Directors for review no later than the November meeting. Nominees must have a second. Only those nominees will then be presented to the membership for election by vote at the annual meeting held in January. The exception is the Basketball Commissioner, whose nomination will be taken at the annual meeting on the even numbered years and voted on at the March meeting, to take office at the end of the March meeting and the Treasurer, whose nomination will be taken at the annual meeting on the even numbered years and voted on at the April meeting, to take office at the end of the April meeting.

SECTION 3: Term Limits

All elected positions will have a limit of two terms. Positions will be vacated at the end of a term limit and the termed out individual would not be permitted to hold an elected position for a period of one year. In the case of an appointed individual to a vacant position, the appointments will last until the next annual meeting at which time the vacancy will be filled by way of the Nomination and Election Procedure, the term limit time will begin as of the election. Should a position remain vacant for 6 months, individuals would be permitted to fill the vacancy by appointment from the Board of Directors, regardless of prior term limit.

SECTION 4: Vacancies

Vacancies which occur during a term of office will be filled by the remaining officers or by temporary appointment by the Board of Directors. Appointments will last until the next annual meeting at which time the vacancy will be filled by way of the Nomination and Election Procedure.

In the event that a position remains vacant for a period of six consecutive months, an appointment to fill the position can be any qualified individual, regardless of previous role or term length within the organization.

SECTION 5: Removal Proceedings

Any coach, assistant coach, umpire, referee, officer or commissioner acting under the guidelines of EYAA, can and will be removed from office or from this association for flagrant offenses and/or violations to rules and regulations, and/or actions not in the best interest of the youth, community, or this association. Removal requires a two-thirds majority vote from the Board of Directors.

ARTICLE VII: Powers

EYAA shall have the following powers in addition to the powers expressly or implicitly conferred to it by law.

SECTION 1: To make and enforce rules and regulations to govern itself on a local basis but “consistent with” and not “contrary to” any rules and regulations of the other programs with which EYAA is affiliated. New rules and regulations require a majority vote by the Board of Directors.

SECTION 2: Power to solicit contributions as a non-profit organization.

SECTION 3: Power to enter into contracts, agreements, etc., which would be beneficial to the association and the youth of the community.

SECTION 4: Power to purchase, hold and own property and equipment for the benefit of youth athletics. Purchases of under \$500 by elected or appointed members do not require approval. All purchases greater than \$500 require a majority vote by the Board of Directors.

SECTION 5: Provision for Dissolution

Upon the dissolution of this association all assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (C)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the Epsom Central School, for athletic team purposes.

ARTICLE VIII: Membership

EYAA membership shall be open to all residents of the town of Epsom, NH who are at least 18 years of age and have attended three, virtual attendance included, EYAA meetings within a six month period. Any member who does not meet the above requirements immediately loses membership status.

Officers and Commissioners must attend three of the last six meetings, while virtual meetings count, at least 2 meetings need to be attended in person. Failure to meet this requirement may result in the position being declared vacant and a successor being appointed by the Board of Directors for the remainder of said Officer or Commissioner’s term. Failure to meet the membership attendance requirements will result in the position automatically being declared vacant.

SECTION 1: Conflict of Interest

Any possible conflict of interest on the part of any member of the Board, officer, or employee of the corporation shall be disclosed in writing to the Board and made a matter of record through an annual procedure and also when the interest involves a specific issue before the Board. Where the transaction involving a Board member, trustee, or officer exceeds five hundred dollars (\$500) but less than five thousand dollars (\$5,000) in a fiscal year, a two-thirds vote of the disinterested directors is required. Where the transaction involved exceeds five thousand dollars (\$5,000) in a fiscal year, then a two-thirds vote of the disinterested directors is required as well as publication of disclosure to the general public. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting, and the actual vote itself. Every new member of the Board will be advised of this policy upon entering the duties of office, and shall sign a statement acknowledging, understanding of, and agreement to this policy. The Board will comply with all requirements of New Hampshire law in the area and the New Hampshire requirements are incorporated into and made a part of this policy statement.

Family and Marital Relationships

No director, officer, or employee of the organization shall participate in the decision-making process on any matter in which they, their spouse, family member or domestic partner has a material financial interest or may personally benefit. In such cases, the individual must disclose the relationship and the nature of the conflict to the Board, and must recuse themselves from discussion and voting on the matter. All such disclosures and recusals shall be documented in the minutes of the meeting.

SECTION 2: Resignation and Expulsion

Any member has the right to resign at any time. However, all fees and property of EYAA will be returned.

Expulsion will be accomplished through the Removal Proceedings of Article VI, Section 5 of the by-laws.

ARTICLE IX: Meetings and Quorums

SECTION 1: Regular Meetings

The regular meetings will be held on a monthly basis (except for July and December), at a predetermined date, time and location, as decided in the previous month's regular meeting, as noted in the meeting minutes. All meetings will be held at a public place centrally located in the town of Epsom.

SECTION 2: Annual Meeting

The regular meeting for the month of January will be known as the annual meeting. This meeting shall be different from the regular meetings in that the election of Officers and Commissioners will take place at this time.

SECTION 3: Special Meetings

The Board of Directors will call special meetings at any time for purposes, reasons, or requests that need to be resolved or discussed for the betterment of the association and youth of the community. Special board meetings to address specific sport related matters may be requested by that sport's Commissioner.

SECTION 4: Quorum

A quorum will be a simple majority of the Board of Directors at any meeting.

ARTICLE X: Parliamentary Authority

"Robert's Rules of Order" may be used as a guide for parliamentary procedure when not otherwise addressed in the by-laws and policies of EYAA.

ARTICLE XI: Order of Business

The usual order of business will be as follows:

1. Call to order by the presiding officer
2. Attendance recorded by the Secretary
3. Review minutes of the previous meeting by the Secretary, followed by necessary discussion and vote for acceptance
4. Treasurer's report, file for audit
5. Reports from officers/commissioners/committees
6. Unfinished/old business
7. New Business
8. Adjournment

ARTICLE XII: Amendments

All amendments to these by-laws shall be provided to and discussed with the membership at a regular meeting. At the following meeting, we will entertain the vote on said amendment. All amendments shall require a two-thirds majority vote of the membership to pass.