

Northern Kentucky Youth Association



Our Vision

“To be the best sports/activities program through organization, training, and fairness; recognized throughout Northern Kentucky at ALL ages and levels of play.”

Our Mission

“To develop and maintain a sports/activities program for both youth and adults, aimed toward the overall building of character, ability, fitness, and sportsmanship.”

Our Motto

“See the Vision, Share the Dream, Touch the Reality”

BY-LAWS OF

NORTHERN KENTUCKY YOUTH ASSOCIATION
A NON PROFIT CORPORATION

Amended October 17, 2011

Effective October 17, 2011

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Article I- Name and Purpose

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Section 1.

The name of this non-profit organization shall be Northern Kentucky Youth Association, Inc. or known as NKYA.

Section 2.

The principal offices of this organization shall be located in one of Boone, Campbell or Kenton County, KY.

Section 3.

The purpose of this organization shall be the development and propagation of an athletic program and to provide every eligible youngster the opportunity to play in an organized sports/activities program. The N.K.Y.A. sports/activities programs will remain focused on the teaching of sportsmanship as well as instruction and developing each player's abilities both in the rules of the game and in playing of the game. Also, N.K.Y.A. does support and provide opportunities for those players wishing to play in external leagues/organizations as a representative of the N.K.Y.A. organization. All internal N.K.Y.A. programs/activities are structured as recreational in which each participant is permitted to play. There are no tryouts or cuts. For those participants playing in external leagues/organizations, are considered competitive and therefore tryouts, cuts and playing time could be affected.

The NKYA organization may affiliate with organizations in the future as deemed appropriate by the Board of Directors.

Section 4.

No part of the net earnings of the Northern Kentucky Youth Association shall insure to the benefit of, or be disbursed to its members, officers, or other private persons, except that the Northern Kentucky Youth Association shall be authorized and empowered to pay reasonable reimbursement for services. No substantial part of the activities of the Northern Kentucky Youth Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Northern Kentucky Youth Association 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 section, the Northern Kentucky Youth Association shall not carry on any other activities not permitted to be carried on (a) by an association exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an association, contributions to which are deductible under section 170 (C)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Section 5.

Upon the dissolution of the Northern Kentucky Youth Association, after paying or making provision for the payment of all of the liabilities of the Northern Kentucky Youth Association, all of the assets of the Northern Kentucky Youth Association shall be disposed of exclusively for the purpose of the Northern Kentucky Youth Association in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Northern Kentucky Youth Association shall determine.

Article II- Voting Rights**Section 1.**

There are two categories of voting rights: Amendments to these bylaws, and Annual and Special Elections.

Section 2.

Members are entitled to vote as long as they are in good standing.

Section 3.

Annual and Special Elections, a member shall be entitled to vote in all elections open to the general membership as long as such member is in good standing.

Article III- Membership**Section 1.**

Membership in the Northern Kentucky Youth Association shall be open to all whom have passed their 18th birthday. "Member" shall mean and refer to every parent and/or legal guardian of children currently enrolled in NKYA programs and those who have been enrolled in NKYA in the previous one (1) year. Membership will also include those persons who currently contribute their time as volunteers to the benefit of NKYA or have contributed in the previous one (1) year. Any member who has not actively participated in NKYA programs in the previous one (1) year shall cease to be a member of NKYA unless serving in some recognized capacity of NKYA.

Section 2.

Membership and registration fees will be set by the Board of Directors, on a per sports basis.

Section 3.

The fees shall be waived for all contributing Directors, current spouse, and dependents less than 18 years of age, after three (3) months of service. This benefit covers individual fees and where team fees are appropriate that team fee will be reduced proportionally. Concurrent terms, as a board member shall constitute membership.

Section 4.

Discontinuance of Membership: Members failing or refusing to follow the terms and conditions set forth in the NKYA constitution, by-laws, codes of conduct or established regulations of league play or which to attempt to circumvent a decision of the NKYA Board of Directors or its sports/activities administrators or seriously damage the interests of NKYA, face suspension or expulsion from NKYA membership. The passage of suspension or expulsion shall require the approval of no less than two thirds (2/3) of the entire Board of Directors. A suspended member shall not be considered a member in good standing until the suspension has been served.

Section 5.

All Board members will be held accountable for their actions when coaching, as referee, or umpiring a team within the organization; above and beyond the coaches and parents codes of conducts

Article IV-Government**Section 1.**

The Board of Directors (hereafter referred to as the Board) shall consist of the Executive Committee, and enough elected members up to a total maximum of fifteen (15) and a minimum of 11.

Section 2.

The "Executive Board" shall consist of a President, Vice President, Treasurer, Secretary, and Trustee (positions 1 through 5) and up to ten (10) Members at Large (positions 6 through 15). Relatives may not fill positions 1 through 5 simultaneously.

Section 3.

The Board shall control and manage the Northern Kentucky Youth Association.

Section 4.

Authorized expenditures shall be withdrawn from the Northern Kentucky Youth Association's General account requiring the President, Trustee, and Treasurer signature(s) on all expenditures.

Section 5.

The Board of Directors will insured for liability during their term in office.

Section 6.

A simple majority of the Board shall constitute a quorum.

Section 7.

In the event that a Director misses two (2) consecutive Board meetings or is considered to be non-contributing, the Director may be removed by a 2/3's vote of the entire Board of Directors.

Section 8.

All Board members must help throughout the year with the various activities of each sport within the organization.

Section 9.

Fundraising proposed expenditures will be submitted to the board at least 30 days prior to the event.

Section 10.

NKYA officials should be participants of the organization within the last year. These officials (Referees and umpires) should be utilized first and foremost prior to utilizing anyone from outside of the organization.

Article V-Meetings

Section 1.

The Northern Kentucky Youth Association shall hold a regular monthly Board Meeting on the third Sunday of each month or on such dates as may be set by the Executive Board.

Section 2.

The date of the (annual) election and membership meeting shall be the 3rd Sunday of October. Executive Board elections will be done on the 3rd Sunday in November.

Section 3.

Fiscal Year: The fiscal year will begin January 1st of each year and end December 31st of the same year.

Section 4.

Audit: The books and accounts of the NKYA shall be available for audit by members annually. An income and expense statement shall be available for reviewing by the Board of Directors at the last board meeting scheduled prior to the annual meeting in October. At the annual meeting the books and accounts of NKYA shall be available for inspection by the NKYA Board of Directors as well as members of the NKYA membership.

Section 5.

The books and accounts of NKYA will be independently audited annually.

Section 6.

A member of the board may be considered not present if not present for at least 50% of a regularly scheduled meeting of the Board of Directors.

Article VI-Committees

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Section 1.

The President will appoint chairpersons for the following committees:

Membership, Constitution and by-laws, Sports, Audit, and Sponsorship. Each committee should consist of at least one Director and members at large for the current Board year. Auditor will become part of the Executive Board.

Section 2.

The President may appoint chairpersons for ad Hoc committees.

Section 3.

The Board of Directors shall be responsible for appointing a board member as administrator for each sports/activity by a simple majority vote.

Section 4.

The Board of Directors shall be responsible for appointing a board member as administrator to order shirts/uniforms and trophies by a simple majority vote.

Article VII-Conflict of Interest

Section 1.

All Board Members shall be required to complete a Conflict of Interest statement and Covenant not to Compete form and have it on file with the President and Secretary by the last day of January of the year in which their term begins. All materials (i.e. databases, documents, etc) shall remain the property of NKYA. Board members will have all player fees waived (as per Article III, Section 3) as compensation for service on the Board of Directors.

Section 2.

All Board members are required to fill out a Non-compete and Board Members Code of Conduct at the first meeting in January.

Section 1.

General elections shall be held at the annual election and membership meeting in October. The Board of Directors and officers shall be installed at the January Board Meeting. The new Board of Directors shall be elected by the general membership. The newly elected Board of Directors will elect its new Executive Board prior to the new fiscal year.

Section 2.

The Board of Directors shall determine nominees for each Executive Board positions. The term for each position shall be for one calendar year (January-December). The NKYA does not have term limits.

Section 3.

The general membership may nominate Board members.

Section 4.

All nominees must be current members and in good standing of the Northern Kentucky Youth Association.

Section 5.

Voting shall be by Current members who must be present to vote. All elections shall be by secret ballot and no member may cast more than one ballot. The candidate(s) receiving the greatest number of votes shall be elected. In the event of only one person being nominated for an office voting may be by acclamation. Email and text votes cannot be accepted for any reason.

Section 6.

If an individual wishes to run for a Board position and is unable to attend the October meeting, then he or she may run, and is eligible for the position.

Section 7.

In the event of a vacancy occurring on the Board, the position may be filled by appointment by the Board of Directors. The board will make a reasonable effort to advertise for 30 days and fill open positions to achieve minimum required number of board members.

Article IX-Duties of Officers

Section 1.

The President, as chief executive officer of the organization, shall supervise the organizations affairs and activities and carry out the following duties:

- A: Preside at Board of Directors meetings.
- B: Oversee all activities of NKYA and the work of the Board of Directors.
- C: See that all NKYA policies, rules, and regulations are adhered too.
- D: With the voting approval of the Board, establish committees and appoint chairpersons as directed.
- E: Provide NKYA representation at any function deemed necessary outside the NKYA programs.
- G: Set up any additional meetings as deemed necessary to ensure that all officers/chairpersons have the knowledge to carry out their respective duties.

Section 2.

The Vice President shall assume all the powers and duties of the President should the President become unable to fulfill the duties of the office.

Section 3.

The Secretary shall be:

- A: Custodian of all office assets and correspondence.
- B: Record and publish all meeting minutes in a timely fashion.
- C: Provide proper notice of NKYA monthly meetings to the Board of Directors and all other interested persons whose attendance at such meetings is required.
- D: Record keeper of all other organizational documents pertinent to the organizations management.

Section 4.

The Treasurer shall be the auditor of all sports/activities financial records. Each sport/activities administrator in conjunction with the Treasurer will account for all monies, deposit into proper accounts under the NKYA organization structure, disburse funds associated with each sports/activities incurred and present financial records during the regular Board of Directors meeting. Also, the Treasurer shall:

- A: Have the income tax prepared by March following the end of the fiscal year.
- B: Responsibility of all funds for administration usage.
- C: Assume financial responsibility for any sports/activities program.

Section 5.

The trustee is responsible in conjunction with the Treasurer to conduct monthly audits of all financial records. The Trustee must provide a monthly report of the status to the Board of Directors during regular monthly board meetings.

- A. During the elections, the Trustee will be responsible for assembling the ballots. Once the votes have been cast the Trustee and one other Board member will be responsible for counting and tallying the votes. During the Executive Board election, the Trustee will refrain from counting the votes in the Trustee election and the Vice President will count them with another Board member.

Section 6.

The Executive Board shall constitute the administrative body of the Northern Kentucky Youth Association and shall have among its duties the safekeeping and proper use of the funds of the Northern Kentucky Youth Association.

- A. The Executive Board may suspend any board member if they, the Executive Board determines it is in the best interest of the Northern Kentucky Youth Association. This action will be reviewed by majority vote of the entire Board of Directors at the next scheduled meeting.
- B. The Executive Board shall have the authority to hold confidential on-going business negotiations until such time that they have been completed if they, the Executive Board determines it is in the best interest of NKYA to do so. Once any proposal has been presented to the Board of Directors it shall become part of the public record of NKYA and be made available for public inspection.

Section 1.

All proposed amendments must be submitted to the Board of Directors at least thirty days prior to the annual election and membership meeting.

Section 2.

Those proposed amendments that are acted on favorably by the Board would be presented at the Annual election and membership meeting where they will be voted on. The membership will be notified of the meeting sixty (60) days prior to the actual election and membership meeting.

Section 3.

In the event of the Board acting unfavorably on a proposed amendment it may be brought to the floor of the annual election and membership meeting by a petition containing the names of two third (2/3) of the current membership.

Section 4.

All changes to the bylaws will take effect immediately.

Article XI-Parliamentary Authority

Section 1.

If a simple majority of the directors cannot be reached, Roberts Rules of Order shall govern the association in all cases to which they are applicable subject to such rules as has been or may be adopted.