

*By-laws
of the
Benton Sports and Athletic Commission*

Article I: Name

Section 1. Name. The name of this association is the Benton Sports and Athletic Commission, herein also referred to as the BSAC or the Commission.

Article II: Purpose

Section 1: Mission Statement. The Mission statement of the Benton Sports and Athletic Commission is to provide athletic programs for Benton area youth which advance the ideals of Sportsmanship, Physical fitness, and playing skill. These programs will stress fundamental sport skills, fair play, respect, safety and team participation. Younger players will be encouraged to participate in instructional league programs with progressively more competitive league programs available to intermediate and advanced age groups. The objective is to provide each youth with quality playing time as well as a path for athletic and personal growth.

Article III: Membership

Section 1. Eligibility: Any responsible adult becomes eligible for membership by enrolling a youth in a BSAC program. Responsible Adult is defined, as the parent/guardian who signs the youth's Application Form, is accountable for payment of program fees and with legal capacity completes any required liability waivers. Membership in this organization shall be available without regard to race, color, creed, or national origin.

Section 2. Application for Annual Membership. Application is to be made by completing an Application form and/or appointment as approved by the BSAC board. The Commission will provide such Application Form as for each Athletic league program. Membership will expire 12 months after application is approved by the board.

Section 3. Fees: The BSAC Board shall assess a standard per-player fee based on anticipated costs for each athletic program including allowances for necessary operating reserves. Fees are to provide for non-profit operation and may be waived by the

BSAC Board (by written request, in confidence) to accommodate players that might otherwise be excluded due to economic hardship.

- Section 4. Refund of Fees: The BSAC Board will not refund fees after the child's first league game has been played unless approved by the BSAC board.
- Section 5. Termination: Membership may be terminated for any of the following reasons:
- A. Failure to comply with BSAC By-laws or such other regulations as may be enacted by the BSAC board.
 - B. Negligent or irresponsible actions, which compromise the safe and/or sportsmanlike, conduct of Commission programs.
 - C. Failure to provide the appropriate waivers releasing BSAC Board members from damages or liabilities which might arise from their participation in or association with BSAC programs.
 - D. Terminations require approval by the BSAC Board.

Article IV: Representation

- Section 1. Representation: Representation in this Commission shall be limited to members in good standing. Each member is entitled to one vote.
- Section 2. General Meetings: The General Membership shall have at least one meeting per year for the purpose of conducting Commission business which includes election of the BSAC Board of Directors. Twenty members shall constitute a quorum. In the event the quorum is not met, those members present will make recommendations that will be taken back to the BSAC Board for final decision.
- Section 3. Only BSAC members in good standing of the organization shall be eligible to participate in its business meetings, introduce motions, debating, voting, or to serve in any of its elective or appointive positions.

Article V: Officers

- Section 1. Officers. The executive officers of this commission shall be a President, Vice President, Secretary, and Treasurer.
- Section 2. Powers and Duties of the President. The President shall preside at all meetings of the members and BSAC Board of Directors; and be a member ex officio of all committees. The President shall have general charge of the business and perform specific duties of the Commission that may be assigned by the BSAC Board of Directors.

- Section 3. Powers and Duties of the Vice President. The Vice President, in the absence or incapacity of the President, the Vice President shall assume the powers and duties of the President. In charge of forming committee's for fund raisers or other projects as approved by the board and perform specific duties of the Commission that may be assigned by the BSAC Board of Directors.
- Section 4. Powers and Duties of the Treasurer. The Treasurer shall perform functions as are customary to the position of Treasurer to include:
- A. Receive all monies of the organization, To regularly maintain accurate financial records of the BSAC bank account, present commission books to the membership or Directors in a timely basis, pay out local funds in accordance with the approved budget or as authorized by the Board, and perform specific duties of the Commission that may be assigned by the BSAC Board of Directors. The BSAC books shall at all times be open to inspect by the executive officers and/or the membership at large.
 - B. The president may appoint an auditing committee consisting of not less than three members at least two weeks before the final meeting of the year. The auditing committee shall examine the treasures's accounts and shall verify their accuracy, signing a statement to that effect.
 - C. Accurately track funds by functional area as needed to insure targeted funds are properly allocated. The Board must approve reallocation of targeted funds.
 - D. Expenditures of greater \$50: Must be submitted for approval, in advance, to the board.
 - E. Expenditures (other): Receipts for reimbursement must be presented to the Board for approval.
 - F. Only the Treasurer (w/President as back-up) will have signing authority for payments.
- Section 5. Powers and Duties of the Secretary. The Secretary shall perform functions as are customary to the position of Secretary to include: To keep the minutes of all meetings of the Board of Directors and General Membership, presentation of meeting notes for approval by the Board, delivery of all notices of the Commission, dissemination of all meeting notes and decisions (including voting record) as made by the Board, membership, and/or committees. Also perform specific duties of the Commission that may be assigned by the Board of Directors.
- Section 6. All officers shall:
- A. Perform the duties prescribed in the parliamentary authority in addition to those outlined in these bylaws and those assigned from time to time.

B. Deliver to their successors all official material within ten days following the meeting at which the new officers assume their official duties.

Article VI: Board of Directors

- Section 1. Control of the Commission. Control of the Commission, subject to the power inherently retained by the membership, shall be vested in the BSAC Board of Directors and such committees or agents as the Board may Delegate.
- Section 2. The BSAC Board shall consist of the executive officers of the organization, individuals as appointed by the general membership by majority vote, and the principal of the school or a representative appointed by him/her.
- Section 3. Regular Board Meetings. Monthly meetings of the Board will be held during the Athletic seasons. The Directors shall hold a meeting at the end of each Athletic season for the purpose of handing out awards to League participants and BSAC elections. The date, time and place to be determined by the President and/or the Board of Directors. All BSAC Board meetings are open to any BSAC member.
- Section 4. Special Board meetings of the Board of Directors shall be held whenever called by the directions of the President, or by a majority of the Directors in office. One-day notice will be given before the meeting, to each Director, but that Director may waive such notice and their right to vote.
- Section 5. Quorum and BSAC Board Approval. A majority vote of the Directors present at BSAC Board of Director meetings shall constitute a quorum for the transaction of business.
- Section 6. Appointment of Committee Chairpersons: At the first BSAC Board Meeting following a general membership BSAC meeting, the Board of Directors will approve the appointment of the Committee Chairpersons.
- Section 7. The committees and their duties are as follows:
A. Sports Committee(s): There will be athletic committee(s) formed as deemed necessary by the Board of Directors. The committee shall have charge of the organization and execution of the athletic program and activities, subject to review and approval by the board. Provide league team rosters and schedules to coaches and board members and perform specific duties of the commission that may be assigned by the Board of Directors.

B. The committee's term will last through the end of the appointed athletic program awards presentation and general BSAC meeting.

C. Concessions Committee: Shall be in charge in the organization and execution of the concessions for BSAC events, subject to approval by the Board.

Section 8. Complaints are to be submitted in writing to any BSAC Board member. Responses to written complaints will be addressed by the board and delivered by the President.

Article VII: Election of Officers/Board of Directors

Section 1. The Directors shall be elected at a general BSAC meeting and will need to be approved by the Governing Body of the City of Benton and which specifically provides that board members will serve at the pleasure of the Governing Body which essentially means that the Governing Body can remove and replace directors if it should feel the need to do so.

Section 2. Election of Officers. At the first BSAC Board Meeting following a general membership BSAC meeting, the Directors shall proceed to the elections of the Officers of the Commission.

Section 3. Qualifications. Any individual member in good standing is eligible for nominations as an Officer/Director.

Section 4. Nominations.

A. Nominations for directors shall be made by a nominating committee of five members, two of whom shall be elected by the BSAC board from its body, and three elected by the BSAC board from the general membership at least one month prior to the election.

B. The consent of each candidate must be obtained before his or her name is placed in nomination.

C. The nominating committee shall report at the general BSAC election meeting the name of at least one candidate for each position to be filled.

D. Additional nominations may be made from the floor provided the consent of each candidate has been obtained before their name is placed in voting.

Section 5. Removal from Office. An Officer/Director may be removed from office at any time by the affirmative vote of a majority of the Board of Directors.

- Section 6. Term Limits. Officers/Directors shall serve for a term of three years. Each Officer/Director shall serve for the term which elected and until a successor shall have been duly elected.
- Section 7. Successors. At each election, the successors to the current Directors whose term shall expire in that year shall be elected by a vote of the membership at that meeting.
- Section 8. Manner of Election. All Directors shall be elected by a plurality of the votes cast by members attending the BSAC general meeting. The voting method may be by voice or ballot majority as approved by the BSAC Board of Directors. A ballot vote will contain the names of all nominees to be issued to each attending member. Each ballot shall be marked with not more than one vote per nominee marked.
- Section 9. Vacancies. In case of vacancy by any Director, the remaining BSAC Board of Director members by affirmative vote of the majority thereof, may elect a successor to hold office for the remaining portion of the Director whose place shall be vacant, or the remaining Directors may chose to conduct business without filling the vacancy, until such time as a successor is elected at the next general BSAC election.

Article VIII Miscellaneous Provisions

- Section 1. Fiscal Year. The fiscal year for the Association shall be January 1st to December 31st.

Article IX: Parliamentary Authority

- Section 1.0 Roberts Rules of Order shall govern the organization in all cases in which the are applicable and in which they are not in conflict with these bylaws

Article X: Amendments

- Section 1.0 These bylaws may be amended at any general meeting of the organization by a two-third vote of the members present and voting, provided that the notice of the proposed amendment shall have been given at least two weeks prior to the meeting. No amendments to the bylaws will take effect until approved by the Governing Body.

