

BBAA Bylaws

Amended 09/15/2010

ARTICLE I

This organization will be known as the BBAA (Bensenville Boys and Girls Athletic Association).

ARTICLE II

- A. The BBAA is a non-profit, volunteer driven, youth sports facilitator.
- B. The purpose of the BBAA is to provide instructional, non-competitive and competitive team sports programs for the youth of our community. The goal is to achieve and instill proper ethics, sportsmanship and skill development within a team environment. The BBAA is a separate entity from the Bensenville Park District and has a separate executive board and network of volunteers that governs them.
- Postal Address: PO Box 873 Bensenville, IL 60106
 - Telephone: BBAA hotline at 630-595-4797
 - Website: www.bbaasports.org
- C. We, the volunteers, the supporters, and participants are the BBAA.

ARTICLE III

- A. The membership of the BBAA shall consist of:
- The Executive Board
 - Sport Commissioners
 - The Members at Large
 - The Lifetime Members
- B. The Executive Board shall consist of:
1. President whose duties shall be: to chair the monthly meetings; to establish policy as approved by the voting body; to appoint qualified people to designated positions; to represent the organization.
 2. Vice-President whose duties shall be: to chair the monthly meeting in the President's absence; to implement policy as the President assigns.
 3. Secretary whose duties shall be: to chair the monthly meeting in the Vice-President's absence; to keep an accurate record of attendance at the monthly meetings; to take the minutes of the monthly meetings; to maintain the list of lifetime members; to perform the correspondence of the Board; to maintain permanent records of the BBAA.
 4. Treasurer whose duties shall be; to chair the monthly meetings in the Secretary's absence; to process the payables and receivables; to generate monthly treasury reports; to properly control the BBAA treasury.

The term of each member of the Executive Board shall be for two years commencing in January, and terminating with the meeting held in December two years later. Each member of the Executive board shall have voting privileges for the duration of his/her term.

C. Each Sport shall have a Commissioner and an Assistant Commissioner:

1. The Commissioner whose duties shall be: To appoint league commissioners and head coaches, establish league schedules, generate a balance budget and approved vendor list, establish playing rules, establish the league working rules; (all of the above is to be submitted for approval to the Executive Board). The Commissioner or his/her designee will also perform all of the executive duties of the sport including all of the purchasing of materials and services of the sport. The Commissioner or his/her designee will be required to report at the monthly meetings.

Commissioners shall have full voting privileges for the duration of their term.

2. The Assistant Commissioner whose duties shall be: to assist the Commissioner in all his/her duties; to act on the Commissioner's behalf if the Commissioner should be absent or unable to perform his/her duties.

D. The BBAA will grant general membership voting privileges to anyone, effective after they have attended at least six consecutive meetings. Any general voting member who misses more than two consecutive meetings shall lose their voting privileges and will be required to subsequently attend six consecutive meetings to reestablish their voting privilege. This membership is not applicable to Park District, School. Or Village liaisons who attend BBAA meetings.

E. The BBAA may grant "Lifetime Member" status to individuals who have significantly contributed to the BBAA. All nominations for Lifetime Member status must be submitted to the President of the BBAA. Nominees shall be elected by a two thirds vote. All nominees must have a minimum of five years of significant contribution for time and service to the BBAA. It shall be customary to install new Lifetime Members at a Sports Day, banquet or social function, to enable public recognition. Lifetime Members shall continue to have voting privileges if they have attended a minimum of two regular meetings the previous calendar year.

F. Voting Members shall have only one vote regardless of how many positions they hold.

G. The BBAA President or his/her appointee shall prepare a slate for election to the Executive Board in October. The slate will be submitted in November, and the election will be held in December. All officers shall be nominated from the floor and elected by secret ballot. The candidate receiving plurality shall be the Officer-Elect, and shall be installed at the January meeting.

H. The Executive Board shall prepare a slate for the elections of the sports commissioners. Candidates shall be nominated and elected according to the table listed below.

BASEBALL - Nominate in August, elect in September, and take office in October.

BASKETBALL – Nominate in April, elect in May, and take office in June.

The Sport Commissioners term of office shall be for two years.

The BBAA Executive Board shall conduct the election and be responsible for control of the election, including, the counting of the vote. The candidate receiving plurality shall be considered the Officer-Elect, and shall be installed at the appropriate time as listed above. At the time the Sports Commissioner takes office, the Sports Commissioner shall submit his/her Assistant Commissioner for majority approval by the BBAA. This nominee may change during the year, but any replacement must still receive majority approval by the BBAA. The Assistant Commissioner's term shall run concurrent with the Sports Commissioner.

ARTICLE IV

- A. The BBAA regular meeting shall be conducted the Second Monday of each month. Additional meetings may be called by the President or upon written request of a least two (2) voting members. All meetings are open the public.
- B. Three (3) voting members shall constitute a quorum at any meeting and a majority vote of those present shall govern.

ARTICLE V

- A. Voting member shall decide all matters pertaining to the finance of the BBAA and it shall be a permanent policy to place all income in a common treasury. All monies collected from the Sports will be turned in to the Treasurer for deposit in the treasury. All expenditures will be paid by check from the treasury.
- B. Sports Commissioners must formulate a budget and submit it to the BBAA Executive Board for approval. The budget must be turned in prior to the start of the particular season. The season officially starts when teams begin to practice.
- C. The BBAA Executive Board must approve any expenditure of more than \$500.00 that was not included in the sport budget.
- D. Each new Sport Commissioner will start with a \$ 0.00 balance. Any surplus or deficit from the previous Commissioner will be absorbed into the General BBAA Treasury. A surplus or deficit created by the Commissioner after the first season will be carried over into the next season if that Commissioner remains in that office. This cycle will continue as long as that Commissioner holds that office for consecutive terms. It shall be the objective of the Sports Commissioner to end the season with a \$0.00 balance.
- E. The treasury will be required to maintain a minimum of \$5,000.00 reserve for each sport. These funds will be protected and managed by the BBAA Executive Board and can be used as start up funds and/or working capital for the sports. Any funds borrowed from this reserve must be returned by the sport.

ARTICLE VI

- A. Participant registration: The BBAA, as an independent sport facilitator, is open to any participant regardless of residence. However, the participants must meet the sport specific eligibility requirements as detailed in each sport's working rules.
- B. Non-resident Surcharge: Each Sport will be required to charge a non-resident surcharge for any participant who does not qualify for resident status. Residents are those who pay taxes to the Bensenville Park District, the Village of Bensenville, or School District #2. The surcharge fee amount will be defined by each sport and must be a minimum of \$10.
- C. Coach's certification: All head coaches within the BBAA are required to be NYSCA (National Youth Sports Coaches Alliance) Certified. It will be the responsibility of the Sport Commissioner to maintain a list of certified head coaches and assure each head coach is certified prior to the start of the sport. The Sport Commissioner shall report the head coach certification status at the BBAA Regular Meeting prior to the start of the sport season.
- D. Gratuity spending: The total amount of gratuity spending (spending that will not directly benefit the registered participants of a sport) shall not exceed 3% of the registration receipts. Gratuity spending can be used to acknowledge sponsors, coaches, or any other volunteers.

- E. The proposal to create any youth sport league or youth sport association shall be approved by a simple vote of the BBAA. The new sport or sport association will be subject to the same requirements of the existing sports; a start up plan and proposed budget for the sport shall be presented to the BBAA for approval.

ARTICLE VII

The working rules shall be a list of the procedural regulations in current force. They may be added to, revised, or deleted by a two-thirds vote of the BBAA.

AMENDMENTS

This Constitution may be amended or repealed by a favorable vote of two-thirds of eligible voters at any stipulated meeting. The Secretary of the Executive Board shall mail written notice of proposed changes to each member at least thirty days prior to the designated meeting.

BBAA Bylaws amended 09/15/2010

Jason Sabala, BBAA President

Anthony Dacardo, BBAA Vice President

Daniel Wilson, BBAA Secretary and Basketball Commissioner

Martin O'Connell, BBAA Treasurer and Baseball Commissioner