

Big Lake Youth Basketball Association Bylaws
March 5, 2009

When accepted by a two-thirds majority of the voting membership, this document will direct the functions and activities of the Big Lake Youth Basketball Association. Changes to this document will/can be made annually with a two-thirds vote and should be finalized at the April meeting. At least a sixty-day written notice must be given of the intention to alter, amend, repeal or adopt new Bylaws. The Board should conduct its business within the guidelines of this document for an entire season. Changes are not to be made just to satisfy a situation, but to improve the quality of the organization.

Revision History:

Revision	Description	Affected Pages	Date	Approved
A	Revised Bylaws	All	02/05/08	02/13/08
B	Revised Bylaws	All	3/05/09	3/05/09

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1.0 Mission Statement

- 1.1 The Big Lake Youth Basketball Association, to be referred to as BLYBA for the remainder of the document, is a community group of volunteers interested in the promotion of basketball in the Big Lake attendance area.
- 1.2 The development of a competitive basketball program, participation will focus on camaraderie, sportsmanship and the intense instruction of basketball fundamentals, having fun, while traveling to other communities.
- 1.3 The sponsorship of basketball requires BLYBA to engage in the business managing and directing several programs will be approved by the BLYBA Board of Directors. Establishment and collection of fees for each level of league play, solicitation of business or individual sponsors, and administration on annual BLYBA tournaments for traveling programs are the duties of the BLYBA Board of Directors. Furthermore, any additional activity deemed appropriate to further the overall development of basketball for the youth of the BLYBA endorsed programs would be identified and approved by the BLYBA Board of Directors.
- 1.4 The BLYBA is an independent non-profit organization and is not part of the Big Lake School District programs.

2.0 Organization of the Board of Directors

- 2.1 The BLYBA Board may consist of up to 9 voting members that are elected on an annual basis for staggered two year terms (2 Budget Committee members will be 1 year terms). Each Board Member is expected to serve in an advisory capacity for a third year following completion of their two-year term.
- 2.2 The BLYBA Board consists of the President (even years), 2 Vice-Presidents (odd years), Treasurer (odd years), Secretary (even years), 2 Budget Committee, Volunteer Coordinator (odd year), and Tournament Director (even year).
- 2.3 Any Board Member may carry out the responsibilities of more than one office.
- 2.4 As membership in BLYBA increases, the Board of Directors may consist of up to 21 voting members.
- 2.5 All elected Board Members may only serve 2 consecutive terms.

3.0 Duties of Elected Positions

3.1 President

- 3.1.1 The President serves as overseer of all BLYBA activities.
- 3.1.2 The President shall be responsible for gym permits, contracts and schedules.
- 3.1.3 In the absence of volunteers, the President selects BLYBA members to serve in various functional roles.
- 3.1.4 Committee assignments are made by position.
- 3.1.5 The President is elected by a majority vote of the Board Members present at the year-end (April) meeting.
- 3.1.6 In the event the Treasurer is unavailable to sign checks the President may do so in their place, under the same restrictions as the Treasurer. The BLYBA Board shall approve this duty.

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3.2 Vice-Presidents (2)

- 3.2.1 In the event the position of the President shall become vacant, the most senior Vice President shall succeed to that office for the remainder of the President's term of office, or until such time as a new President is elected and qualified.
- 3.2.2 In the absence of the President, the most senior Vice President shall perform all duties of the President. When so doing, the Vice President shall have all the powers of, and be subject to the same restrictions as, the President.
- 3.2.3 In the event of future elections, the 2 Vice Presidents are elected by the majority vote of the Board Members present for the current meeting.
- 3.2.4 The Vice Presidents are assistants to the Tournament Director.

3.3 Treasurer

- 3.3.1 The Treasurer is responsible for BLYBA finances including payment of all approved expenditures and accounting of income from program registrations, sponsors, and all other sources.
- 3.3.2 This position is responsible for all cash needs at registrations, tournament ticket and concession facilities.
- 3.3.3 No expenditure over \$200.00 will be made without prior approval of this position or two Board Members.
- 3.3.4 The Treasurer will issue an actual financial statement at the monthly Board Meetings.
- 3.3.5 The Treasurer is responsible to review, monitor and maintain proper insurance coverage.
- 3.3.6 The Treasurer shall propose a budget each year that would include a Board agreed upon carryover from the previous year(s).
- 3.3.7 The Treasurer will oversee the development and collection of agreed upon scholarship program for families in need as determined by and not exclusive to 1040 tax forms and/or school lunch assistance programs.
- 3.3.8 Tournaments: Tournament money will be collected by the following approved individuals, the Treasurer, and the Site Director or Budget Committee as outlined in 3.7.3. The process will be performed in the following manner: The Treasurer will count the money for each pick up, verified by that Site Director/Budget Committee member. The money is placed into a certified moneybag. In addition to the money, a signed form by both the Treasurer and Site Director/Budget Committee Member verifying the amount. The Board will need to determine, in some cases, an approved backup.
- 3.3.9 In the event of future elections, the Treasurer is elected by a majority vote of the Board Members present for the year-end (April) meeting.
- 3.3.10 The Treasurer will follow the IRS Tax requirements.

3.4 Secretary

- 3.4.1 The Secretary is responsible for all reporting and record keeping functions of the organization.
- 3.4.2 The Secretary is responsible for the creation of BLYBA meeting minutes. Through the distribution of these minutes, this position notifies all Board Members of upcoming meetings and activities.

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3.4.3 The request for announcements in all city and county papers to announce each of the future Board Meetings.

3.4.4 The Secretary is elected by a majority vote of Board Members present for the year-end (April) meeting.

3.5 Tournament Director

3.5.1 The Tournament Director will have ultimate responsibility for tournament coordination.

3.5.2 This position is ultimately responsible for the planning, organizing, staffing, and team representation of all BLYBA sponsored tournaments.

3.5.3 Referees and trophy needs will be coordinated by this position but through the appropriate BLYBA protocol.

3.5.4 The Tournament Director will have the lead responsibility for all BLYBA fundraising tournaments.

3.5.5 Volunteers for scorekeeping, timekeeping, and statistics will be solicited by this position.

3.5.6 This position will serve as the BLYBA point of contact for all potential participants. Notification of tournament dates with accompanying invitation will be forwarded by this position to all approved basketball contacts in the BLYBA playing region. The invitations are sent in a timely manner to ensure representation of the best teams in the area.

3.5.7 This position will recruit referees and site coordinators to be used for all invitational tournaments. Referees will be certified.

3.5.8 This position is responsible for selection, purchase and awarding of all awards required for the invitational tournament.

3.5.9 Prior to committing to any expenditure, this position will contact the Treasurer to verify funds are available for the purchase contemplated.

3.5.10 This position is responsible for the communication with the Volunteer Coordinator for volunteer positions for concessions and gate sales as described in 3.6.2.

3.5.11 The Tournament Director is responsible for ordering and arranging the delivery of ALL food and drinks for all sites' concession area.

3.5.12 The Tournament Director shall perform other duties as prescribed by the Board.

3.6 Volunteer Coordinator

3.6.1 The Volunteer Coordinator is responsible for the scheduling of volunteers, recording volunteer time and communicating to the Treasurer of required volunteer time fulfilled.

3.6.2 The Volunteer Coordinator is responsible for working with the Tournament Director for solicitation of volunteers for concession and gate sales.

3.6.3 The Volunteer Coordinator shall perform other duties as prescribed by the Board.

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3.7 Budget Committee (2)

- 3.7.1 The Budget Committee are to meet prior to the new season to set fees, budget, and review expenditures with the Treasurer.
- 3.7.2 The Budget Committee shall actively participate in the year's activities/events.
- 3.7.3 The Budget Committee is responsible for the collection of monies at activities/events, to report to the Treasurer as stated in 3.3.8.
- 3.7.4 The Budget Committee members are elected by a majority vote of Board Members present for the year-end (April) meeting.

3.8 Web Director (Volunteer/Non Voting Position)

- 3.8.1 The Web Director is responsible for all public aspects of the BLYBA.
- 3.8.2 This is a Volunteer position.

3.9 Evaluation Director (Volunteer/Non-Voting Position)

- 3.9.1 This position is responsible for the organizing and conduction registration evaluation/tryout activities.
- 3.9.2 This position is responsible for organizing tryouts/evaluations, including selecting independent judges for judging the tryouts/evaluations.
- 3.9.3 This is a volunteer position.

3.10 Equipment Director (Volunteer/Non-voting position)

- 3.10.1 This position is responsible for selection, purchase and storage of all BLYBA equipment/uniforms.
- 3.10.2 In carrying out this function, this position will ensure maximum value to this organization by obtaining comparative pricing on, at least, an annual basis. Consideration should be given to BLYBA sponsors and suppliers.
- 3.10.3 Prior to committing to any expenditure, this position will contact the Treasurer or two Board Members for approval.
- 3.10.4 This position is responsible for the collection of all equipment/uniforms and practice jerseys from each coach at the end of each year (March) unless permission has been given by majority vote from the Board to allow the equipment to be used in an extended season. The responsibility for missing equipment is ultimately the coach of the said team, and a replacement charge will be assessed by the Equipment Director to be paid into the general fund.
- 3.10.5 This position is a volunteer position.

4.0 Meetings

- 4.1 The meeting date of the BLYBA Board will be held monthly unless conflicts arise. Advanced notice will be published in the local newspaper.

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- 4.2 There must be a minimum of 50% of the Board Members present before any issue can be voted on. Issues requiring a vote without the minimum number of members present must be tabled until the next meeting or missing members polled by phone or e-mail and witnessed by one other Board Member.

5.0 Terms of Membership

- 5.1 New Members of the BLYBA Executive Board are elected by a majority of the members present and may remain as members for as long as they participate actively in the work of the BLYBA. This means attending meetings, serving on committees and other functions as designated by the Board Officers.
- 5.2 Meeting attendance is the key to effective participation in all Board activities. In that regard, after a member has compiled three absences in a 12-month period, the Board will automatically review that member's contribution to BLYBA activities. By vote of Members present at the meeting following the three absences, the member in question is subject to removal if there is less than 2/3 majorities to revert the absences to zero. In the event of failure, the President will notify the member of his/her status.
- 5.3 Any member demonstrating consistent reluctance to participate and contribute to the designated Board activities will be contacted by elected Board Officers to discuss the member's intention of remaining active.
- 5.4 BLYBA is a non-profit, volunteer organization that is dependent upon its active members to run a quality program for the youth of the Big Lake Community.

6.0 Election of New Members

- 6.1 A vacancy on the Board will be filled as soon as possible.
- 6.2 Candidates for vacant positions will commit to an interest in and support of youth basketball rather than a narrow segment of our program.
- 6.3 Candidates for BLYBA Board positions are identified at least one month prior to the year-end (April) board meeting and elected by a majority vote during the regular April meeting.
- 6.4 Prospective members should be attending at least 5 of the 8 monthly meetings and also have a child in the BLYBA program to be eligible for a Board position to relate to their interest in BLYBA.
- 6.5 Families that have attended at least 5 of the 8 monthly board meetings during the year are eligible to vote for prospective Board Members. Each family will have two (2) votes. All votes will be by secret ballot. If a family has more than one child participating, the family is still allowed just two (2) votes. Both parents must be present at the voting meeting to receive the two (2) votes.
- 6.6 The candidate will be selected solely on the basis of the potential contribution to youth basketball in our area.

7.0 Coaches/Assistant Coaches Requirements

- 7.1 Coach shall select a Parent Liaison and communicate this information to the Volunteer Coordinator.
- 7.2 The candidates may be male or female. They should be at least 21 years of age. The candidate should have a basic knowledge of the game and possess good administration and management skills. The candidate must also be a parent of a participant. In the case when multiple parents want to head coach, and an amicable decision cannot be reached between the parties, the BLYBA Board will hold an interview process and make the final decision.

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- 7.3 Potential coaches/assistant coaches will complete a comprehensive application form and agree to a criminal background check submitted to the Board. If there are not enough applicants to fill all the open positions, the Board will be required to recruit qualified individuals for those open positions. Any applicant for a coaching/assistant coach position must disclose whether he/she has any history of pedophilia or any criminal record as far as sexual or physical abuse. Coaches are approved for the current season only and must be approved each year to continue in the basketball program. To be considered, a coach/assistant coach does not have to stay with the same team he/she coached the prior year(s), but their child must be on the team that the potential coach/assistant coach is applying for.
- 7.4 The head coach selects assistant coaches, and the assistant coaches are subject to the same rules/requirements as stated above in 7.2, and 7.3.
- 7.5 The coach/assistant coach/parent and player will sign and abide by the Code of Ethics (attachment E).
- 7.6 It is the responsibility of the coach/parent liaison to collect all fees from the parents for selected tournaments, and submit those fees collected to the appropriate tournament directors.

8.0 Miscellaneous Issues

- 8.1 Solely the Board will decide any issues not covered under these bylaws.
- 8.2 At least one representative from each team (preferably the head coach) MUST attend the monthly Board Meetings.
- 8.3 No individual teams shall solicit for funds. Funding for the BLYBA organization is the sole responsibility of BLYBA and the Tournament Director as stated in 3.5.4.

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Attachment A

**BIG LAKE YOUTH BASKETBALL
COACH/ ASSISTANT/ PARENT
“CODE OF ETHICS”**

I shall respect and support contest officials, program directors, coaches, and all teams. I shall not indulge in conduct that would incite players or spectators against the officials, program directors, coaches, or teams. Public criticism of officials, players, program directors, or coaches is unethical.

I shall meet and exchange greetings before and after the game to set the correct tone for the event.

I shall not exert pressure on faculty members to give student-athletes special consideration.

I shall uphold the most respected behavior before, during, and following competitions at home events or while away at other communities and encourage others from behaving inappropriately.

My signature below confirms my agreement to the above stated “Code of Ethics.” As a coach/assistant coach/parent involved in the Big Lake Youth Basketball program, I agree to maintain and uphold good sportsmanship for players, all coaches, spectators, members of the program, and members of the Big Lake Youth Basketball Association for which this program is a part of. I acknowledge that disrespectful behavior be demonstrated (on or off the court), I understand that Program Directors, BLYBA Board Members will step forward and remove players, coaches, or spectators from participation until such a time that the BLYBA Board can be assured no further problems will occur.

Parent(s) Signature

Date

Student Signature

Date

Coach/ Assistant Coach Signature

Date

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Attachment B

**BIG LAKE YOUTH BASKETBALL
SCHOLARSHIPS**

Scholarships are available for the Registration fees only.

Full payment of all fees are due at registration. Reimbursement of registration fees will be given upon presentation of the school lunch program certification to a Board Member.

Free lunch certificates will be reimbursed full registration fees.

Reduced Lunch certificates will be reimbursed 1/2 of the registration fees.

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Attachment C

BIG LAKE YOUTH BASKETBALL
PLAYING TIME POLICY

As a basketball organization supporting the local area youth, it is our mission to support, develop, and make each player's basketball experience a positive one. Each coach will strive to accomplish this and to pass on his/her knowledge to develop each player. One area that is particularly difficult for a coach to manage is playing time. Playing time should be communicated to parents and players by coaches in accordance with the following guidelines:

In-House Teams

All players will have equal playing time in each game. However, coaches can reduce the playing time for a player if the player is ill, has demonstrated unacceptable sportsmanship behavior or has missed more than two (2) practices. If a player has reduced playing time, it must be communicated to the other coach/parent prior to the start of the game.

Traveling Teams

4th through 12th grade: All players will have equal playing time. The equal playing time guideline given to the coaches is over the course of a tournament, not per game. The last 4 minutes of each game is the coach's discretion and is not included in the equal playing time.

Coaches are encouraged to allow each player the opportunity to start and finish games throughout the season.

BLYBA understands that by adhering to the spirit of these guidelines teams run the risk of being less competitive in some games. Traveling Basketball is a competitive program and BLYBA wants the coaches to put their teams in a position to win basketball games. However, BLYBA wants the coaches to do so while making each player's basketball experience a positive one. Winning, although important, is secondary to the development of the player.

If a parent or player feels that playing time is not evenly distributed and/or fair, please communicate to the coach off the court and preferably at a place and time where both parties can have a constructive conversation. Most issues can be resolved by dealing directly with the coach, but in those unique circumstances where the coach and parent cannot resolve the issue, BLYBA asks the parent to escalate the issue according to the grievance procedure as outlined in Attachment D.

The BLYBA realizes players probably will not be able to attend every practice and game; therefore, we have developed some guidelines on attendance and absences. The following examples of excused and unexcused absences are only meant to be a guide, not a comprehensive list. Therefore, it will be the coach's discretion to determine on a case-by-case basis whether the absence is excused or unexcused.

Excused Absences

Death in the family
Family emergency
Illness or injury
Family vacation (2 week advanced notice)
Community Service
School/Religious activities

Unexcused Absences

Forgot
Other sports activities
Could not get a ride

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Attachment C (Cont'd)

The consequence for an unexcused absence is that the player will see reduced playing time in a subsequent game. Each coach has the discretion to determine the timing of this consequence (i.e. during the next game vs. two games later), but players must play a minimum of 3-1/2 minutes in that subsequent complete game. As an organization, we are recommending that each coach document both excused and unexcused absences. Parents and players should show common courtesy and communicate to the coach if players will be late or cannot attend a game or practice. Written communication given to the coach helps support verbal communication and would be appreciated.

Injury situation: Please have your son/daughter evaluated by a Doctor. Provide a written notice to the coach of the player's situation. For a player to return to practice/games, it will be required to have an official note from the Doctor.

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Attachment D

**BIG LAKE YOUTH BASKETBALL
POLICIES AND PROCEDURES**

Coaches and Directors from previous seasons are not automatically carried over year-to-year. If they are interested, applications and written notification must be submitted to the Board of Directors.

All practices will start and end at the scheduled times regardless if another activity precedes or follows. This will eliminate additional building attendant fees that could incur. All coaches will notify a Board Member if they will not be using the gym time originally scheduled, so that Community Ed. can be notified.

The Community Ed. Liaison is responsible for scheduling all practices. Practices taking place using the Big Lake School facilities by a BLYBA team that is not scheduled by the Community Ed. Liaison will be handled as follows:

- First violation: a warning will be given.
- Second violation: the coach will be terminated from coaching for the remainder of the season.

Program outlines must be submitted in writing and approved by the Board in advance of registration.

Uniforms: The Uniform Coordinator has the responsibility to obtain prices and selections to be presented to the Board in conjunction with the guidelines set forth by the BLYBA Board of Directors. The Board will approve the uniforms to be presented for final approval prior to ordering. The objective is to keep uniforms consistent and affordable.

Coaches/Assistant Coaches must have an application on file.

Coaches will have input to determine the Assistant Coach for travel teams, based on placement of their child in terms of tryout/evaluation situations.

If there is more than one person wanting to coach a specific team, the respective individuals are encouraged to work it out. If they are not able to, it will be determined by the Board of Directors.

A player receiving a technical foul will also count as a 1/2 technical foul on the coach. Two technical fouls by any player within one season could constitute termination from playing.

Any coach/player/parent receiving a technical foul should notify the BLYBA Board to describe the situation. The BLYBA Board will address the situation as necessary. Failure to notify the BLYBA Board within one (1) week will result in the following consequences: 1st offense, the coach/parent/player will not be able to participate in the next competition. 2nd offense: Termination of the coach/player/parent for the remainder of the season.

Poor sportsmanship demonstrated by a coach/parent/player will result in a warning for the first violation. A second violation will result in the individual being asked to leave the facility. A third violation will result in the individual not being allowed to coach, participate, or attend any youth basketball games under BLYBA. Depending on the severity of the violation, the Board can take action sooner to eliminate that individual's participation/involvement via a meeting and a vote of the Board of Directors.

Inappropriate conduct by any individual(s) representing a program/team as a Director, Coach, Assistant Coach, Bookkeeper, under BLYBA while attending competitions, locally or at other locations, will be addressed by the Board.

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Attachment D (Cont'd)

Parent Liaison Grievance Policy: Each team will have a Parent Liaison to work with the Board on such things as tournaments, pictures, grievances, etc. The parent liaison can serve as a focal point of other parents to express any concerns related to the coaches, league, etc. As it pertains to grievances, we would ask that all parents/players follow the following procedure:

- Contact the Coach/Assistant Coach directly and ask for a meeting to discuss your concerns
- If unsuccessful in step 1, contact your Parent Liaison and the appropriate Program Director or Vice President and ask for a meeting.
- If unsuccessful in steps 1 & 2, contact the President of the Board and ask for a meeting with the Board.
- Escalation from one step to the next should be handled promptly. Failure to notify the Director or Board within 15 days will close the matter. Any decisions made by the Board shall be final.

Minor adjustments, or additional policies/procedures, in the best interest of the participants and programs may be necessary based on the BLYBA Board in advance.

In House Teams

All in-house teams consist of players in the Big Lake School District. These teams focus on fundamentals; advance the players' basketball skills, and team play. Games are played among other Big Lake teams only. Players from communities other than Big Lake may participate in the in-house league provided there is space available.

Grades:

1st and 2nd grade girls and boys combined

3rd and 4th grade boys

3rd and 4th grade girls

In-house team playing time is expected to follow the guidelines for playing time as outlined in Attachment C.

Team selection process is determined by the Director as described in their program outline, but approved by the Board in advance.

T-shirts will be the approved uniform for all in-house teams.

Traveling Teams

All travel teams consist of players in the Big Lake School District. These teams focus on fundamentals, improving and advancing skill development for all players, and team play. This is a higher level of competitiveness through tournaments, from beginning to the end of the season. The objective is to advance the individual skill level of each player and the team as a whole. This program places high expectations and commitment on both the players and the players' parents in assuring their child's readiness, presence, and participation at all practices and tournaments. All costs associated with traveling programs (i.e. registration, uniform, and tournament fees, etc.) are the responsibility of each individual family. Due to the financial commitment of this program, scholarships are available for the registration fees only (see Attachment B).

Teams will be offered based on volunteers offering to Direct/Coach and handle tournament registrations:

- 4th, 5th, 6th, 7th, 8th, and 9th Grade girls (each grade separate)
- 4th, 5th, 6th, 7th, 8th, and 9th Grade boys (each grade separate)
- 4th grade travel teams are offered at the end of the in-house program, and determined by the amount of participants interested.

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Attachment D (Cont'd)

No player shall be placed on a traveling team who does not take part in the evaluation sessions. Other than a valid medical reason or a death in the family, no other exceptions will be recognized. If a valid reason prevents a player from participating in the evaluations and the teams are determined by ability, the player cannot be placed on the top team. The BLYBA Board will review all circumstances.

Evaluations will be held the 2nd weekend in September.

Parent/coach informational meeting will be held the Monday after 2nd evaluations to release team information.

Traveling team participants can only tryout for their grade level.

Participants cannot play on more than one BLYBA team simultaneously.

BLYBA does not support any team that is not offered through the BLYBA organization (i.e. renegade teams) for the above grade levels.

Traveling team-playing time is expected to follow the guidelines for playing time as outlined in Attachment C.

The number of players on a traveling team must be a minimum of 8 and maximum of 10, and must be communicated to parents/participants prior to tryouts as determined by the Director.

Teams are determined based on equal ability distributed (equal teams) or separated by ability (top players on first team, next ability level players on second team, etc.). Team selection process will be handled via evaluations. Players are not "trying out" it is merely a selection process to ensure fairness for all players.

Team selection process, teams are determined as follows:

- A Board Member must be in attendance through the evaluations and team selection process, but not required as an evaluator.
- 4 evaluators will determine 70 percent.
- The Board/Evaluation Director will select 3 outside evaluators that will consist of individuals with solid knowledge of the game.

Team Selection:

The Evaluation Director can serve as the fourth evaluator or assign another representative with solid knowledge of the game. If a coach fills the fourth spot, he/she will not be able to make a separate selection under the "30 percent" determination. The coach from the top 15 players will determine 30 percent. Example: 8 person team, 6 selected by outside evaluators/2 by coach; 9 person team, 7 by outside evaluators/2 by coach; 10 person team, 7 by outside evaluators/3 by coach.

The team selection process (i.e. what the player demonstrates during the evaluations) is determined by the Evaluation Director, but approved by the Board in advance. Should the Board Member attending evaluations feel the process is being handled unfairly, he/she will have the ability to adjust to ensure it is fair to all participants.

Consistent uniforms across all teams (regardless of age/gender) under BLYBA will be ordered as approved by the Board of Directors. Preliminary guidelines reflect that the colors blue and gold and a reversible jersey must be incorporated into the uniform and within reasonable cost.

Minor adjustments may be necessary depending on the number of participants registering. The Board must approve such adjustments as recommended by the Program Director.

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Attachment E

**BIG LAKE YOUTH BASKETBALL
VOLUNTEER POLICY FOR BLYBA**

All parents or guardians of BLYBA players are required to submit a separate check for \$100 per family. This includes all coaches, assistant coaches, parent liaisons, and Board Members. This deposit will be shredded at the completion of minimum volunteer requirements stated below.

The volunteer deposit is a part of the acceptance by you, the parent(s) or legal guardian(s), in having your son or daughter play in the Big Lake Youth Basketball program. It is required by you to volunteer a minimum of six hours (6 hours per family) above and beyond your participation at your children's practices or games. All opportunities listed below will fulfill the volunteer requirement.

Available opportunities are as follows:

Elected Board Members

Directors for 1st and 2nd grade boys and girls - two positions available and no basketball experience required. The Director will attempt a player appreciation night with the Varsity and/or Junior Varsity Basketball home game during half time.

Directors for 3rd and 4th grade boys and girls - two positions available and no basketball experience required. The Director will attempt a player appreciation night with the Varsity and/or Junior Varsity Basketball home game during half time.

Directors for 5th grade travel boys and girls - two positions available

Directors for 6th grade travel boys and girls - two positions available

Directors for 7th grade travel boys and girls - two positions available

Directors for 8th grade travel boys and girls - two positions available

Coach and assistant coach

Parent liaison for each team in all grade levels

Volunteer Coordinator - coordinates parents for volunteer times at the tournament and league events.

Picture and recognition coordinator - coordinate picture day and distribute communication to the parent liaisons in all grade levels. Ordering all recognition awards for in house programs and hosted tournaments.

Concession coordinator - purchases, delivers and inventories products and supplies, and assists with the concessions for the traveling and in-house tournaments. The coordinator assists with the training of volunteers at the concession stands.

Tournament Director – Planning and coordinating with the Vice Presidents of the boys and girls for the tournaments.

Equipment Coordinator

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Attachment E (Cont'd)

Uniform Coordinator

Tryout Coordinator

Clinic Coordinator

Community Ed Liaison and gym coordinator

Parent volunteers for events outside of the youth normal playtime (tournaments and league events). Parents will be required to volunteer six hours throughout September to May timeframe to qualify for a refund of the deposit. Available opportunities at the tournaments and league events are score keeping, concessions, setup, tear down, and operating clocks.

The BLYBA Association does give the option to have the volunteer check cashed in lieu of volunteer time.

Please check:

VOLUNTEER TIME WILL BE FULFILLED _____
(Treasurer will shred check at end of season)

CASH VOLUNTEER CHECK IN LIEU OF NOT VOLUNTEERING _____

Child's name(s): _____

Grade(s) participating: _____

Email Address: _____ Phone #: _____

Parent Name (Please Print): _____

Parent or Guardian Signature: _____