

BY LAWS OF THE ANNVILLE YOUTH LEAGUE CORPORATION

(Revised 1/21/2026)

ARTICLE I

Organization and Purpose

Section I

This organization shall be known as the Annville Youth League Corporation.

Section II

The purpose of this organization is to ensure the stability and continuing growth of a youth sports program in our community, while keeping the best interest of the children in mind. All children are encouraged to participate in this organization and will not be denied for any reason.

Section III

The Annville Youth League Corporation is a non-profit organization, the members thereof shall not be entitled to any individual or collective interest, participation, share right and/or property right in and to the assets of this organization, but such assets shall be and constitute the indivisible property rights of this organization.

ARTICLE II

OFFICERS

Section I

The elected officers of this organization shall be President, Vice President, Secretary, Boys Basketball Coordinator, Girls Basketball Coordinator, Baseball Coordinator(s), Football Coordinator, Cheerleading Coordinator, Field Coordinator, Track and Field Coordinator, Cross-Country Coordinator, Field Hockey Coordinator, and At Large Coordinator, as needed.

Executive officers consist of the President, Vice President, Secretary, and Treasurer.

Section II

The appointed officers shall be that of Treasurer and the Refreshment Stand Coordinator (as appointed by the Annville Youth League Corporation Executive Board).

Section III

Executive Board Officers shall hold office for a three (3) year term or until their successors are elected or appointed. Coordinators shall hold office for a one (1) year term or until their successors are elected or appointed.

Section IV

Executive Board Officers (President, Vice President, Secretary, Treasurer), whether elected or appointed, have the right to vote under any circumstance.

ARTICLE III

EXECUTIVE BOARD

Section 1

The Executive Board of the Annville Youth League Corporation shall consist of President, Vice President, Treasurer, Secretary, Boys Basketball Coordinator, Girls Basketball Coordinator, Baseball Coordinator(s), Football Coordinator, Cheerleading Coordinator, Track and Field Coordinator, Field Coordinator, Refreshment Stand Coordinator, and At Large as needed.

Section II

The Executive Board shall have the power to proceed in such matters as may, in their judgement, serve the interest of the Annville Youth League Corporation. The decision of the majority of the Executive board on any question shall be considered binding until the next regular meeting of the membership. A majority vote may approve, nullify, or amend such decisions. If an individual holds more than one Executive Board role, the individual is entitled to only 1 vote.

Section III

The Executive Board shall serve as a Grievance Committee for all sports.

Section IV

The Executive Board shall meet as needed. All Board meetings are open to the public.

ARTICLE IV

ELECTION OF OFFICERS

Section I

A nominating committee shall be appointed at the November meeting of the third year of term, unless otherwise needed.

Section II

Candidates for office shall be nominated at the January meeting of the third year of term.

Section III

Elections shall be held at the February meeting of the third year of term.

Section IV

Additional nominations may be made from the floor at the January meeting of the election year.

Section V

Should more than one person be nominated for any one or more of the expiring terms, the Secretary shall prepare a ballot for those offices with the names of the nominees, and voting for said officers shall be by written ballot at the February meeting of the election year.

Section VI

In case of any written ballot the President and three (3) tellers count the ballots and report the vote to the membership. A majority vote shall be necessary for election.

Section VII

The term of office of the newly elected officers shall begin on March 1 of the election year.

Section VIII

At the next meeting, the President shall appoint vacancies for any Board Member, and appoint any officers to serve the elected term.

ARTICLE V

DUTIES OF OFFICERS

Section I The President shall:

1. The President shall preside at all meetings and ensure compliance of By Laws
2. The President shall be a member of all committees.
3. The President shall have the deciding vote on all questions of equal divisions.
4. The President shall ensure all clearance and safety requirements are being maintained

Section II The Vice President:

1. The Vice President shall perform the duties of the President in his/her absence.
2. The Vice President shall supervise the Coordinators of each sport and ensure they organize their fundraisers and training of coaches.

Section III The Treasurer shall:

1. The Treasurer shall issue checks for all expenditures within 30 days of submission
2. The Treasurer shall issue a monthly Treasurers Report to the Annville Youth League Corporation Board. These reports shall include breakdowns by sport/coordinator with clarity on expenses versus income.
3. The Treasurer shall oversee each coordinator to maintain budgets

Section IV The Secretary shall:

1. The Secretary shall take the minutes of the Executive Board/Membership Meetings.
2. The Secretary shall take minutes of the Membership meetings.
3. The Secretary shall hand out the minutes to the Board and at General membership meetings at the next respective meeting of the same. Once approved these should be published to the AYL website

Section V The Refreshment Stand Coordinator shall:

1. Make timely deposits to the Youth League Corporation Treasurer and ensure no more than \$200 is in the drawer

2. Present any bills for payment of purchase to the Treasurer within two (2) weeks of said purchase.
3. Be responsible for having the refreshment stand open at all home sporting events during their season.
4. Clean refreshment stands at the completion of each season. Also ensure Trash and Water are shut off.

Section VI Coordinators (Boys Basketball, Girls Basketball, Baseball, Football, Cheerleading, Field, Track and Field , Cross-Country, and Field Hockey) shall:

1. Be responsible for preparation and accountability of a balanced budget at the beginning of each season to include expenses, revenue/fundraising etc. yearly
2. Be responsible for recruiting officials.
3. Be responsible for requiring each team to have coach/team parent with clearances and safety/sport training
4. Be responsible for collecting Code of Conduct signatures from all coaches.
5. Be responsible for securing/scheduling facilities for practices and games.
6. Be responsible for establishing sign-up and meeting dates.
7. Be responsible for attending any league related meetings representing AYL
8. Be responsible for documenting and submitting injury reports to the Executive Board
9. Be responsible for ensuring that each coach has a first aid kit and list of emergency contacts.
10. Be responsible for ensuring proper equipment for all players

ARTICLE VI

MEMBERS

Section I

Active membership shall be available to anyone who has an interest in the Annville Youth League program.

ARTICLE VII

COACHES

Section I

The Head Coaches of all sports shall be approved by the Coordinator of that sport and ensures team clearance, safety, sport training, facility awareness and AYL rules are maintained

Section II

Coaching vacancies will be nominated by the respective coordinator and approved by the executive board and recorded in AYL monthly meeting minutes

Section III

The Head Coach shall appoint all assistant coaches and supply the sport Coordinator with the list of these choices. Background clearance checks shall be performed on all AYL volunteers.

Section IV

ANY Coach or Coordinator may be removed from that position if he/she:

1. Resigns
2. Is convicted of a felony
3. Exhibits abusive behavior toward the Youth of the Program
4. Shows gross negligence toward the Youth League Program

Section V

Any grievances shall be addressed in the following order:

1. Head Coach of that sport
2. Coordinator of that sport
3. Annville Youth League Corporation Board, via organization President and Executive Board
 - a. An Executive meeting may be requested in a timely matter to address any grievances with the proper coordinator and any necessary members etc

ARTICLE VIII

AMENDMENTS

Section I

Amendments to the By-Laws must be submitted in writing to the executive Board for presentation.

Section II

Amendments must be approved by a two-thirds vote at a general meeting. The membership must be notified of a proposed amendment at one meeting, and the actual vote will be taken at the following month's General Membership Meeting.