

**BY-LAWS
OF
PERDIDO BAY YOUTH SPORTS ASSOCIATION**

ARTICLE I - NAME

This association shall bear the name - ***"PERDIDO BAY YOUTH SPORTS ASSOCIATION,"*** hereinafter referred to as P.B.Y.S.A. or PBYSA

The official address of the PBYSA is 13075 Sorrento Road, Pensacola, FL 32507. All mail and correspondence will be collected at P.O. Box 34060, Pensacola, FL 32507.

ARTICLE II – PURPOSE & OBJECTIVES

A. PURPOSE:

1. The PBYSA shall be a nonprofit organization and any expense(s) by its members will be kept to a minimum.
2. The purpose of the PBYSA is to promote the development of youth amateur athletics through organized sports, specifically: BASEBALL, SOFTBALL, SOCCER, BASKETBALL, CHEERLEADING and FOOTBALL (future consideration). The goals are the development of a strong character, good citizenship, a positive attitude, self-esteem, and to develop responsibility in the youth in our community thorough organized sports. These goals will be achieved through fair play, good sportsmanship, and congenial fellowship, with adult leaders and coaches providing the example.

B. OBJECTIVES:

1. Provide opportunities for youths to participate in team sports in a safe, well-supervised environment.
2. Promote the ideals of good sportsmanship, fair play, teamwork, and "healthy" competition.
3. Operate with priorities in the following order:
 - a) Provide the opportunity for everyone to play.
 - b) Always promote having fun and learning ahead of winning.
 - c) Strive to develop the confidence and self-esteem of each individual participant.
 - d) Maintain a strong-non-competitive program for all beginning and less-skilled players.
 - e) Provide situations where players are competing within an appropriate skill level.
 - f) Provide opportunities for higher-level competition for players whose skills can benefit from such competition.

ARTICLE III - RULES AND GUIDELINES

The PBYSA Board of Directors can establish, interpret, and enforce written rules and guidelines as long as they are consistent with these by-laws. Whenever rules or guidelines conflict with the by-laws, the by-laws shall apply. Should any provision contained within these by-laws be deemed illegal by reason of any law or regulation governing PBYSA, that provision shall be stricken and the effect, if any, on the other provisions made herein shall be amended as provided for in Article XIV.

ARTICLE IV – AFFILIATION

The Sports Director of each sport may recommend maintenance of current affiliation or further affiliation in the future as deemed necessary by the Board of Directors.

ARTICLE V - BOARD OF DIRECTORS

A. Membership of the Board

1. The Board shall consist of the following:
 - a) **Elected Officers:**
 - 1) President
 - 2) Vice-President
 - 3) Treasurer
 - 4) Secretary
 - b) Seven (7) At-Large Members

- c) Each Sports Director

B. Duties of the Board.

1. The Board shall have the responsibility of conducting the business of PBYSA during the time between annual Association meetings.
2. The Board shall hold regular meetings of the Board, with all members notified in advance.
3. Meetings of the Board shall be a quorum when at least one-half of the voting members of the Board are present. All decisions shall be determined by a majority vote of all those present and voting unless defined otherwise in these by-laws. No individual, regardless of how many Board positions he/she holds, shall ever have more than one vote. The President/presiding officer shall vote in the event of a tie in order to resolve the issue at hand.
4. The Board shall report on activities at regular/monthly meetings of PBYSA. The Board shall also present minutes of all Board Meetings held since the last monthly meeting of PBYSA.
5. The Officers and At-Large Members of the Board shall appoint Directors for each sport. These Directors shall become voting members of the Board as soon as they are appointed. At-Large positions include:
 - a) Membership/Volunteer Director
 - b) Public Relations Director
 - c) Grounds/Buildings Director
 - d) Concession Manager
 - e) Tournament Director
 - f) Fundraising Director
 - g) Rules and Compliance Director
6. Directors, once appointed, may appoint individuals to the following (non-Board) positions as deemed necessary, to serve as a steering committee for the season:
 - a) Uniform Coordinator
 - b) Official PBYSA Pictures Coordinator
 - c) Assistant Director
 - d) Registrar
 - e) Scheduler
 - f) Web Master
 - g) Player Agent
 - h) Other positions as deemed necessary for proper Association functioning.
7. The Board shall review and render a decision to determine whether any conflict of interests exists that would interfere with an At-Large candidate becoming a board member. Such decisions will be considered final. (A conflict of interest may exist when the interests or concerns of any director, officer, or coordinator, or said persons immediate family, or any party, group or organization in which said persons hold a position as an employee, officer, director, or partner, may be seen as competing with the interests or concerns of PBYSA.) Should a conflict of interest arise with a specific matter, that board member shall recuse him/herself from voting on that issue.
8. The Board shall appoint any other At-Large positions or committees deemed necessary for proper PBYSA functioning.

C. Election of the Board

1. PBYSA Officers of the Board of Directors shall be elected at the Annual Meeting of PBYSA held in August, and shall serve one-year terms. These elected officers shall comprise the Executive Committee.
2. At-Large members shall be appointed by the Board for a term of two-years, staggered for the purpose of maintaining continuity.
3. The Board in office shall establish a Nominating Committee of at least 3 Members of PBYSA to ensure that there is at least one individual running for each elected position.
4. Nominees shall be elected only if they are personally present unless written notice has been filed with the Secretary (and approved by the Board) expressing an interest in a particular position.
5. When more than one individual is running for a specific Officer's position, the voting for that specific position shall be by secret ballot. When only one individual is running for a specific position, that individual takes it by default. A majority of votes by all PBYSA Voting Members present and voting is necessary for election. If no nominee receives a majority, a run-off election will be held between the two nominees receiving the most votes.
6. Each office will be voted upon individually, with the winner being determined before the next office is voted upon. Nominations for a given office will be made after the election for the preceding office has been

completed. An individual losing an election is eligible to run for an office or At-Large Board position voted upon later. The order of elections will be as follows:

- a) President
 - b) Vice-President
 - c) Treasurer
 - d) Secretary
7. Each Voting Member of PBYSA is eligible to vote for as many nominees as there are positions to be filled. Nobody can vote for the same nominee more than once. Voting shall be by secret Ballot. Nominees receiving the majority of votes will assume the Board position.
 8. All elected officers shall assume office effective the second Monday of September.
 9. Sport Directors shall be appointed as defined in Article V Section B.5. If a Member of the Board is appointed to be a Sport Director, a replacement Member will not be elected or appointed.
 10. At-Large Members of the Board whose terms are not expiring at the close of the Annual meeting in progress, shall be responsible for collecting and counting votes and for reporting results. If there are less than three (3) such Board/Members present the President/Presiding Officer shall appoint members as substitutes.

D. Removal of an Individual from the Board

1. Any elected member of the Board of Directors may be removed from office by a 2/3 majority vote of PBYSA Voting Members at either an Annual Meeting or a Special Meeting called for this stated purpose. At least 50 percent of the Voting Membership must be present in person or by proxy. Any appointed member of the Board of Directors may be removed by a 2/3 majority vote of the current Board of Directors.
2. The voting on removal shall be by secret ballot.
3. Removal of a Member from the Board does not affect the status of rights of the individual, or of any relatives, except the loss of Office.
4. If a Member of the Board shall be removed in accordance with this section, that Office shall immediately be declared vacant. Such a vacancy shall be filled in accordance with the method prescribed in Section E below.

E. Filling Vacancies

1. If a vacancy shall exist in any appointed position on the Board of Directors for any reason, the Board shall elect a replacement. Election shall be by a majority of all Board Members in office. Until that replacement is appointed, those duties shall be delegated to current Board members.
2. Any vacancy shall be filled for the remaining portion of term only.
3. If a vacancy shall exist in any elected position on the Board of Directors for any reason, there shall be a special election of the voting membership to fulfill the remaining term. The special election shall take place within 60 days of said vacancy. Nominations and voting shall be conducted in a manner consistent with the election of the Board Officers stipulated in Article V Section C.

F. Duties of the Officers

1. President
 - a) The president shall supervise all activities of the Association and the work of the Board of Directors.
 - b) He/she shall preside at all meetings of the Board and PBYSA.
 - c) The President is the general representative of PBYSA in all legal and other matters.
 - d) The President is an "ad hoc" member of all committees.
 - e) The President may cause the books of PBYSA to be audited annually by auditors, selected from the membership, who shall not be Members of the Board. The report of the auditors shall be available to the members at all times.
2. Vice-President
 - a) In the event of the absence or resignation of the President, the Vice-President shall succeed to the powers of the President temporarily. A 2/3 vote by the Board of Directors is required to permanently serve the remaining time.
 - b) The Vice-President shall take responsibility for organizing and executing such activities as park safety, coaches and players' clinics, and the sponsorship/sign program, and assume other responsibilities at the request of the President.
 - c) The Vice President shall oversee and coordinate scheduling in conjunction with the Sports Directors.
3. Treasurer
 - a) The Treasurer shall have charge of the finances of PBYSA.

- b) The Treasurer shall be responsible for keeping accurate financial records and shall present a detailed report of the financial position at each Board meeting and a summary report at each monthly meeting of PBYSA.
 - c) All disbursements from the funds of PBYSA shall be approved and signed by either the President, Treasurer, Vice-President or Secretary (two signatures required in that order as available). General Fund disbursements in excess of \$1000 must be approved in advance by the Board.
 - d) The Treasurer shall prepare the annual administrative budget for PBYSA.
 - e) The Treasurer shall manage the cash flow of PBYSA.
 - f) The Treasurer shall prepare and submit all information required by Local, State and Federal tax laws to enable continuation of PBYSA as a non-profit organization.
 - g) The Treasurer shall prepare and submit all information required by Escambia County, the United Way and any other organization in order to request and receive contributions.
4. Secretary
- a) The Secretary shall attend to all correspondence.
 - b) The Secretary shall record the minutes of all regular monthly PBYSA meetings and all Board meetings and shall maintain the Official Copy of same. In his/her absence, the Presiding Officer shall appoint a replacement.
 - c) Copies of minutes for monthly PBYSA meetings and Board meetings shall be distributed at the next monthly PBYSA meeting or in advance via e-mail.
 - d) The Secretary shall maintain other records as set forth in these by-laws such as signed official by-laws and official amendments to the by-laws. Other documents include; insurance papers, Escambia County Lease Renewal; Contracts; etc.

G. Duties of Board Appointees

1. Maintenance/Grounds Director
 - a) Shall be responsible for the general park maintenance, including coordinating working parties for park clean-up days.
 - b) Shall ensure all park equipment is maintained on a regular basis and is in safe operating condition.
 - c) Shall be the primary liaison with the county, coordinating with the County Parks Commissioner No one else shall contact the county with regard to the grounds at PBYSA, except the president or those acting at the direction of the Director.
 - d) Shall produce an annual projected budget report for park maintenance not covered by the county.
 - e) Shall identify grounds-related needs within the park, and especially for those not covered by the county agreement, propose solutions to the Board.
2. Rules and Compliance Director
 - a) The Director is to ensure establishment and maintenance of rules/guidelines pertaining to:
 - 1) Means of assigning players to specific teams.
 - 2) Tournament participation.
 - 3) Playing time of individual players.
 - 4) Fund raising and spending by individual teams.
 - 5) Conduct of players and coaches consistent with the objectives set forth in Article II of these by-laws.
 - 6) Other relevant matters.
 - b) Guidelines will be reviewed at least annually, and revisions made as appropriate. The latest published set of guidelines will be presented to coaches at the beginning of each sport's season.
 - c) Guidelines will become effective immediately upon approval by a majority of the member of the Board of Directors.
3. Fundraising Director
 - a) Shall identify fundraising needs and opportunities and bring them to the attention of the Board.
 - b) Shall coordinate fundraising endeavors with the appropriate sport's director and coaches.
 - c) Shall maintain current information on all fundraising projects and sponsors.
 - d) Shall assist the Vice President with the sign program.
4. Public Relations Director
 - a) Shall be responsible for all news releases of PBYSA programs and business, with the approval of the Executive Committee. Releases on such topics as: sport registration, tournament(s), special events, etc.
 - b) Shall establish a relationship with appropriate sports officials of local newspapers to insure proper coverage of all PBYSA activities.

- c) Shall prepare seasonal news releases covering each PBYSA program (to include special events within programs as appropriate).
- d) Shall secure media coverage as deemed necessary to promote the activities of PBYSA.
- e) Shall work closely with the Fundraising Director in securing community support via appropriate communication channels.
- 5. Tournament Director
 - a) Shall coordinate all PBYSA-hosted tournaments, ensuring that every requirement is complied with.
 - b) Shall work with the Grounds/Buildings Director to ensure that the park is ready for such a tournament.
 - c) Shall coordinate all efforts to ensure that the needed volunteers and workers are scheduled.
 - d) Shall coordinate with the appropriate Sports Director when needed.
 - e) Shall gather information about possible tournaments and to suggest any that may be of benefit to PBYSA.
- 6. Membership/Volunteer Director
 - a) Shall supervise each season's registration in coordination with the appropriate sport's director.
 - b) Shall maintain relevant information related to Player's, Coaches, Teams, and any other staff or volunteers for each athletic program.
 - c) Shall assist in coordinating volunteer efforts to support association activities.
 - d) Shall track membership and prepare notices for those whose membership is about to expire.
- 7. Sports Director - One For Each Sport
 - a) Shall, in coordination with the Vice President, identify, assign and schedule practice facilities as deemed necessary.
 - b) Shall define any equipment, materials, and uniform needs early enough to enable spending approval and actual procurement without paying a premium.
 - c) Shall recruit head coaches and assistant coaches in good standing with PBYSA as necessary.
 - d) Shall decide the best course of action when more than one person requests a specific coaching assignment.
 - e) The Director, or his/her designee, will represent PBYSA at any meetings of leagues in which PBYSA participates or is considering participation.
 - f) Shall coordinate and supervise the "tryouts" and "drafts" to assign players to specific teams, consistent with the rules/guidelines in force.
 - g) Shall assign responsibilities for field maintenance, equipment inventory and other specific tasks required to conduct the sport's program.

ARTICLE VI - MEMBERSHIP

A. Eligibility for General Membership

1. Any person who has attained the age of eighteen (18) and is the parent or guardian of a child registered in a PBYSA sports program, any person who acts as team manager, head coach or assistant coach, any person who holds an elected or appointed position in PBYSA or any person who volunteers in some capacity for the better of PBYSA shall be part of the general membership of PBYSA for a period of 12 months following the day of registration in a sports program, except as modified per the following Section C.
2. Membership in PBYSA shall be made available without regard to race, color, creed, gender, age, national origin, or physical/mental challenges and no rules or regulations will be made in conflict with these policies.
3. PBYSA reserves the right to deny membership to any one whom the Board feels would have a disruptive impact on the PBYSA community or the other athletic communities that host PBYSA teams, or pose a threat to PBYSA participants or participants who play at PBYSA-hosted events.

B. Voting Membership

1. All persons submitting an application for voting privileges along with the application fee will have voting privileges provided they are in good standing as a general member of PBYSA as stated in Section A.
2. Each application for voting privileges provides one vote. Each person that has attained the age of eighteen (18) can apply for voting privileges following the normal application process.
3. The amount of annual dues shall be determined by the PBYSA Board of Directors to cover basic administrative and incidental costs associated with communicating with the members of PBYSA.
4. Members with voting privileges will be provided a voting membership card.
5. Voting privileges will be in effect for 12 months from the date of receipt of the application and fee payment.
6. Members with voting privileges will have the right to vote in annual elections, special elections, vote on bylaws and other special issues requiring member approval.

7. Members with voting privileges will receive updates on park activities and upcoming items to be voted upon.

C. Discipline/Suspension/Termination

1. Membership may be terminated by resignation or by action of the Board of Directors.
2. The Board of Directors, by a 2/3 majority vote of all voting members shall have the authority to discipline, suspend or terminate a member when the conduct of the member is considered detrimental to the best interest of PBYSA. Misconduct includes, but is not limited to, non-compliance with rules/guidelines in effect at the time.
3. The PBYSA Member or Members involved shall be notified of the Board meeting at which actions will be considered and shall be informed of the nature of the charges. The Member or Members shall be given the opportunity to appear at the meeting to respond to the charges.
4. Discipline applied to a Member of PBYSA could include the loss of any or all of the following privileges plus any other restrictions deemed appropriate by the Board of Directors:
 - a) Holding any office or appointed position.
 (P
 articipation as a coach or referee/umpire.
 - (R
 epresenting the Association at any functions/activities.
 - (A
 ttending any Monthly, Board or Special meetings of PBYSA.
 - (A
 ttending any games or practices.
 - (V
 oting privileges.
5. The disciplining of a Member of PBYSA does not affect the status or rights of any relatives of the individual, either youth or adult.

ARTICLE VII - MEETINGS

A. Annual Meetings

1. The Annual Meeting of PBYSA shall be held in August of each year for the purposes of electing the Board of Directors, approving the budget, revising by-laws and voting on grievances per Article X. The August Monthly Association Meeting shall be held immediately preceding the Annual Meeting.
2. The meeting time, date and location shall be publicized at least one month prior to the meeting.

B. Monthly Meetings

1. Meetings of the general membership of PBYSA shall be held monthly. The purpose of such meetings is for the Board of Directors to report on significant actions taken or business transacted and for members to provide input to the Board on any issues they feel should be considered for Board action. Minutes of the last Monthly meeting, and all Board Meetings held since the last Monthly Meeting, shall be presented.
2. Information needed by coaches and parents shall be provided at these meetings.
3. The President shall define the time, date, and location of the next Monthly Meeting before adjournment.
4. Agenda requests must be received at least one week prior to the meeting. Requests received later than the deadline may be tabled for the next meeting, at the Board's discretion.

C. Special Meetings

1. Special Meetings of the general membership may be called by the President, or by a majority vote of all Members of the Board of Directors, at their discretion.
2. Upon the written request of at least 2/3 majority of the voting Members of PBYSA, the President shall call a Special Meeting to consider the specific issue or item defined in the written request.
3. A notice shall be publicized no less than 72 hours prior to the date of the meeting. The exact time, date and location will be defined in the notice. The specific issue or item to be considered shall also be defined in the notice. Meetings should typically be held immediately after a Monthly Meeting.
4. No business, other than that specified in the notice, shall be transacted at that Special Meeting.
5. The only allowable agenda items are one or more of the following:
 - a) Removal of a Member or Members of the Board of Directors.
 - b) Amendments to the by-laws per Article XIII.

- c) Hearing an Appeal per Article X.
- d) Issues approved by a 2/3 majority of the Board of Directors.

D. Board of Directors Meetings

- 1. These meetings shall only be attended by Members of the Board and by individuals specifically invited by more than one Member of the Board in advance of the scheduled meeting to be attended, with prior approval of the president.
- 2. Invited attendees are only allowed to participate in discussions for which they have specifically been invited unless otherwise allowed by the President.
- 3. Other meeting requirements are defined in Article V.

E. Voting

- 1. All voting members of PBYSA shall have the right to vote at any Annual or Special Meeting.
- 2. Each voting member may cast one ballot for all elections. However, absentee ballots shall be made available to any voting member upon written request to the Secretary seven days prior to the election day.
- 3. A quorum representing a simple majority (51%) of the voting membership must be present either in person or by proxy in order to act on motions of voting members' meetings unless otherwise stipulated elsewhere in this document. At all meetings of voting members, proxies must be filed with the Secretary. Every proxy shall be revocable and shall automatically cease upon termination of a member's standing as a voting member. No person shall hold more than three proxies. Proxies must be requested in writing from the Secretary seven days prior to the holding of any such meeting.
- 4. The Secretary shall record the roll of voting members either in person or by proxy for each meeting.

ARTICLE VIII – MANAGERS'/COACHES' RESPONSIBILITY/AUTHORITY

A. Eligibility

- 1. Each manager/coach may be required to undergo a criminal background search. The extent and cost responsibility thereof shall be determined by the Board of Directors.
- 2. Any applicant meeting one or more of the following conditions will be denied a coaching/managing position:
 - a. A conviction for violent behavior within the last 15 years
 - b. A felony conviction within the last 10 years
 - c. Any conviction for inappropriate behavior with or in the presence of a child ever.
 - d. Any other serious conviction determined by the Board of Directors to be inappropriate for permitting the individual to work with youth.
- 3. Eligibility will also be denied to those who are unwilling to uphold PBYSA's by-laws, park rules, and those of affiliated parks.

B. Administrative

- 1. Each manager/coach is responsible for handing out uniforms and equipment at the start of their respective playing seasons and collecting all items for return to PBYSA after completion of the playing season. A deposit, not to exceed \$100, is required from each team manager upon receipt of Equipment and Keys to be returned after all equipment and keys are returned. An appropriate deduction will be made for any equipment/keys not returned. The respective sport directors and uniform coordinators as appropriate will define the time and place of pick-up and return.
- 2. Each manager/coach is responsible for attending every special coaches' meeting called by their respective sport director, during their sport's active, regular league playing season. A representative from the team is permitted in place of the coach.
- 3. Each manager/coach is responsible for the proper completion & submission of registration materials required by their respective leagues. Also, an official roster of registrants and all other relevant data must be provided to the Volunteer/Membership Director at the close of late registration.
- 4. Each manager/coach is responsible for his/her team's full participation in the taking of team pictures including the distribution of information, forms, and the pictures themselves.
- 5. Each manager/coach is responsible for ensuring his/her team provides the required volunteers for duty as required.

C. Fund Raising

1. Each coach is responsible for his/her team's active participation in all fund raising activities sponsored by PBYSA.
2. No fund raising activities shall be conducted without the approval of the President, Treasurer, and the Fundraising Director. Information required before a request will be considered includes:
 - a) Description of type of activity.
 - b) Identify individuals responsible for conducting the activity and for collecting/accounting for the money.
 - c) Identify expected sources of the money (ex: local merchants, general public or parents of Association players.
 - d) Proposed use of funds collected (ex: a specific tournament).
 - e) Dispensation of funds remaining after completion of the funded event or activity.
3. The term "fund raising" also applies to the request for cash donations from parents of players on a coach's own team for purposes such as the purchase of equipment/uniforms or tournament participation.
4. All fund raising will either be for the general use of PBYSA, or for a specific individual team's purpose with an identifiable purpose or goal.
5. Resolution is required within 14 calendar days of when all required information has been submitted to the President, Treasurer, and Fundraising Director.
6. Documentation must be submitted to the Treasurer who fully accounts for all funds collected and distributed.
7. As a coach, you are a representative of PBYSA. You are only authorized to accept money made out to PBYSA and cannot receive cash donations for specific distribution to the team. Any violations, including using your own funds to then demand repayment from the sponsor, may result in disciplinary action.

D. Coaching

1. Each manager/coach shall strive to promote the ideals of good sportsmanship, fair play, teamwork, and "healthy" competition. He/she shall provide the opportunity for everyone to play and shall never stress winning ahead of having fun and learning. He/she shall strive to develop the confidence and self-esteem of each individual player on the team regardless of abilities.
2. Each manager/coach is responsible for the conduct of his/her players' assistant coaches, fans, and parents at practices and games.
 - a) All necessary precautions shall be taken to prevent the parties listed from threatening or assaulting referees or anyone else before, during, or after a game.
 - b) All parties shall conduct themselves Consistent with the objectives established in ARTICLE II and the guidelines established by the PBYSA.
 - c) The coach has the right to send a player away from the playing site in order to meet the objectives of this section of the By-laws.
 - d) The coach has the right to send a parent, assistant coach or other spectator away from the playing site in order to meet the objectives of this section of the By-laws.
 - e) Failure of an individual to leave the playing site as noted in 2 (c) and (d) above is just cause for disciplinary action as provided in ARTICLE VI, Section C of these By-laws.
 - f) Failure to control any of the parties listed above or to enlist the aid of the Official on Duty can result in disciplinary action(s) as determined by the Board, in accordance with these by-laws and guidelines which are in effect at the time of the incidents in question, as established by the rules/guidelines committee.
 - g) No one is permitted to drink alcoholic beverages at Baars field or the Southwest Escambia Sports Complex, or present him/her self at the park when under the influence of alcohol or drugs.
 - h) No managers, coaches, or players are permitted to use Tobacco or Tobacco products on the playing field or in and around the dugout area.
3. Each coach shall ensure the full, active participation of players and coaches in all special events sponsored by PBYSA or any League in which the team is registered within the guidelines established by the rules/guidelines committee. This includes all-star games and "select team" programs.
4. Each league is responsible for complying with County background checks as stated in the lease agreement.
5. All coaches are required to read the PBYSA Risk Management program booklet.

E. Miscellaneous

All managers/coaches shall adhere to both the letter and the intent of the by-laws and all rules/guidelines in effect.

F. Awards

1. Every child who successfully completes a season will receive an award for participation. The nature of the award will be determined by the Sports Director.
2. Only one award will be given per child for regular season play. The amount of the award will be within the range approved by the Board of Directors of each Sport's operating budget.
3. The award cannot be made in cash. Suitable awards are Trophy, Plaque, T-shirt, sports bag, hat, etc. The cost of the award shall not exceed the amount authorized by the Board.
4. All awards must be approved in advance by the specific sport director.

ARTICLE IX – PARENT RESPONSIBILITIES

A. Obligations

1. Parents assume the responsibility to adhere to the Bylaws of the Perdido Bay Youth Sports Association.
2. Parents are required to fulfill all requests concerning the operation of the sport in which their children are participating. Those requests will be determined by the concerned sports director.
3. Parents are to ensure that their children are supervised while at the park.
4. Individuals that harass or heckle any spectator, coach, umpire/referee or team member will not be tolerated. Unruly spectators should be reported immediately to the official umpire or the Park Official on duty and are subject to removal from the park or play area.
5. Parents are required to abide by a "Code of Conduct" if one is established by a particular sport.

ARTICLE X – GRIEVANCES AND APPEALS

A. Right of Grievance and Appeal

1. Any player, parent, or member of PBYSA may submit a complaint to the PBYSA Board of Directors.
2. Any ruling by the PBYSA Board of Directors may be appealed to the PBYSA Voting Membership.

B. Procedure

1. All grievances must be made in writing within 4 calendar days (or post-marked on the 4th day) of the incident.
2. All Appeals must be in writing, addressed to the President, with a copy to the Secretary. Appeals must be received within 7 calendar days (or post-marked on the 7th day) of publication of the original decision being appealed. Mail to: P.O. Box 34060 Sorrento Road, Pensacola, FL 32507
3. The President shall be responsible for giving copies to all individuals where deemed appropriate.

C. Disposition of Grievance and Appeal

1. All grievances shall be heard by the PBYSA Board of Directors. The PBYSA Board of Directors shall make a decision and all parties involved shall be notified within 14 calendar days (or post-marked on the 14th day).
2. If the decision is unsatisfactory, an appeal may be made to the PBYSA Voting Membership.
3. A 2/3 majority vote of the PBYSA Voting Membership may vote to overrule a Board of Directors decision at the next Annual or Special PBYSA meeting following publication of the decision. At least 50 percent of the Voting Membership must be present at the meeting either in person or by proxy. The Special meeting must be called with this item of business specifically stated as the purpose of the meeting.

ARTICLE XI - PARLIAMENTARY PROCEDURES

"Roberts Rules of Order" shall govern in all cases wherein they do not conflict with these bylaws.

ARTICLE XII - COMMITTEES

The Board of Directors may appoint special committees as deemed necessary to conduct the business of the PBYSA. No member can participate in a specific matter if he/she has a direct involvement in the issue or will benefit from the decision as determined by the Board or if for some other reason, personal or otherwise, the committee member feels they must recuse themselves.

ARTICLE XIII - EFFECTIVE DATE AND FILING OF BY-LAW

A. Effective Date

These By-laws shall become effective immediately upon their adoption.

B. Filing of the bylaws

1. The by-laws shall be retyped as approved and shall be distributed by the Secretary at the next PBYSA Board meeting.
2. The President and Secretary must sign the Official Copy of the by-laws.
3. This signed Official copy shall be maintained on file with the Secretary. Original copies must be filed as appropriate to comply with the requirements of a Non-profit organization.

ARTICLE XIV - REVISIONS TO THE BY-LAWS

A. Method of Revising

1. The Secretary shall announce, at a Monthly Meeting of PBYSA, the time, place, and date of the Annual or Special meetings at which revisions are to be read and adopted.
2. Typed copies of the revisions shall be presented to each voting Member of PBYSA present at the Annual or Special meeting at which the revisions are to be read and adopted.
3. As each proposed revision to the by-laws is read, it will be discussed and revised as deemed necessary.
4. At the conclusion of the reading, it shall take at least a 2/3 majority of the Voting Membership to approve these revisions. At least 50 percent of the Voting Membership must be present in person or by proxy.

B. Effective Date of Revisions

Revisions shall become effective immediately upon their adoption.

C. Filing of Revisions

1. The President and Secretary must sign the Official Copy of the revised by-laws.
2. The Secretary shall keep in his/her possession the Official Copy of the by-laws.
3. The revised Official Copy of the by-laws shall be signed by the President and the Secretary.
4. The Secretary shall distribute copies of the updated by-laws at the next Monthly meeting after adoption of the revision.

ARTICLE XV – MISCELLANEOUS

A. Fiscal Year

The fiscal year of PBYSA shall begin on the first day of January and end on the 31st day of December of every year, except that the first fiscal year shall begin on the date of incorporation.

B. Books and Records

The books and records of PBYSA shall at all times be subject to inspection by any member with reasonable notice. The Articles of Incorporation and By-laws of the Association shall be available for inspection by any member at the principle office of PBYSA, where copies may be purchased at a reasonable cost.

OFFICIAL COPY OF BY-LAWS

President

Secretary

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of the Perdido Bay Youth Sports Association, a Florida corporation, and, that the foregoing by-laws constitute the by-laws of said Association, as duly adopted at a meeting of the Board of Directors thereof, held on the 4th day of August, 2007.

Elana Garvin - Secretary