

The Bath Parents Sports Club Constitution and Bylaws

Article I. Name

This organization shall be known as The Bath Parents Sports Club (BPSC). The following constitution and bylaws shall govern all youth intramural, interleague and travel teams that play under the name of, and sponsored by, Bath Schools.

Article II. Mission

To promote and support extra-curricular sports activities of the school in collaboration with similar regional sports programs. To assist all youth participants in developing an understanding of sportsmanship and fair play among all players, coaches and parents. To establish fundamental skill and behavioral guidelines that all youth participants can use to build his/her self-esteem.

Article III. Membership

- All parents interested in the mission of the BPSC may become members.
- All coaches and their assistants must be members (See Article 7 Elections).
- All volunteer umpires, referees, officials and concession stand workers must be members and/or an honorary member (See Article 7 Elections).
- Membership is required for volunteers to be covered under liability insurance.

Article IV. Officers and Duties of Officers

Officers of the BPSC are nominated and selected annually and shall consist of the following:

- President
- Vice President
- Vice President Elect
- Secretary
- Treasurer
- Co-Directors of Baseball and Softball, Basketball and Soccer
- Director of Flag Football

President

The President shall preside over all meetings of the BPSC and the Executive Committee. S/he shall appoint and direct all standing committees and special committees. S/he may call a special meeting of the club membership if deemed necessary by the Executive Committee.

Vice President

The Vice President shall serve in absence of the President and perform such duties as may be assigned to him/her by the President. S/he shall automatically become President whenever vacancy occurs in that office for the remainder of the term. S/he may make appointments to the chairperson of fundraisers.

Vice President Elect

The Vice President Elect shall serve in absence of the President and Vice President and perform such duties as may be assigned to him/her by the President. S/he shall automatically become President whenever vacancy occurs in the President and/or Vice President office for the remainder of the term. S/he may make appointments to the chairperson of fundraisers.

Secretary

A list of the Secretary's duties is as follows:

- Keep a record of all meetings of the BPSC and the Executive Committee
- Keep a record of all the names and contact information of each member.
- Handle all BPSC correspondence.
- Provide Secretary's Report at each meeting
- Manage membership and publicity.
- Contact local media for any Public Service announcements regarding meetings.
- Maintain a copy of the Constitution and Bylaws and any legal transactions or contracts pertaining to the BPSC.

Treasurer

A list of the Treasurer's duties is as follows:

- Receive all monies and deposit to the credit of the BPSC in a depository pre-approved by the Executive Committee.
- Keep an accurate accounting of all receipts and expenditures. These records shall be passed on to the new treasurer and be accounted for.
- Expenditures in excess of \$200 must be authorized by the BPSC at the regular meeting.
- Prepare a financial report and provide an Income/Expense itemized statement at each meeting.

Co-Directors of Baseball and Softball, Basketball and Soccer/Director of Flag Football

Directors shall report to the BPSC any activities pertaining to their sport at each meeting. They shall hear any complaints from parents, coaches or other officials pertaining to their sport and attempt to

resolve (unless it is a problem serious enough to first be heard by the BPSC). Directors shall provide an estimated budget to the BPSC following student registration for each sport.

Executive Committee

Duties include transaction of necessary business between regular meetings (order of business) and to consider complaints and grievances relating to BPSC activities.

NOTE: To file a complaint related to the behavior of a coach, umpire, parent, BPSC member or officer: Three offended parents/guardians must submit complaint in writing to the Executive Committee. The alleged offender would then have the right to answer the complaint before the committee.

Article V. Elections

- The President shall call for all officer nominations at the November meeting with the additions at the December meeting. These officers shall be voted on at the December meeting. The new officers shall take office at the January meeting.
- The officers shall serve a term of one year and may be re-elected.
- Any unexcused absence of an officer for three consecutive regular meetings shall constitute cause for declaring the office vacant. The Executive Committee shall then appoint a successor to serve the remainder of the term. The exception to this would be the President, where the Vice President would take over.
- All coaches shall be selected by the BPSC officers from the pool of those interested. Any additional volunteers would then be encouraged to offer to assist the head coach of the team his/her child is drafted on. It would then be the coach's decision to pick from the volunteers as needed.

Article VI. Meetings and Quorum

The BPSC shall hold its' meetings on the third Monday of every month, September through May, at 8 pm at Community Room #1. A quorum shall consist of at least seven members or a majority vote of any school announced meeting of the committee involved.

Article VII. Bonding and Auditing

- The President and the Treasurer shall be bonded at the expense of the BPSC for \$5000.00 each.
- The President or any officer may not enter into any contracts or financial obligations without a two-thirds affirmative vote of the BPSC members present at the regular meeting.
- The President shall appoint an auditing committee consisting of three members or a Certified Public Accountant (CPA). The auditing committee shall audit the books of the Treasurer anytime in August and at such a time that the President may order. The auditing committee or CPA shall present its' report at the September meeting.

- The BPSC year shall be from January 1 to December 31 of the same year.

Article VIII. Amendments

Alterations to these bylaws can be made with an affirmative vote of two-thirds of the members present at the regular meeting. These amendments shall then be voted on and made procedure of and passed at the following meeting by an affirmative vote of two-thirds of the present members.

Article IX. Standing Committees

The President may appoint the following standing committees at the December meeting:

1. Bylaws Committee
2. Sign-Up and Draft Committee
3. Fundraising Committee

Article X. Code of Conduct for Coaches and Assistants

- No cursing or abusive language around the players, parents or spectators.
- No abusive physical contact with any player, coach, parent or spectator. This includes hitting, shoving, spitting, bottle/can or equipment throwing, or tossing and/or kicking dirt.
- No drinking of alcoholic beverages or smoking when in charge of players and functioning as a coach.
- Distribute a copy of league rules to the parents before the first league game.
- Shake hands with the coach and players of the other team after each game.
- In general, conduct yourself in a fashion that shall not bring embarrassment to you, Bath Schools and/or the children. Remember that this is a youth sport and try not to make more of it than it really is. The purpose of the youth program is to teach youth the skills and sportsmanship they need to advance to the next level. Win totals should take a back seat to player development.

Article XI. Order of Business

1. Call meeting to order
2. Secretary reads the minutes
3. Treasurer's Report
4. Report of Directors and Committees
5. Old (unfinished) business
6. New Business
7. Adjournment

****This Constitution and Bylaws should be reviewed by all members of the Executive Committee annually at the January BPSC meeting.**

