

DUBLIN YOUTH ATHLETICS BYLAWS

The following Bylaws have been duly adopted by the Board of Directors of Dublin Youth Athletics and shall remain in full force and effect unless and until amended or superseded by the Board of Directors.

ARTICLE I – OFFICERS

The officers of the DYA, and their duties and responsibilities, shall be as follows:

SECTION 1 – PRESIDENT

The President, who shall preside at all Board of Director's meetings and discharge such other duties that may be required. He or she shall appoint all committees. He or she shall cast the deciding vote in all deadlocks.

SECTION 2 – VICE PRESIDENT

The Vice President shall discharge the duties of the President in the absence or disability of the President. He or she shall execute special projects as assigned.

SECTION 3 – SECRETARY

- A. Shall keep minutes of all meeting of the organization.
- B. Shall contact all Board Members, informing them of said meetings, both time and place.
- C. Minutes must be presented for approval and/or correction at the next meeting, with copies sent to each Board Member prior to said monthly meetings.
- D. Reviews and approval all news releases for the organization.
- E. Heads the committee for Board elections.
- F. Presides at all meeting in the absence of the President and Vice President.
- G. Presides over the annual Election of Officers and Directors.

SECTION 4 – TREASURER

- A. Reviews all accounting records for the organization.
- B. Authorizes the opening and/or maintaining of an account at a local bank or savings and loan.
- C. *Is an authorized check signor along with the Athletic Director and other officers approved by the Board.*
Proposed to read: Is an authorized check signor along with the Executive Director and other officers approved by the Board.
- D. *Reviews all disbursements and receipts activity by the Athletic Director on a monthly basis.*
Proposed to read: Reviews financial activity managed by the Executive Director on a monthly basis to ensure compliance with Board policies.
- E. Make monthly reports to the Board on all financial activities
- F. **Proposed to read: Works with the Executive Director to monitor financial health and ensure adherence to the approved budget.**

- G. Shall oversee the budget process and forms for all programs as designed by the Athletic Director.
Proposed to read: Shall oversee the budget process and forms for all programs as designed by the Executive Director.
- H. Must make his annual report at the election meeting prior to the said election.
- I. Shall be bonded.
- J. With Board approval, may delegate duties to a qualified individual and pay for said services as necessary.
- K. Responsible for procedures relating to the concessions stands. Method of management either by DYA or will coordinate an arrangement with an outside organization.
(*Proposed revisions presented March 2025, discussion will be April 2025 and voted on May, 2025)

SECTION 5 – DIRECTORS

- A. All Directors shall be responsible to report only to the DYA Board and not to other Directors. Upon approval of the Board, there may be co-directors. Co-directors will have one vote between them.
- B. Directors will be elected at the annual meeting as prescribed in the Constitution.
- C. Directors of Programs shall appoint league commissioners and delegate duties to them relative to the week-to-week operation of their assigned league.
- D. Any action by a Director may result in review of such action by the full Board of the Executive Committee. If a Director is involved in any adverse situation concerning his/her team, his/her family, or himself/herself, the Director must recuse himself/herself.
- E. Only Officers and Directors have a vote on the Board of Directors.

SECTION 5(A) – DIRECTOR OF BASKETBALL

The Director of Basketball shall be in charge of the girls and boys recreational basketball league activities. He or she shall appoint league commissioners, submit a proposed budget, promulgate rules for the conduct of the games, act on rules, act on rules interpretations, supervise game conditions, and advise the Board of Directors on all protests and ejections. It shall be the responsibility of this Director for training of coaches. The Director of Basketball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(B) - DIRECTOR OF TRAVEL BASKETBALL

The Director of Travel Basketball shall be in charge of all activities relating to the Travel Basketball Program including but not limited to tryouts, selection of coaches, scheduling league games, practices, and tournaments, uniforms, the Holiday Tournament, any other tournaments sponsored by DYA Travel Basketball, and any fundraising required beyond the collection of participation fees. The Travel Basketball Director shall direct the program in accordance with the Travel Basketball Charter as approved by the Board of Directors. The Director of Travel Basketball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(C) - DIRECTOR OF BASEBALL

The Director of Baseball shall be in charge of the girls and boys recreational baseball league activities. He or she shall appoint league commissioners, submit a proposed budget, promulgate rules for the conduct of the games, act on rules interpretations, supervise game conditions, and advise the Board of Directors on all protests and ejections. It shall be the responsibility of this Director for training of coaches. The Director of Baseball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(D) - DIRECTOR OF TRAVEL BASEBALL

The Director of Travel Baseball shall be in charge of all activities relating to the Travel Baseball Program including but not limited to tryouts, selection of coaches, scheduling league games, practices, and tournaments, uniform and equipment purchases, any tournaments sponsored by DYA Travel baseball, and any fundraising required beyond the collection of participation fees. The Travel Baseball Director shall direct the program in accordance with the Travel Baseball Charter as approved by the Board of Directors. The Director of Travel Baseball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(E) - DIRECTOR OF SOFTBALL

The Director of Softball shall be in charge of recreational softball league activities. He or she shall submit proposed budget, promulgate rules for the conduct of the games, schedule games, act on rules interpretations, supervise game conditions, and advise the DYA Board of all protests and ejections. It shall be the responsibility of this director for training of coaches. The Director of Softball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(F) – DIRECTOR OF TRAVEL SOFTBALL

The Director of Travel Softball shall be in charge of all activities relating to the Travel Softball Program including but not limited to tryouts, selection of coaches, scheduling league games, practices, and tournaments, uniform and equipment purchases, any tournaments sponsored by DYA Travel Baseball, and any fundraising required beyond the collection of participation fees. The Travel Baseball Director shall direct the program in accordance with the Travel Softball Charter as approved by the Board of Directors. The Director of Travel Softball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(G) - DIRECTOR OF GOLF

The Director of Golf shall be in charge of all golf activities. The Director will negotiate the schedule and fees with local golf courses, supervise registration, and be responsible for purchasing of all related supplies and equipment. He or she shall submit a proposed budget prior to the start of enrollment, promulgate rules for the conduct of league play, act on rules, act on rules interpretations, and supervise match conditions. The Director will advise the DYA Board on all protests and ejections. The Director of Golf will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(H) – DIRECTOR OF BOYS LACROSSE

The Director of Boys Lacrosse shall be in charge of all boys lacrosse activities, including but not limited to the submission of a proposed budget, promulgating rules of activities to the DYA Board prior to the start of each season, selecting coaches, scheduling practices and games, selecting leagues and tournaments, managing any Dublin sponsored tournaments, coordinating the purchase of any needed equipment and the distribution and collection of equipment from participants, and the hiring and supervision of referees. The Director will advise the DYA Board on all protests and ejections. The Director of Boys Lacrosse will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(I) – DIRECTOR OF VOLLEYBALL

The Director of Volleyball shall be in charge of all volleyball activities, including but not limited to the submission of a proposed budget, promulgating rules of activities to the DYA Board prior to the start of each season, selecting coaches, scheduling practices and games, coordinating the purchase of any needed equipment and the hiring and supervision of referees. The Director will advise the DYA Board on all protests and ejections. The Director of Volleyball will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 5(J) – DIRECTOR OF PUBLICITY

The Director of publicity shall coordinate with the DYA Officers and Directors to identify the need for any public notices of program signups, any official notices required by the Constitution and Bylaws, or any other Board approved publicity for DYA. The Director of Publicity will edit any such press releases and arrange for their publication in the appropriate local newspapers. The Director of Publicity will make a monthly report to the DYA Board of any publicity activity or issues with the press.

SECTION 5(K) – DIRECTOR OF GIRLS LACROSSE

The Director of Girls Lacrosse shall be in charge of all girls lacrosse activities, including but not limited to the submission of a proposed budget, promulgating rules of activities to the DYA Board prior to the start of each season, selecting coaches, scheduling practices and games, selecting leagues and tournaments, managing any Dublin sponsored tournaments, coordinating the purchase of any needed equipment and the distribution and collection of equipment from participants, and the hiring and supervision of referees. The Director will advise the DYA Board on all protests and ejections. The Director of Girls Lacrosse will make a monthly report to the DYA Board addressing program activities and issues.

SECTION 6 - DIRECTOR OF PARKS & RECREATION

The Director of Parks & Recreation for the City of Dublin shall be a permanent voting member of the Board of Directors.

SECTION 7 - COORDINATOR OF SPECIAL EVENTS

The Board, on occasion, may desire to sponsor special events. This Coordinator shall be appointed by the Board. The Coordinator of a special event shall be in charge of said

event, shall promulgate rules and regulations for said event, will be responsible preparing a budget for Board approval, and a plan for fundraising activities for said special event. There may be more than one Coordinator of Special Events. The Coordinator of a Special Event shall only report to the DYA Board of Directors and shall provide feedback to the Board and seek direction from the Board whenever deemed necessary.

(*Proposed revisions presented March 2025, discussion will be April 2025 and voted on May, 2025)

SECTION 8 – EXECUTIVE DIRECTOR

The Board of Directors may delegate day to day operational authority, management of staff, budget execution, program administration and other duties that the Board deems necessary and/or appropriate to an Executive Director. The Executive Director may serve as a non-voting participant in Board meetings providing operational updates, financial updates, written reports and other updates as appropriate.

ARTICLE II - PARTICIPATION AND CONDUCT

SECTION 1

Participation will be limited to players who live inside the Dublin City School District or within the City of Dublin or attend a Dublin City School District school. Participation may be allowed for those who are outside the boundaries defined above only if there is space available in the individual program prior to the league meetings or assignment of players to teams.

All participants in Dublin Youth Athletic programs will be subject to an evaluation process and be available to all teams. Each Program Director, with Board approval, will set his/her own rules dealing with:

- A. Head Coaches
- B. Assistant Coaches

SECTION 2

All participants must have filed with the appropriate Director a signed parental permission slip or release as designated by DYA prior to any practice and/or game. Permission slips given to a coach do NOT allow said player to participate; no exception will be allowed.

SECTION 3

The Code of Conduct, as adopted by the Board, shall be incorporated by reference herein and govern the conduct of all coaches. Similar standards of conduct will be expected of all officials, players, and parents at DYA sponsored events.

SECTION 4

All players are required to wear protective gear prior to any participation whether practice or game.

SECTION 5

All active players on a recreational team roster will enter each game and play according to the rules established for the program. Different rules apply to travel teams and are to be documented in their charter and monitored by the travel team directors.

SECTION 6

Post-season games shall require the authorization of the appropriate Director.

SECTION 7

Prior to the commencement of a season's play, the coaches in each league shall hold a meeting at which the appropriate Director will define eligibility rules, ground rules, and other detailed rules as applicable to team play. A coach or assistant coach must attend this meeting. All umpires shall receive copies of such rules, procedures, and technicalities.

SECTION 8

Umpires, referees, or other game officials' decisions are final in all league or tournament play.

ARTICLE III - SCHEDULE AND RULES

SECTION 1

Each team must complete the schedule of games each season assigned to it. If, for any reason, a team wishes to reschedule a regular game, it must submit a request to the appropriate league commissioner. A meeting of the two coaches and the appropriate league commissioner shall decide what action is in the best interest of the players. The league commissioner has final authority.

SECTION 2

Ohio High School Athletics Association (OHSAA) Rules will be superseded only by rules promulgated and approved by the Board.

SECTION 3

The length of each season for each sport will be approved by the Board.

ARTICLE IV - COACHES' RESPONSIBILITIES

SECTION 1

Coaches are encouraged to attend and participate in all meetings dealing with said sport in which he/she will coach.

SECTION 2

Coaches are not to engage in any physical contact with any player, whether on his/her team or any other team.

SECTION 3

A head coach has the right to file a protest with the appropriate league commissioner concerning the interpretation or violation of any rule, or the conduct of any coach, official or spectator. A head coach may appeal the commissioner's decision to the appropriate director. The Board may review all protests and determine appropriate action, if any.

ARTICLE V - OFFICIALS

*** (November 2023 Bd mtg)* It was voted to create a Director of Officials position.

This position will be responsible for recruitment of officials, partnerships with schools for officials. Develop and improve evaluation of officials to improve. Educate parents on the role of the official. Create a payroll reporting system, create policy and procedures to maintain professionalism during the games, create budgets from year to year for officiating.

SECTION 1

Selection of recreational league officials will be done by the Coordinator or Supervisor of Officials for each league, appointed by the Director of said sport.

SECTION 2

All officials are to be paid the Board approved fee for officiating.

SECTION 3

Fathers, mothers, and relatives are encouraged to assist if approved officials are not available.

ARTICLE VI - PLAYER ASSIGNMENTS

SECTION 1

The appropriate director may coordinate a full draft in which evaluations/tryouts may be held for all coaches and all players may then be allocated through an open draft conducted by the appropriate director and each head coach or their representative. If a draft is not used, some other form of evaluation will be devised by the director to ensure that there exists reasonable equity in league play. (Exception, the coach's own children will be assigned to his or her team unless waived by the parent/coach). The intent of the intra-league competition is reasonable equity.

SECTION 2

The appropriate director will determine an equitable method of placing players signing up late after the draft has been completed.

SECTION 3

On 12:01 A.M. on the day of the first league game or official competition, no additional players will be allowed to sign-up or participate, unless randomly assigned by the Director or DYA employee having registration responsibility.

SECTION 4

Players will not be allowed to move from one team to another after the team rosters have been set. The only exceptions are as follows:

1. Movement between a travel team and a recreation team will only be allowed upon a unanimous decision of both teams' coaches and the Director of Travel and the Director of the Recreation League. All shall consider the welfare of the individual child, the travel team, and the recreation team. In all such cases where scheduling conflicts exist, the responsibility to the recreation team will take precedence.

ARTICLE VII - EQUIPMENT

SECTION 1

The appropriate Director will be responsible for the equipment used in his/her program. This includes purchasing, distribution and return of equipment. These duties may be assigned to a DYA employee.

Coaches will sign an Equipment Assignment Sheet and post a deposit for any equipment they are responsible for returning at the end of the season. The same guideline applies to umpires assigned DYA equipment for the baseball/softball season.

ARTICLE VIII - WRITTEN PROGRAMS

SECTION 1

All sports Directors must submit, in writing, any proposed changes to his/her program for Board approval a minimum of 30 days prior to the official start of the appropriate program.

ARTICLE IX - BUDGETS

SECTION 1

~~All budgets must be approved by the Board prior to any expenditures, said budget must be prepared on the form supplied by the Treasurer or a DYA employee handling financial matters.~~

(*Proposed revisions presented March 2025, discussion will be April 2025 and voted on May, 2025)

Proposed to read: The Executive Director shall submit an annual budget for Board approval, outlining projected revenues and expenditures for the upcoming fiscal year.

- A. As individual Program Directors finalize their budgets, the Executive Director will incorporate these into the overall financial framework and track any significant variances.
- B. The Board shall receive **quarterly budget reviews** from the Executive Director, which will provide updates on financial performance, highlight any material deviations from the approved budget, and explain any necessary adjustments due to Program Directors' finalized budgets.
- C. While the Board is **not required to reapprove the budget each quarter**, the Executive Director will report whether there are substantial changes from the originally approved budget, particularly if a Program Director's budget significantly deviates from expectations.
- D. Any expenditure outside of the approved annual budget that exceeds pre-determined thresholds (*threshold dollar amounts pending, will be determined prior to voting*) still requires Board approval."

SECTION 2

All sports Directors must submit his/her Budget for Board approval, a minimum of 45 days prior to the official start of the appropriate program.

SECTION 3

The Executive Director may propose changes to program registration fees, but any increases must be approved by the Board of Directors before implementation.

ARTICLE X - NEW PROGRAMS

SECTION 1

Each year the Board of Directors will review new programs proposed to be added to the DYA sports program. Any member of the organization may submit a written proposal for a new program which must address the following general issues:

1. Budget
2. Rules of participation & competition
3. Plan for practices and games, including length of season, site for game and officiating.
4. Uniforms and equipment
5. Any other items deemed necessary by the Board of Directors.

Any written proposal for a new program must be submitted at a DYA Board Meeting at least one month prior to the Board Meeting, which the Board will vote on the institution of a new program. This requirement of a written proposal may be waived by a unanimous vote of the officers.