

HAYAA Basketball By-laws

(Revised 7-28-2009)

Article I Organization

The name of this organization is HAYAA (Hartland Area Youth Athletic Association) Basketball. This organization exists as a division of HAYAA, and along with the other divisions (Baseball/Softball, Cheer/Pom, Football, and Golf) is subject to the terms and conditions of the by-laws of the HAYAA Executive Board.

Article II Objective

HAYAA basketball is an entirely volunteer organization with the goal of providing a recreational/instructional basketball league for boys and girls aged 8-14 years from the Hartland, Michigan area.

Article III Eligibility

All children living in the Hartland School District are eligible to participate. Exceptions require Basketball board approval. Physically challenged children are eligible for participation in compliance with the American Disabilities Act.

Article IV Basketball Operating Board Structure

A. Structure:

The operating board consists of seven voting members: Commissioner, Assistant Commissioner - Boys, Assistant Commissioner - Girls, Assistant Commissioner – Girls Travel, Assistant Commissioner – Boys Travel, Secretary, and Treasurer.

B. Overall duties:

- Establish operating by-laws for basketball
- Establish rules and regulations
- Establish an annual operating budget
- Set registration fees and dates
- Obtain equipment and uniforms
- Make all coaching decisions
- Make all operating decisions regarding their sport
- Make all purchases within their budget
- Manage all fund-raisers and solicit all sponsors
- Conduct board meetings as needed
- Organize all sporting events
- Appoint non-voting positions as needed

C. Duties of voting members

Commissioner

- Shall chair meetings
- Shall enforce rules and by-laws
- Shall settle disputes concerning issues governed by rules or by-laws
- Shall have the right to fill a vacated board position
- Shall attend HAYAA Executive Board meetings or find suitable replacement.

Assistant commissioners

- Shall aid the commissioner in the performance of his/her duties
- Shall chair the meetings in the commissioner's absence.
- Shall serve as liaison for coaches within their respective divisions
- Shall aid in the scheduling of practices and games

Secretary

- Shall take minutes of all basketball board meetings
- Shall keep records of registration, team assignments, and game score sheets
- Shall maintain and update by-laws and rules
- Shall prepare and distribute all information and announcements
- Shall update the website through coordination with the webmaster

Treasurer

- Shall prepare a budget to present to the Executive Board
- Shall keep an accurate record of all revenues and expenses
- Shall deposit revenues and disburse funds as needed

D. Duties of non-voting members

Equipment manager

- Shall keep an inventory of usable equipment
- Shall inform board of equipment needs
- Shall distribute equipment to coaches prior to the start of practice
- Shall recover equipment from coaches at the end of the season
- Shall secure storage facilities

Scheduling coordinator (*now handled through Community Ed*)

- Shall establish a fair and equitable practice schedule for all teams
- Shall establish game schedules
- Shall reserve gym space to meet practice and game obligations
- Shall provide scheduling information to coaches
- Shall serve as liaison to coaches on matters of scheduling

Referee coordinator

- Shall schedule referees for all games
- Shall pay referees after each game

E. Elections:

Elections for officers shall take place after the last event in each particular sport. Notice of the election and posting of positions will take place three weeks prior to the last event. Ballots will be circulated and counted by an Election Committee as designated by the Executive Board. The term of office is April 1 through March 31.

F. Removal from office

The removal of a board member requires the following steps:

1. The charges for removal of a board member must be made in writing.
2. A copy of the complaint must be distributed to all Board Members.
3. An investigation will be conducted to determine whether there is sufficient reason for dismissal.

Article V Operational Guidelines

Submit schedule of events to Community Life in July for Back-to-school issue

Send out information sheet to all schools in early September

Hold registration open from June 1st through the middle of September

Hold tryouts/evaluations in early October

Select teams in mid/late October

Begin practices in early November

Begin games in December

Finish in the beginning of March

Article VI Selection Process for Travel Coaches

1. All interested coaches must submit their name, resume and coaching plan within the advertised time period, to a member of the HAYAA Basketball Board to be considered for a coaching position.
2. The Board will review and discuss all candidates and make a decision. Decision voted on and approved by the board are final.

Article VII Use of Proceeds from Travel Team Tournaments

1. 50% of the NET proceeds from Travel Team Tournaments will be returned to the participating coaches. These funds can be used for additional tournaments, team functions or returned back to the parents.
2. The remaining 50% will be used for community service projects, at the Boards discretion. Community Ed will be asked to provide a list of projects. The Board, by majority vote, will decide how the available funds will be spent. If there are no NEEDY projects, the Board can defer the use of the funds for a later date.

Article VIII Team selection and player eligibility

1. Coaches must hold fair and open tryouts on the dates and place published by the board for all children that meet residence requirements.
2. Players must play on the travel team that is formed for their current grade. Exceptions can be made if there not enough players to form a team for any of the grades currently represented in the travel program. In this case younger players can tryout for the team not more than 1 grade higher and can not be considered for a younger team.