

# **SUSSEX WANTAGE BASKETBALL LEAGUE BY-LAWS**

## **ARTICLE I - INCORPORATION**

The Sussex Wantage Basketball League (hereinafter called SWBL) is incorporated exclusively for charitable purposes under the Nonprofit Corporation Law of the State of New Jersey.

## **ARTICLE II - PURPOSE**

### **Section 1.**

The purpose of SWBL as stated in the Articles of Incorporation is: "To educate young persons residing in the Sussex Wantage/High Point School District concerning the game of basketball through instruction and organized participation."

### **Section 2.**

The SWBL shall carry out its purpose of sponsoring recreational and travel basketball teams for youth of less than 19 years of age and who are residents of the Sussex Wantage/High Point School District. Participation on such teams shall not be restricted by virtue of race, sex, creed, religion, national origin or ethnic group. All recreational players must play approximately one-half (1/2) of each game, regardless of the policy of the opposing coach, except in the cases of injury or illness, habitual absences from scheduled practices or serious disciplinary problems with a player. The grade group coordinator and parents must be notified in advance if a player is to be withheld from a game due to absences from practices or disciplinary reasons.

### **Section 3.**

All participants must agree to abide by the rules and regulations of the SWBL, of Sussex County, New Jersey, and of such local, state and national basketball organizations as the SWBL elects to join.

## **Article III - GENERAL ASSEMBLY**

Membership in the general assembly of the SWBL shall be limited to the officers of the executive board, grade group coordinators, and chairperson of the SWBL appointed committees.

## Articles IV - OFFICERS AND THEIR DUTIES

### Section 1.

A. The officers of this organization shall be a President, Vice President, a Secretary, a Treasurer, and a Registrar, all of whom are members of the Executive Board.

B. The officers shall be elected at the Annual General Assembly Meeting and serve a term of one year. A majority vote of the general assembly membership present shall constitute an election. The time and location will be announced to the general assembly at least 10 days prior to the date.

C. Four (4) members of the Executive Board shall constitute a quorum to conduct business at Executive Board meetings.

D. Each year the Executive Board shall solicit the general assembly membership for individuals to serve as officers for the subsequent year. The slate of interested individuals must be provided to the President or the President's designee, and the Secretary at least 10 days prior to the announced date of the Annual General Assembly Meeting. General assembly members may nominate themselves or other members. The slate will be presented to the general assembly at the Annual General Assembly Meeting and be voted on by all general assembly members present.

E. Committees may be established by the President and Executive Board as deemed necessary to carry out the activities of the SWBL.

### Section 2. Duties of the Officers

The President shall preside at all meetings, appoint all committees subject to the approval of the Executive Board; enforce the Articles of Incorporation, By-Laws and such rules and regulations as have been enacted by the SWBL; call such meetings as required to conduct business; cast a deciding vote on all issues on which members of the Executive Board find themselves deadlocked; supervise the affairs of the SWBL; approve any voucher for payment of monies which have been duly authorized; sign all contracts and documents with the secretary when the same have been duly authorized; serve as the SWBL representative to all organizations with which the SWBL is affiliated or with which the SWBL conducts business; serve as head of the planning committee and become ex-officio member of all committees and subcommittees of the association.

The Vice President shall also perform the duties of President during his or her absence or incapacity; and assume the office of President in the event of the President's resignation. The Vice President shall also

serve on other committees as designated by the Executive Board.

The Secretary shall keep records of all proceedings of the Executive Board and general assembly and sign with the President all contracts and documents. The Secretary shall also supervise all correspondence and the preparation and revisions of all publications of the SWBL. The Secretary shall also head the communications committee and serve on other committees as designated by the Executive Board.

The Treasurer shall deposit/invest all monies in the name of the SWBL in savings and checking accounts of reputable institutions; liquidate all bills against the SWBL after approval; report the state of finances at every board meeting or whenever required by the President, and submit a written statement of accounts at the annual meeting. The Treasurer shall also supervise any fund raising committee and serve on other committees as designated by the Executive Board. The Treasurer will coordinate efforts with the Executive Board to prepare and submit to the general assembly for approval an annual budget that shall include the projected income and expenses for the fiscal year.

The Registrar shall maintain all records of players and team registrations and maintain a reference file on all rules and regulations established by SWBL or any other organization with which SWBL affiliates pertaining to players and teams. The Registrar shall also supervise all registration activities of the SWBL and serve on other committees as designated by the Executive Board.

All officers shall serve a term for one year, and shall be elected as prescribed in Article VII, Section 2. Vacancies in any office excepting those of President and Vice President, which shall be filled as described above, shall be filled by election of the Executive Board, subject to the approval of the general assembly at its next subsequent meeting.

The officers shall perform all other duties necessary to implement these By-Laws and any other SWBL policies established by the Executive Board and general assembly.

## **Article V - Grade Group Coordinators and Their Duties**

### **Section 1.**

The following Grade Group Coordinators will be established, with additional coordinators added by the Executive Board as deemed necessary:

**Boys' Grade Group Girls' Grade Group**

**Coordinators**

3rd Grade 4th Grade

5th Grade 6th Grade

7th & 8th Grade

Grade Group Coordinators shall serve as representatives of the coaches within the grade group from which they were elected in accordance hereunder. They are responsible for informing the grade group coaches of the activities of the Executive Board and for informing the Executive Board of the activities and views of the grade group coaches. Each grade group coordinator is responsible for evaluations and team formations through a draft process, and grade group activities. The grade group coordinator establishes policies and procedures for their respective grade groups in accordance with SWBL By-Laws and policies and with approval from the Executive Board. Grade Group Coordinators shall serve on committees as designated by the Executive Board. Grade Group Coordinators are required to attend any meetings as notified by the Executive Board.

Section 2.

The grade group coordinators shall perform all other duties necessary to implement these By-Laws and any other SWBL policies established by the Executive Board and general assembly.

Section 3.

All grade group coordinators shall serve a term for one year, and shall be elected as prescribed in Article VII, Section 3. Vacancies in any grade group coordinator shall be filled by appointment of the Executive Board.

## Article VI - Meetings

Section 1.

The Executive Board shall meet as necessary to conduct the business of SWBL.

Section 2.

A general assembly meeting shall be held at least one prior to and one after the season, or as deemed necessary to conduct SWBL business.

Section 3.

Special meetings can be called by the Executive Board.  
Except in emergencies, two (2) days notice shall be given.

Section 4.

An annual general assembly meeting shall be held to elect officers and grade group coordinators for the succeeding year. If such a meeting is not called, any voting member may call the meeting by notifying the Secretary. Notice of the annual general assembly meeting shall be given to all voting members of SWBL.

Section 5.

Four (4) members of the Executive Board shall constitute a quorum to conduct business at Executive Board meetings.

Section 6.

Seven (7) voting members of the SWBL shall constitute a quorum to conduct business at general assembly or annual meetings.

Section 7.

At least one registration period shall be held annually for the purpose of registering players.

**Article VII - Voting Rights and Election Procedures**

Section 1.

General Assembly Meetings - All Executive Board members, grade group coordinators, and chairperson of SWBL appointed committees are voting members and entitled to one (1) vote each on any issue at general assembly meetings.

Section 2.

Election of Officers - Each of the Executive Board members, grade group coordinators, and chairperson of the SWBL appointed committees is entitled to one (1) vote in each of the elections for officers at the annual meeting. Officers shall be elected by a simple majority of voting members present, providing there is a quorum as stated in Article VI, Section 6, and shall serve for a term of one year.

Section 3.

Election of Grade Group Coordinators - Each of the Executive Board members, grade group coordinators and chairperson of SWBL appointed committees is entitled to one (1) vote for the purpose of electing a grade group

coordinator. Grade group coordinators shall be elected by a simple majority and shall serve for a term of one year.

Section 4.

Any action of the Executive Board or of any SWBL member may be reviewed at the general meetings. A majority vote of those present with voting rights can reverse any decision on the board or any SWBL member, providing there is a quorum as stated in Article VI, Section 6.

Section 5.

Nothing in these By-Laws shall be constituted as permitting any individual to have more than one (1) vote on any single issue or in any single election.

## Article VIII - Committees/Chairpersons

Section 1.

The following committees will be established:

Equipment and Uniforms: shall supervise all activities related to equipment and uniforms, including the ordering of all equipment, uniforms, and trophies. As well, this individual shall maintain inventories on all SWBL equipment and recommend replacement to the Board, as necessary. When recommending purchases, bids should be taken to insure the best price possible for the Association. This individual will serve on other committees as designated by the Executive Board.

Referee Coordinator: shall supervise all activities related to referee coordination and training. This includes recruiting youth referees and youth referee coordinators as well as an overall SWBL Youth Referee Coordinator. As well, this individual will be responsible for setting up referee training clinics and conducting follow-up evaluations of all referees. The referee coordinator chairperson shall also serve on other committees as designated by the Executive Board.

Scheduling Coordinator: shall supervise all activities related to scheduling the practices and games for all SWBL Recreational Teams. The chairperson must coordinate the schedule with the travel teams coordinator to insure adequate time for all teams. The practice schedule shall be maintained on a computer program to facilitate future changes. The schedule coordinator shall also serve on other committees as designated by the Executive Board.

Section 2.

Committees may be established by the President and Executive Board as deemed necessary to carry out the activities of the SWBL.

## **Article IX - Political Activities and Dissolution**

### **Section 1.**

Political activities shall be limited as prescribed in the Articles of Incorporation of the SWBL.

### **Section 2.**

Dissolution of the SWBL shall be carried out as described in the Articles of Incorporation of the SWBL.

## **Article X - Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the SWBL in all cases to which they are applicable and in which they are not inconsistent with the SWBL Articles of Incorporation, By-Laws, and/or special rules of the SWBL may adopt.

## **Article XI - Amendments**

These By-Laws may be amended by a two-thirds (2/3) vote of the voting members present at any regular or special general assembly meeting, provided a quorum is present as stated in Article V, Section 6, and provided a notice of the proposed change has been made available to the membership no later than ten (10) days prior to such meeting.

## **ARTICLE XII - SWBL PARTICIPANT PROTECTION POLICY**

### **Section 1. PURPOSE**

The intent of the SWBL Participant Protection Policy is to sustain and promote a safe organized basketball environment for our players, student referees, referees, parents, and coaches.

### **Section 2. POLICY**

SWBL has a Zero Tolerance policy with regard to instances of player, referee, coach, and parent abuse. This policy extends to off-court behavior (to include violence in the workplace and domestic abuse), as well as on-court behavior. One instance of confirmed negative behavior will be grounds for dismissal of an existing coach, assistant coach, referee, age group coordinator, or executive board member. Offending parents may be banned from attending

games and practices. Examples of negative behavior include berating of players, referees, coaches, or age group coordinators; fighting, altercations or confrontations conducted in a loud, threatening, irrational, or violent manner. Further, any instances of domestic, child, or school violence documented through a background check via the NJ Dept of Welfare or NJ Criminal Systems; will be grounds for exclusion from SWBL league participation at all levels. "Second chances" will be granted at the discretion of the SWBL Executive Board.

**Section 3. IMPLEMENTATION**

**A. Age Group Coordinators shall report to the SWBL Executive Board all significant or recurring instances of negative behavior that is brought to their attention by coaches, referees, players, or parents. The Executive Board and General Assembly will vote as to the severity of the action taken.**

**B. The SWBL Executive Board reserves the right to run background checks on any official, coach, or referee of the league. The SWBL Executive Board will keep the results of background checks confidential and information will not be made public.**

**These bylaws were proposed on October 20, 2004 and submitted into practice on October 21, 2004.**