

**By-Laws  
Of The  
Centennial Basketball Association**

**Article I  
Purpose**

The purpose of this corporation is to provide supervised recreational and competitive programs for young people, and instill in them the principals of sportsmanship, honesty, loyalty, courage and respect.

At no time does any Director, Officer or Member of this corporation have any right, title or interest in any property or income of the corporation. In the event of liquidating or dissolution of this corporation, all of its property will be transferred to such non-profit, charitable, educational or other organizations qualified as tax exempt under Section 501 of the Internal Revenue Code as the Board of Directors see fit, subject to determination by a Justice of Supreme Court of the State of Minnesota should the Directors be unable to decide.

**Article II  
Membership**

Membership is open to all residents of Independent School District 12, eighteen years and older, who are the parents or legal guardians of a registered participant of the CBA during the current fiscal year. Non-resident membership requires approval by the Board of Directors.

**Article III  
Fiscal Year**

The fiscal year of the corporation ends the 30<sup>th</sup> day of April each year.

**Article IV  
Meeting of Members**

A general membership meeting for all participants will be held once a year.

**Article V**  
**Board of Directors**

1. The property, affairs and business of the organization are managed by Board of Directors who are elected by the membership of the Annual General Membership meeting. The Board of Directors will consist of: President, Vice President, Secretary, Treasurer and up to 12 additional Directors. In addition, the Board will also include the Varsity Head Coach of the Centennial High School Boys/Girls Basketball team. All voting rights shall be vested in the Board of Directors. All Officers and Directors are elected for a two year term. The past president is a member of the Board for one year following the completion of tenure as President.
2. Regular meetings of the Board are held monthly throughout the year.
3. Special meetings of the Board may be called at any time by the president or any two Directors, provided that notice is given to each Director prior to such meetings.
4. A majority of the Board of Directors in office constitutes a quorum for the conduct of business.
5. The Board of Directors may appoint a legal advisor. The legal advisor shall not be deemed to be a member of the Board of Directors.
6. No Director shall be eligible for re-election to the Board of Directors unless (s)he has personally attended a minimum of five of the immediately preceding nine board meetings.

The Board of Directors shall:

- a. Perform all duties specifically delegated to it in the Articles of Incorporation or in the By-laws.
- b. Approve all contracts necessary for the transaction of business.
- c. Fill vacancies among the officers of the corporation by a vote of majority of the Board of Directors
- d. Make rules for the conduct of the members of the Corporation for the use of the Corporation's property.
- e. Prescribe and publish rules governing the use of equipment and facilities of the Corporation by both members and participants in the sports program.
- f. Make, alter and amend rules for its own procedure and fix and enforce penalties for violation of such rules.
- g. Approve appointments of special representatives or committees appointed by the President, and define the duties and powers of such appointees.
- h. Have complete jurisdiction over the Corporation finances, and have exclusive power to make authorized appropriations.
- i. Maintain adequate insurance coverage of the Corporations property, and provide liability and health/accident insurance for its members.

- j. Have the general power to manage the affairs of the Corporation on any and all questions related thereto, when not in conflict with the Articles of Incorporation or By-laws.

**Article VI**  
**Duties of the Officers and Directors**

1. The president is the chief executive officer of the Corporation. Duties of the President are:
  - a. Preside at all meetings of the members
  - b. See that all orders and resolutions of the Board are put into effect.
  - c. Actively manage the business of the Corporation.
  - d. Execute all bonds, mortgages and other contracts.
  - e. Serve as ex-officio member of all standing committees.
  - f. Supervise and manage the business, using the powers and duties usually vested in the office of the President of a Corporation.
2. The Vice President, in the absence or disability of the President, performs the duties and exercises the power of the President, and performs other duties as prescribed by the Board.
3. The Secretary records all actions taken at meetings of the Board, or the members, and of committees appointed by the President. The Secretary is responsible for notifying members of all meetings and performs other duties as prescribed by the President.
4. The Treasurer has custody of the corporate funds and securities and keeps full and accurate account of receipts and Disbursements in books belonging to the Corporation. The Treasurer deposits all monies and other valuable effects in the name of and to the credit of the Corporation in such depositories as designated by the Board. The Treasurer is responsible for monthly and yearly reports. The Treasurer can accept expenditures up to \$100.00 for non-budgeted items.
5. Each Director shall represent the interests of such Director's sport at a minimum of nine regular meetings of the Board of Directors. And Assistant Director may represent such sport in lieu of the Director at any number of regular or special meetings of the Board of Directors; no more than three such meetings shall count towards the above referenced nine regular meetings.

**Rules Applicable  
For the  
Centennial Basketball Association  
(CBA)**

**A. Registrations**

1. Time and place of registration. (refer to local newspaper and publications)
2. Registration provisions:
  - a. All participants must be registered on the official registration form proved by the CBA
  - b. Registration forms **MUST** be signed by a parent or legal guardian as a waiver of liability against the CBA.
  - c. Accident insurance is included in registration fees.
  - d. Registrations accepted after the last scheduled date are subject to a late penalty in addition to the normal fee.
  - e. Later registrations may or may not be accepted if space is available on team rosters. People moving into School District 12 after the close of registration are given priority over registering late for other reasons.
  - f. Any person who registered under an assumed name, or gives an incorrect age becomes ineligible and is suspended for the remainder of the playing season.
  - g. No Officer, Director or coach is permitted to select or form a team for competition to the exclusion of anyone else in that grade.
  - h. Any in-house player who wishes to play up a level must in request in writing to the In-House Director. The petition must be approved by the Board before the player can play. Playing up 1 level until 5<sup>th</sup> grade is permitted. After grade 5, no player will be allowed to play any other grade level other than the grade level they are in. No playing up in Traveling.
  - i. Any traveling player who wishes to play for a CBA team that does not attend/live in the Centennial school district must file a petition to the Board of Directors. The petition must be approved by the Board before the player can play. MYAS guidelines must also be followed.

## **B. Team Rosters**

1. Number of players:
  - a. Traveling teams; generally, teams will be limited to ten (10) players/not less than 7.
2. Official filing of Roster:
  - a. No team is eligible to compete in any scheduled activity until its complete roster of players is filed with the traveling and/or House league Representatives.
3. It is the responsibility of the Board of Directors to retain all registrations forms.
4. Replacements:
  - a. If injuries or other circumstances reduce the roster of any team, replacements may be added with prior approval of the Board of Directors.

## **C. Eligibility and Suspension**

1. Only registered players in good standing are eligible to practice or compete with a traveling CBA team.
2. A player who is suspended for any reason is not eligible to compete.
3. Any game in which a team uses an ineligible player is declared a forfeit. Any game in which both teams use ineligible players is declared no contest and is not replayed.
4. Only a head coach, or in his absence any assistant coach, may suspend a player.
5. A coach may suspend any player from practice or a game by asking them not to show up to the game/practice who:
  - a. Fails to attend practices or games without prior approval.
  - b. Fails to respect the authority of officials and supervisors.
  - c. Uses any form of tobacco, alcohol or narcotics.
  - d. Displays any poor sportsmanship, wither by work or deed.
6. All suspensions must be submitted in writing by the coach to the Traveling Director within forty eight (48) hours and verbally inform the respective parents/guardian within twenty four (24) hours of the violation.

## **D. Equipment and Uniforms**

1. Each coach is responsible for all equipment issued to them. (Balls, First Aid Box, Ball Bag and any other equipment furnished to the team.)
2. Uniforms will be purchased by the player. All uniforms will be kept clean and in good condition. If any player needs to replace an old or damaged uniform, they may do so before or at fall registration. If the uniform get damaged during the season the replacement uniform will be purchased at full cost by the player.
3. All equipment must be returned to the CBA at the end of the season no later than two weeks after the season is completed.
4. All Players must wear protective clothing and equipment.
5. Complete uniforms must be worn in all games.

#### **E. Code of Conduct**

1. When a dispute or question arises, only the team head coach may confer with the officials.
2. All players on the sidelines must remain orderly and within the area assigned to the team.
3. The penalty for unsportsmanlike conduct is under the jurisdiction of the officials. A player, coach or spectator who becomes an offender and is ordered from the playing area must comply within one minute or the game is subject to forfeit.
4. Coaches are responsible for the conduct of assistants, players and fans. Upon requests of the officials, he/she will take whatever action necessary to allow the game to continue.
5. Officials are performing a valuable service for the CBA and even though they are recipients of some training, they are not professionals. (Neither are players or coaches.) Please be courteous to these people.
6. All members of the CBA are expected to be examples of good sportsmanship.
7. The coach has ultimate responsibility and accountability in the running of the team; therefore:
  - a. A coach in the CBA must not be under the influence of alcohol prior to or during practices or games, while responsible for the transportation of the players or use of illegal drugs at any time.
  - b. A coach must not use abusive or vulgar language in the presence of officials, players or spectators.
  - c. A coach must not physically or verbally abuse any player, official, parent or spectator.

#### **F. Grievances**

1. Filing procedure:

- a. A grievance must be submitted, in writing to either the President or Vice President of the CBA within 5 days, stating the time, place and as many specifics of the incident as possible.
- b. The Board of Directors will review within ten days of receiving the complaint.
- c. The Board of Directors will discuss and decide the issues and will notify the parties of the decision, in writing within forty eight (48) hours.

## G. Traveling Teams

### 1. Team Selections:

- a. Traveling teams represent CBA in competition with other communities. Such teams are supported by the CBA in various activities. Members of CBA traveling teams are selected on a tryout basis.
- b. The CBA Board organizes and runs the tryouts and it can be comprised of a non-coaching Board member, one traveling coach and a person that is from the high school coaching staff.
- c. Participation in tryouts is mandatory for a position on a traveling team. However by written appeal to the Board of Directors a candidate may be waived from tryouts.
- d. A member of the Board of Directors shall be present at all tryouts.

### 2. Coaches Selection:

- a. Head coaches and assistant coaches must fill out a coach's application, and agree to have a background check done and approved before they are permitted to coach. All coaches will be reviewed by a special coach's selection committee. This committee will be headed by the President of the CBA.
- b. Should there be more than one applicant for head coach; the candidates will be interviewed by the selection committee. The assistant coach will be determined mutually by the head coach and committee.
- c. All traveling coaches are approved by the Board.

### 3. Uniforms:

- a. All traveling team's uniforms should use the color scheme of the Centennial High School.

4. Both parent/guardian and player must understand the philosophy of a "Travel Team." Besides teaching and learning, more emphasis will be on commitment, dedication and winning.

## **H. Fund Raising**

### **Policy:**

1. The CBA believes that fund raising is necessary to achieve a prime objective: equalization of registration fees to encourage a maximum participation.
2. Individual teams may not engage in fund raising without the approval of the CBA Board.
3. The CBA traveling teams are expected to help out in working a minimum of one 3 or 4 hour shift per child playing at the CBA tournament. If a parent/guardian can not work the tournament, the volunteer fee will be required at registration. Workers who work at the tournament will receive a discounted rate at registration.

## **I. Purchasing**

1. All purchases of equipment and supplies outside of budgeted items must have approval of the Board of Directors.

## **J. Varsity Funded Accounts**

1. The varsity accounts will receive funds from the spring MYAS tournament and split the proceeds equally between the girls and boys.
2. Expenditures are approved by the varsity coach.
3. Any additional funds requested to be deposited to the varsity accounts will be at board approval.