

CHESTERFIELD BASKETBALL LEAGUE

BY-LAWS

ARTICLE I NAME

- Section 1 The name of the association shall be **“CHESTERFIELD BASKETBALL LEAGUE, INC.”**

ARTICLE II PURPOSE

- Section 1 To promote an organized sports program on a basic where good sportsmanship and fair play will be practiced by all participants at all times.
- Section 2 To take into consideration the health, welfare and ability of each individual participant.
- Section 3 To draw teams from several sections of Chesterfield County into closer fellowship through participation in a county wide sports program.
- Section 4 To teach youth through playing experience the fundamentals of sports.

ARTICLE III GOVERNMENT

- Section 1 The Government of the League shall be vested in the EXECUTIVE BOARD OF DIRECTORS and the BOARD OF REPRESENTATIVES. The EXECUTIVE BOARD and BOARD OF REPRESENTATIVES shall decide on the policies and procedures affecting the general management of the League. Since the EXECUTIVE BOARD is charged with the responsibility of operating the League on a day to day basis, appeals on decisions in this area are not permissible. The EXECUTIVE BOARD shall have authority to act in the name of the League in an emergency or needful occasion between League meetings.
- Section 2 The EXECUTIVE BOARD of Directors shall consist of (6) six.
- A. President
 - B. Vice-President
 - C. Secretary
 - D. Treasurer
 - E. Administrative Director
 - F. League Commissioner

- Section 3 Not more than two (2) members of a participating association may reside on the EXECUTIVE BOARD of Directors at the same time.
- Section 4 A member of the EXECUTIVE BOARD OF DIRECTORS shall not serve as a member of the BOARD of REPRESENTATIVES (Association Voting Representative)
- Section 5 All Changes to existing rules and regulations which control and coordinate CHESTERFIELD BASKETBALL LEAGUE activities must be submitted to the EXECUTIVE BOARD for approval. Rules, regulations and changes to the existing rules and regulations are subject to approval by BOARD OF REPRESENTATIVES.
- Section 6 The BOARD OF REPRESENTATIVES shall consist of one representative from each participating association in the league. Each association will have one (1) vote through their voting representative, who must be registered with CBL.
- Section 7 If an association is not represented on the BOARD OF REPRESENTATIVES for TWO (2) meetings during the current year, the association will be sent a warning letter. If a third meeting is missed, the association will lose their voting privilege for the remainder of the year.

ARTICLE IV NOMINATION AND ELECTION OF OFFICERS

- Section 1 The President, each year at the February League meeting shall appoint a nominating committee of at least three (3), which shall consist of at least two (2) members of the BOARD OF REPRESENTATIVES. They shall present at the March meeting a list of nominees for all offices of the EXECUTIVE BOARD. The slate of nominees shall not exceed two (2) for each of the board positions. The term of office shall be for a period of one (1) year, commencing April 1, of said year.
- Section 2 Nominations may be presented from the floor at the March League meeting.

Section 3 The candidates will be elected by the BOARD OF REPRESENTATIVES, one (1) vote per association. Election shall be by secret ballot or by show of hands (nominees leaving immediate area) at the March League meeting. The President shall appoint a teller to receive the ballots or count the votes cast. In the event of ties, a new ballot shall be cast until there is a winner.

Section 4 Any officer who does not perform satisfactorily can be dismissed by a majority vote of the EXECUTIVE BOARD. The EXECUTIVE BOARD shall then fill the vacancy of office by appointment for the un-expired term of office.

ARTICLE V DUTIES OF OFFICERS

Section 1 PRESIDENT

The President shall be chairman of the Executive Board and shall preside at all meetings of the league and Executive Board. He/she shall help to extend good sportsmanship and relations with all Associations of the League, keeping it in harmony with the by-laws and playing rules. The President shall preserve order and shall decide all points of order that may arise subject to appeal. A majority of all Executive Board members present, shall be required to reverse his decision. He/she shall have the general powers and duties vested in the president of a corporation. He/she shall sign all contracts and other documents authorized by the laws of the Commonwealth of Virginia. He/she shall perform any other necessary function as prescribed by the by-laws.

Section 2 VICE PRESIDENT

The Vice President shall preside at any meeting of the League or Executive Board in the absence of the President. He/she shall also assist the President in his duties when the need arises. In the event of a prolonged absence of the President, he/she shall also sign all authorized documents and contracts. Perform all other duties assigned by the President.

Section 3 **SECRETARY**

The Secretary shall keep an accurate and legible record of all meetings and proceedings of the League and of such correspondence as may be authorized by the League or Executive Board. He/she shall send out written notices or telephone notices to each participating Association at least five (5) days prior to a League meeting. He/she shall either send out or distribute at each meeting, the minutes of the proceeding meeting to each Association. He/she shall be the custodian of all papers and documents, incidents to the proper and effective management for the League; past and present; and shall turn same over in complete order to his successor. The Secretary shall keep an accurate roster of all participating Associations and their voting representatives. Perform all other duties assigned by the President.

Section 4 **TREASURER**

The Treasurer shall collect and receipt all money coming into the accounts of the League, and keep a true and accurate record thereof. He/she shall be responsible for depositing all money received within thirty (30) days of receipt. He/she shall make payment when authorized by an official of the League, who has authority to make such expenditures, or by action of the Executive Board, and/or Board of Representatives, if requiring the expenditure of funds. All checks drawn on the funds of the League shall be signed by the Treasurer. The Treasurer shall, at each meeting, submit an itemized list of all expenses incurred during the previous month. He/she shall present an accounting of the League's finances at each League meeting. The Treasurer's records and ledgers shall, at all times, be subject to an audit by the Executive Board. The President, shall appoint an audit committee to audit the Treasurer's books during the month of October. This committee shall include the newly elected Treasurer. Perform all other duties assigned by the President.

Section 5 **ADMINISTRATIVE DIRECTOR**

The Administrative Director shall coordinate the following:

- A. League Insurance
- B. Fund Raising
- C. Purchase of necessary equipment
- D. Purchase of League trophies
- E. Perform all other duties assigned by the President.

Section 6 LEAGUE COMMISSIONER

The League Commissioner shall govern the five playing divisions through the respective Division Commissioners. He/she shall be responsible for acquiring referees and score clock operators for all game activities. He/she shall be responsible for all game schedules including post-season play. If necessary, he/she may appoint a committee to help formulate league schedules. He/she shall handle all protests that are brought before the League. Other duties and responsibilities of this office shall be set forth by the President.

Section 7 The EXECUTIVE BOARD has the authority to suspend a Coach and/or Association, team, or player for infractions of the rules or for any other action that is deemed detrimental to the League. The individual(s) or Association(s) will be notified of the infraction or action that is reported to the Executive Board by the President. They may request a formal hearing before the Executive Board prior to a decision being rendered. It is their responsibility to meet with the Executive Board at a time and location designated by the President. Action by the Executive Board is subject to appeal to the Board of Representatives. This appeal must be initiated by the individual(s) or Association(s) against whom the action was taken and must be delivered in writing to the League Secretary within seventy-two (72) hours of the Executive Board's action. A reversal of the Executive Board's action by the Board of Representatives will require the Executive Board to reconvene immediately and present a new plan of action for approval by the Board of Representatives.

Section 8 Any member of the EXECUTIVE BOARD, who is reported for inappropriate action or misconduct, will be subject to a formal hearing before the Executive Board at the discretion of the Board. Should the Executive Board decide to suspend or dismiss one of the Board's members, the member will have the same right for appeal before the Board of Representatives as described in ARTICLE V Section 7.

- Section 9 The EXECUTIVE BOARD has the authority to appoint the DIVISION COMMISSIONERS.
- A. The duties of the DIVISION COMMISSIONERS are that they shall govern their respective divisions with duties as assigned by LEAGUE COMMISSIONER.

ARTICLE VI ORGANIZATION

- Section 1 The League is the basic unit of organization and is the highest authority. Unless agreed to by the Board of Representatives, all personnel serve on a non-compensated basis.
- Section 2 The League consists of youth Associations throughout Chesterfield County. All players must reside in Chesterfield County.
- Section 3 The EXECUTIVE BOARD will determine the annually League Fees which will be payable to League TREASURER at date established by the EXECUTIVE BOARD.
- Section 4 Associations must make application to join the League and be approved by 2/3 of the BOARD OF REPRESENTATIVES present. Associations accepted into the League must pay an entrance fee as established by the EXECUTIVE BOARD.

ARTICLE VII MEETINGS

- Section 1 Regular meetings of the Leagues shall be held during the months of September through March, at a place designated by the President or his representative.
- Section 2 During the months of April through August, meetings shall be called by the President as the need arises.
- Section 3 The President shall call special meetings of the Board of Directors or Board of Representatives as the need arises. Notice of said meetings shall be published ten (10) days prior to the meeting.

ARTICLE VIII	MANAGEMENT OF PROPERTY
Section 1	The EXECUTIVE BOARD shall manage and control all property of the League.
ARTICLE IX	FISCAL YEAR
Section 1	The League's fiscal year shall begin with the first day of July.
ARTICLE X	QUORUM
Section 1	A quorum of the BOARD OF REPRESENTATIVES shall be at least 2/3 of all participating Associations.
ARTICLE XI	RESTRICTIONS
Section 1	This organization shall be non-partisan, non-sectarian, and shall wholly abstain from any political or labor affiliation or endorsement for public office.
ARTICLE XII	LIQUIDATION AND DISTRIBUTION OF ASSETS
Section 1	In case of dissolution of this League, and the liquidation of its affairs, any money or other assets remaining after payment of all obligations, shall be distributed equally among the Associations that are in good standing at the time of liquidation.
ARTICLE XIII	RULES OF ORDER
Section 1	The rules contained in "Roberts Rules of Order" shall govern the association in all cases to which they are applicable and in which they are not inconsistent with the By-Laws of this League.
ARTICLE XIV	AMENDMENTS
Section 1	Proposed amendments to the By-Laws of this League shall be prepared in writing by a By-Law Committee and presented at the September League meeting. A majority vote of the Associations present, shall be required to adopt or change a particular article or section. The President, at the regular March meeting, shall appoint a By-Law and Rules Committee of at least three (3) persons.
ARTICLE XV	REVISION DATES
Section 1	Revised March 17, 1999 Revised September 26, 2004, Article IX, Section 1

