

## **Bethel Travel Basketball Corporation By-Laws**

### Article I – Name

The name of this organization will be the Bethel Travel Basketball Corporation; hereinafter referred to as “BTB”. The principal operations of BTB shall be in the Town of Bethel, County of Fairfield, and State of Connecticut.

### Article II – Purpose

The purpose of BTB is to educate youth athletes in the proper and basic fundamentals of basketball including the principals of team work and sportsmanship. BTB is a nonprofit corporation and shall be operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code as it now exists or may be amended. BTB is recognized as tax exempt under Section 501(c)(3) of the Internal Revenue Code as it now exists or may be amended.

### Article III – Membership

There will be two classes of membership in BTB: (a) Player Members, and (b) Voting Members as follows:

**Player Members:** Youths residing in the town of Bethel who participate in BTB’s program. Player Members have no rights, duties, or obligations in the management of or in the property of BTB. Player members can be from another town if a team does not meet the minimum roster numbers.

**Voting Members:** Individuals at least eighteen (18) years of age defined by the following criteria:

1. Any elected or appointed member of the Executive Board.
2. Any Certified Manager, Head Coach or Assistant Coach in either the previous or upcoming season. Certification requirement consists of current valid membership with the National Youth Sports Coaches Association (NYSCA) as well as a background check.
3. Any Member of a Standing or Ad-hoc Committee.
4. Any person that has attended 3 or more official BTB meetings in a 12-month period.

### Article IV – Voting Privileges

Members of the Executive Board will have immediate voting privileges upon taking office after being elected or appointed to an office. Members of the Executive Board shall vote on all issues put before the Executive Board and must attend 70% of the regular monthly meetings.

All other Voting Members must meet one of the criteria specified in Numbers 2 – 4 above.

The BTB fiscal year runs from September through August of the following year and aligns with the term of the Executive Board.

#### Article V - Officers and Duties

The Executive Board of BTB will be: President, Vice President, Secretary and Treasurer. Other permanent standing members of BTB will include the Head Coaches of both the Bethel High School Varsity Girls & Bethel High School Varsity Boys teams along with a representative from the Voting Membership.

**President:** The President shall preside at meetings of BTB, make appointments as authorized by the Executive Board, advocate for the wishes of the Executive Board and (iv) provide an agenda for the monthly meetings. The President has signing authority for contracts and banking authorizations approved by the (“Executive Board” or “Voting Members”) of BTB.

**Vice-President:** The Vice-President shall assume the responsibilities of the President in his or her absence, incapacity, resignation, or removal.

**Secretary:** The Secretary shall record the minutes of all meetings, maintain all records, maintain a membership list; and notify all members of upcoming meetings.

**Treasurer:** The Treasurer shall keep the books and records pertaining to the financial matters of BTB including cash receipts, cash disbursements, and preparation of monthly reports. She/he shall create a monthly report of receipts/disbursements and file all relevant financial documents with the Town, State and Federal Governments. This report should be available for review at the monthly board meetings. The Treasurer has signing authority for contracts and banking authorizations approved by the (“Executive Board” or “Voting Members”) of BTB.

Each member of the Executive Board shall also perform such other duties as may be requested by the President.

#### Article VI –Executive Board Voting and Elections

The Executive Board shall be elected annually at the August monthly meeting and take office in September. All Executive Board positions will be voted on yearly. Members of the Executive Board may serve terms in succession. Executive Board nominations will be submitted at each August meeting. Nominations can be submitted by a member or members of the general public at least eighteen (18) years of age; however members may not nominate themselves. Persons that are nominated must accept the nomination to become a nominee. Those nominated but not present at the meeting must inform the Secretary in writing of their acceptance

of the nomination. Eligibility to vote for the Executive Board is restricted to Voting Members who meet the criteria set forth in Article IV above and voting must be in person.

Vacancies in the Executive Board due to resignation, death or removal shall be filled by the Executive Board for the balance of the term of the Executive Board member being replaced.

An Executive Board member may be removed by two-thirds (2/3) vote of the Executive Board then in office for cause or no cause if before any meeting of the board at which a vote on removal will be made, the Executive Board member in question is given electronic or written notification of the Executive Board's intention to discuss his or her case and is given the opportunity to be heard at a meeting of the Executive Board.

#### Article VII – Committees

Committees – As events warrant committees can be formed. Committees can be standing or ad-hoc and can be formed to address specific issues as they arise. The formation of committees can be proposed by any Voting Member and then voted on by Voting Members at a monthly meeting. Standing committee chair and members will be named during the first month of the BTB fiscal year (September) and shall serve for a one-year term. Any ad-hoc committee developed within the BTB fiscal year will have its committee chair serve for the remainder of the BTB fiscal year in which it was created. No committee shall have the authority to take any action on matters requiring Executive Board approval or approval by a majority of the Voting Members, fill vacancies on the Executive Board or amend, repeal or adopt new By-Laws or Articles of Incorporation.

An committee chair or member may be removed by majority vote of the Executive Board then in office for cause or no cause if before any meeting of the board at which a vote on removal will be made, the member in question is given electronic or written notification of the Executive Board's intention to discuss his or her case and is given the opportunity to be heard at a meeting of the Executive Board.

The following committees are standing committees with committee chairs filled by volunteer members of BTB.

- 1) Fundraising
- 2) Website
- 3) Travel Apparel
- 4) Referees
- 5) Coaching

#### Article VIII - Monthly Meetings and Voting

The monthly meetings of BTB will be held on the first Wednesday of each month or as otherwise determined by the President. Roberts Rules govern the proceedings.

Fifty (50) percent of board members must be present for a quorum. Monthly meetings are open to the public. Any voting at the monthly meeting by Voting Members must be in person.

#### Article IX – Special Meetings

Special meetings of the Executive Board may be called upon the request of the President or one-third of the Executive Board. The Secretary shall give notice of the special meeting to each Executive Board member at least one week in advance of said meeting.

#### Article X – By-Law Amendments

These By-laws may be amended by a two-thirds vote of Voting Members present at any general meeting, provided that written notice of the proposed amendments was presented at the previous meeting. An abstention will be treated as a non-vote in this process.

#### Article XI - General Policies

Notwithstanding any other provision of these By-laws, no action or activity shall be taken by or on behalf of BTB not permitted to be taken or carried on by an organization exempt under Section 501(c)(3) of the Internal Revenue Code as it now exists or may be amended. No part of the earnings of BTB shall inure to the benefit of or be distributed to its members, officers, or Executive Board, except that BTB shall be authorized and empowered to make payments and distributions in furtherance of the purpose described in Article II hereinabove. Any business proposal from an Executive Board member must be voted on by the Voting Members.

During any given year, a \$1,000 discretionary fund will be available for the Executive Board for tasks related to BTB. This fund does not require Voting Member approval for disbursements. The Executive Board, with voting approvals allowable via email, will decide all disbursements.

No part of BTB activities shall be the carrying on of propaganda. BTB shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

BTB shall not carry on any other activities not permitted of an organization exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code as it now exists or may be amended.

#### Article XII - Donations and Dispositions

It is the intention of BTB to solicit, receive, and maintain funds, property and services for the sole purpose of applying them or the income thereof to the purpose described in Article II hereinabove. It is also the intention of BTB to carry on, encourage, and aid solely in furtherance of the purpose described in Article II hereinabove.

In the event of termination or dissolution of BTB, all remaining assets of BTB lawfully available for distribution shall, after any outstanding expenses thereof are paid, be distributed to one (1) or more organizations as shall qualify under Section 501 (c)(3) of the Internal Revenue Code as it now exists or may be amended. The organization to receive the assets of BTB hereunder in the event of any such termination or dissolution shall be selected in the discretion of a majority of BTB's Voting Members.