

STING BASKETBALL PROGRAM CONSTITUTION

Article I: Objectives

Name: Sting Basketball

The objectives of this organization are stated as follows:

The purpose of Sting Basketball is to develop the fundamental basketball skills of each individual player by teaching team concepts through quality coaching and practice sessions, while fielding competitive teams. The Sting Basketball program concentrates on youth athletes who possess a passion for the game of basketball and a strong desire to develop both as an individual and team player with a competitive focus. The Sting Basketball Program seeks to enable all youth athletes with:

Core Values:

Respect the game: includes respecting parents, coaches, teammates, self, officials and competition

Integrity: Do what is right. Be honest and loyal.

Teamwork: individuals making personal sacrifices to work together for the success of the group

Discipline: Being mentally and physically tough, to continually improve and become the best athlete, student, coach, mentor and citizen we can be.

Article II: Membership

Any person who is eighteen (18) years or older is eligible for membership in this association. There shall be three (3) forms of membership in this association:

1. Executive Board – President, Vice President, Secretary and Treasurer
2. Association Board Members – All non-executive officially elected board members
3. General Member – members that are not elected board members, but choose to take part in the General Meetings throughout the year.

Article III: Government

The elected officials of this association shall be as follows:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Coaches Manager (handle all training clinics for coaches; handle all feedback on coaches; fully understands the mission of the program and that these are volunteer coaches; background checks on coaches; get proper certification for all coaches)

6. Athletic Coordinator (manages all tournaments, leagues and training opportunities for club teams)
7. Equipment/Merchandise Manager (handles all equipment orders including merchandise)
8. Communications Manager (handles all publicity, website, Facebook, etc.)
9. Fundraising Manager (seeks out any fundraising opportunities for program, sponsorships, etc.)

The Executive Board positions of the association will be in ranking order as follows:

1. President
2. Vice President
3. Secretary
4. Treasurer

Even election year positions will be:

1. President
2. Secretary
3. Coaches Manager
4. Equipment Manager
5. Fundraising Manager

Odd election year positions will be:

1. Vice President
2. Treasurer
3. Communications Manager
4. Athletic Coordinator

All Sting Basketball positions will be a two-year commitment and half the board will be elected every year.

The President shall appoint all vacant positions during the season with ratification by the Executive Board.

The President has the right to poll, by telephone, email or in person any Board Member (non-executive) to assist with direction of Executive Board decisions during its meetings.

Nominations for Executive/Board positions will be open for nomination by the 1st of May through the 31st of May with an election to be held in June.

The annual election of board members will take place in June of each year. The newly elected board members shall take office officially in July of each year.

All board members are subject to removal from office. Written notification must be given to all active board members and the affected board member one (1) week prior to any action. A 2/3 majority vote

of the entire board (elected officials) is required to remove any board member. Any elected official that holds more than one (1) position on the Board will have only one (1) vote.

The Executive Board will be responsible for policy, expenditures, raising funds, assuring conformance of the applicable active league rules, administering discipline and assuring continued operation of the program.

Article IV: Duties of Officers

President

It shall be the duty of the President to be the administrator, organizer and official spokesperson for the association. The President will be an executive officer member of all committees and will resolve all disputes within the association. The President will be responsible for creating the agenda for all meetings. The President will respond with help to all other positions on the Executive and Association board and assist wherever help is needed. The President shall work in unison with the Vice President in taking care of logistical matters. The President shall keep a working roster of Executive members, Association members, general members, coaches and players (and players family information). The President will have one (1) vote only on the elections of officers. The President is to vote on all issues or motions brought forth per Robert's Rules of Order, with only one (1) vote.

Vice President

It shall be the duty of the Vice President to assume all duties of the President in the event the President is unavailable, an emergency has been declared by the Executive Board of directors, in the absence of the President at the scheduled meeting, or act as interim President in the event of replacement of the President until a new President can be elected. The Vice President will chair the protest and/or complaints committees and will act as associate mediator when disputes arise. The Vice President will execute all other duties as directed by the President of the Executive Board. The Vice President will respond with help to all other positions on the Executive and Association Board and assist where help is needed. The Vice President shall have one (1) vote on all issues or motions brought forth at all meetings, including elections of board members.

Secretary

It shall be the duty of the Secretary to prepare, maintain and disburse all correspondence required for efficient operation of the association. The Secretary will maintain minutes of all meetings, assuring that all individuals' names will be noted and listed for all raised motions, issues and the seconding of all members. The secretary will keep and maintain records of all previous meetings for board members to review and will provide copies to those members who request them. Once an insurance policy is in place the Secretary will be responsible for maintaining all paperwork, incident reports and organization of the insurance program. The Secretary shall respond with help to all other positions and assist wherever is needed. The Secretary shall have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Treasurer

It shall be the duty of the Treasurer to handle all financial matters of the Sting Basketball program in coordination with the President and Vice President. The Treasurer will deposit all money received to the Sting Basketball program into an account designated by the Executive board and coordinate all money related matters with all other officers as required by President. Audits of the program financial records will be conducted every 2 months in coordination with the President, Vice President and Secretary. The Treasurer must be prepared to have any or all records inspected upon written demand by any member of the Sting Basketball program. The Treasurer will maintain auditable records and report all receipts and disbursements. The Treasurer will request a second board member to assist in double counting all significant amounts of cash (more than \$100) and other funds received in the course of conducting Sting Basketball business. The Treasurer will execute all other duties as directed by the President or the Board of Directors. The Treasurer will turn over all organizational monies, correspondence, books and property to his/her successor. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Coaches Manager –

It shall be the duty of the Coaches manager to coordinate all program needs in connection with Coaches. This includes, but not limited to: coaches certification, coaches clinics, member questions about the coaches and procurement of coaches. (At such point that the STING program has a lot of coaches interest we will create a review board with an application process.) The Coaches manager will represent the entire coaching staff at Executive/Association Board Meetings with conveyance of all problems, issues and requests. He/she will act as spokesperson when requested by the President or Vice President. The Coaches Manager will report, directly to the President, any issue or matters of attention. The Coaches Manager will be responsible for ordering and issuing medical kits to each coach and team. He/she shall respond with help to all other positions and assist wherever help is needed. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Athletic Coordinator -

It shall be the duty of the Athletic Coordinator to represent the Sting Basketball program in all tournament, league and training opportunities for the program athletes. It will be the Athletic Coordinator's responsibility to get all Sting Basketball teams signed up in leagues each season, research and sign up teams for tournaments and research and sign up individuals and/or teams for any trainings/camps/clinics. He/She will work closely with all coaches in communicating and selecting proper programs for each team and the program. He/she will be responsible for reporting to the Executive Board the yearly budget for leagues, tournaments and training opportunities. The Athletic Coordinator will work in support of the Communications Manager to make sure all members of the Sting Basketball program have their tournament, league and training information. The Athletic Coordinator will work in support of the Coaches Manager in finding appropriate training opportunities for each team and as a program. The Athletic Coordinator will keep records and report all league, tournament and

training status before and after such activities take place. The Athletic Coordinator will report directly to the Treasurer to make sure all league fees, tournament fees and clinic fees are being recorded appropriately. He/she shall respond with help to all other positions and assist wherever help is needed. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Equipment Manager

It shall be the responsibility of the Equipment Manager to keep an inventory of all uniforms, equipment and all other Sting Basketball assets. He/she will order, coordinate and issue all equipment, uniforms and merchandise for the Sting Basketball program. The Equipment Manager will keep an official log of uniform, equipment and merchandise issuance. For those items that require return, the Equipment Manager will keep a log of receipt. These logs will be available for review during the season and at the conclusion of each season. The Equipment manager will be responsible for reporting to the Sting Basketball board the total inventory, yearly budget plan and equipment issues required. The Equipment manager will be responsible for collecting fees associated with uniforms, equipment and merchandise. The Equipment Manager will work closely with the Treasurer to keep track of all auditable monetary procedures. The Equipment manager will be responsible for ordering all uniforms, equipment and merchandise assigned by the board. He/she shall respond with help to all other positions and assist wherever help is needed. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Communications Manager

It shall be the duty of the Communications Manager to coordinate all Sting Basketball advertisements, events, community information through all available channels of communication (website, email, social media and mainstream media when appropriate) in regards to tryout information, league information, tournament information, training information, fundraising events and all promotional information in the best interest and authorization of the Sting Basketball Executive Board. The Communications Manager will be responsible for maintaining the Sting Basketball website with all information (included, but not limited to: team rosters, tournament information, parent information, updated Sting Basketball constitution). He/she shall respond with help to all other positions and assist wherever help is needed. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Volunteer/Fundraising Manager

It shall be the responsibility of the Volunteer/Fundraising Manager to conduct day-to-day operational management and implementation of activities pertaining to fund development and fundraising. This includes but not limited to: conduct and maintain volunteer hours pertaining to the annual fundraising tournament, run the operations of the concessions and gate admission at these tournaments and lead the initiative to build relationships with potential funders including individual community donors or business organizations (sponsors). The Fundraising Manager will work with the Treasurer to maintain auditable records and report all receipts and disbursements at Executive/Association meetings

(sponsor/donor report in January; individual fundraising events a minimum of 2 weeks after the event). The Fundraising Manager will request a second board member to assist in double counting all cash at the end of the day or event conclusion. He/she shall respond with help to all other positions and assist wherever help is needed. He/she will have one (1) vote on all motions or issues brought forth at all meetings, including elections of board members.

Board Member Responsibilities

It shall be the responsibility of the entire Executive Board/Board of Sting Basketball to work together as one team with all special events, fundraising and all projects concerning and/or involving Sting Basketball. Any Sting Basketball board member in possession of any property, correspondence, files and ideas developed for the benefit of Sting Basketball will return them to the Secretary or Treasurer so they can be handed over to the position successor upon departure/termination of office.

Article V: Meetings

Meetings shall fall into two categories:

1. Executive/Association Board meetings: all elected board members will meet once per month as determined by the President. Any elected board member may also request a special meeting. The request must be in writing (email is fine) and submitted to the President no later than ten (10) days prior to the planned meeting. The President may call an emergency meeting at any time.
2. General Meeting: A general meeting shall be held three (3) times each year. These general meetings will be open to anyone who wants to attend. The purpose of these meetings is to allow all involved parties in Sting Basketball (parents, participants, coaches, etc.) to get information. These general meeting will be set up as follows:
 - a. January – general meeting to go over the Sting Basketball season to date
 - b. March – to recap the Sting Basketball season and discuss any summer programs
 - c. June – to vote new elected positions

The Executive Board/Association Board members are required to attend all monthly scheduled board meetings. Failure to attend any three (3) meetings may be grounds for removal and termination from office, by vote of the Sting Basketball Board (all elected officials). All absences must be received and acknowledged in advance by the President or Vice President. The President or Vice President will have the authorization to excuse non-continuing absences if pre-advised.

Article VI: Coaches

All Head Coaches are volunteers and will be assigned to a team based on their recommendation and approved by the Executive Board. All head coaches are responsible for the actions of their assistant coaches, team and parents during the regular season game, practice and/or functions of the program. Head coaches must be available for meetings, trainings and/or clinics. This might be during the season

or during the off season. Any actions deemed detrimental to the Sting Basketball program or unethical (this includes, but not limited to, disruptive behavior on or off the court while representing Sting Basketball, excessive absences or tardies) can result in immediate dismissal by a vote of the Executive Board.

All Head coaches will be NYSCA certified or other organization approved by the Executive Board. Head coaches will also be CPR/First Aid certified and will have a WSP background check on file.

Article VII: Financial Policies

The Executive Board shall decide all matters pertaining to finances of the Sting Basketball program, and shall place income derived from membership fees, donations, sponsors and fundraising campaigns in the Sting Basketball Bank Account with the prime objective to pay all existing bills before expending funds for other projects.

Article VIII: Amendments

These by-laws of the constitution may be amended by a 2/3 vote of the Executive and Association Board members at any duly constituted meeting, provided that written notice of such proposed changes shall be given to each member of the Executive/Association Board at least ten (10) days prior to the proposed meeting. No changes may be made to any by-law September 1 through March 31.

Article IX: Other

See addendums to policies of the program.

Article X: Ratification

These articles are hereby adopted as the Constitution of the Sting Basketball Program.

Date August 18 year 2014

Approved and Signed by:

President

Vice President

ADDENDUM

All things can be open to interpretation and can change over time.

1. **Finance/Budget:** The Sting Basketball program will always maintain a bank balance of \$5,000. The program will not fall below this minimum \$5,000 balance at any time.
2. **Finance/Budget:** Any board member must receive permission from the board to purchase anything over \$200.
3. **Coaches:** Board Members can be coaches and coaches can be board members
4. **Coaches:** All coaches will be required to do a background check
 - a. All background checks will be subject to board approval.
 - b. Any discrepancies in a background check will be looked at on a case-by-case basis.
5. **Insurance:** The Sting basketball program must always have two kinds of insurance:
 - a. Board Insurance
 - b. General Liability insurance for the program
6. **Parents:** A parent contract will be signed every year by one or both parents. This is required for all players to be eligible to play.
 - a. If a parent breaches the parent contract, they will be subject to a meeting with the Sting basketball board. All infractions will be looked at on a case-by-case basis.
 - b. All parents will pay a \$100 volunteer fee at registration for each player in the program. They will receive that \$100 back once they have fulfilled their volunteer hours. There is a minimum of 4 hours per player to receive your \$100 fee back.
7. **Tryouts:** Tryouts will be held in late September along with one make-up date. Dates will be determined by the Board.
 - a. **Team Size:** It is highly recommended that the team size be limited to no more than 12 players.
 - b. **Out of District Requests:** Priority will be given first to White River, Carbonado and Dieringer School Districts. If there are not enough players to make a team, other school district players within that grade may be considered.
 - c. **4th Grade Teams:** If there are not enough 4th graders to make a team, 4th graders from other districts will be considered. If there are 8 or less 4th graders (with no cuts), 3rd graders will be allowed to try out after the tryout session. They will not be allowed to tryout during the regular team tryouts but will be contacted following team selection. If this is a multigrade team (3rd & 4th graders), will be limited to 10 players.
 - d. **3rd Graders:** If a 3rd grader plays on the 4th grade team, they **will not** play up the following year and will try out for the 4th grade team.
 - e. **Injuries Prior to Tryouts:** If a player is unable to tryout on assigned dates due to an injury, they will be expected to attend the designated tryout session but will be allowed to tryout at a separate session when they are physically able.
8. **Rosters:** If a team makes NO CUTS, they will be allowed to add to their roster by the coach's discretion until their first game. If a team MAKES CUTS, they are NOT allowed to add to their roster after tryouts.

9. **Discounts:**
- a. Coaches discount: Head coach 25%. Assistant coach discount 10%
 - b. Multiple player discount: First player full registration fee, second player 25% discount, third player or more 10% discount.
10. **Cancellation:** The Sting Basketball program will refund your registration fee under these conditions:
- a. Full refund before uniforms are ordered/delivered
 - b. After uniforms are ordered: Refund minus the cost of the uniforms.
 - c. After first game: no refund
11. These addendum items are hereby adopted as part of the Constitution of the Sting Basketball Program.

Date: September 22, 2023.

Approved and signed by:

President Kelley Caldwell 9.22.23

Vice President [Signature] 9/22/23