

**Otero County Youth Football League  
2017 Bylaws  
All rules are intact and binding**

**League Mission Statement**

**OCYFL**

The Otero county youth football league is established as a community youth football league. The league's active practices and games are carried out by adult coaches and volunteers. All rules are governed by the commission. The intentions of this league are to implant firmly the ideals of good sportsmanship, honesty, loyalty, courage, teamwork and respect for authority, so they may become well-adjusted, healthy, and self-motivated athletes and students of their community. The athletes of the Otero County Youth Football League are held to a standard above and beyond the highest principles set forth by their peers, and are prepared to compete at a level where winning is accepted, and encouraged, but never at the expense of another teammate or opponent. We will continue to develop these athletes, and hold our adult volunteers to the same standards that we teach to our youth athletes.

**Section 1. Governing of the league**

The Otero County Youth Football League hereafter shall be referred to as OCYFL. The league Commission is governing body. All league rules and policies are written in the best interesting of all stakeholders. Each year the rules are reviewed and revised as deemed necessary. All rules are written and approved as a commission whole.

**Section 2. League Members and Stakeholders**

Who are stakeholders? Stakeholders are Commissioners, Players, Coaches, and Team Reps.

Any commissioner who is in good standing has the authority to vote on policies. The commission assist's in the day to day operations, and are required to assist in all game day events. The commission shall be no less than 3 and no more than 7.

All commissioners must be voted into position by the voting members. All commissioners must have a background check on file with each New Year. All commissioners must be considered in good standing to have voting privileges.

Any commissioner wanting to hold a coaching staff position must have the consent of the commission to ensure that both titles do not interfere or disrupt their duties.

All Commissioners-stakeholders that resign their position must do so in writing.

**Section 3.ZERO TOLLERANCE POLICY**

There are No social media sites permitted with the league name "Otero county Youth Football League" AKA OCYFL.

Any slander of any stakeholder done online, printed publication, rally, and written protest is considered an infraction see league policies.

All stakeholders with an active role in any of the following will face season suspension;

- Slander
- Deformation of character
- Threats
- Bodily harm

• Hearsay.

Heckling of any stakeholder or game official will not be tolerated, any party involved in this will be removed from the game or event we hold a very high protection on all stakeholders and game officials.

#### Section 4. Meetings

A weekly meeting will be called for to address the leagues standing, complaints, and concerns if needed. This meeting does require a team representative, in the exception of a head coach meeting where all head coaches will be called upon. At no time is any meeting without the commission permitted. All meetings are open forum in the exception of Private meetings will be held with the requesting party and commission alone for privacy and sensitivity to the matter. The league president shall oversee each meeting in the exception of availability.

#### Section 5. Commission Commitment

All commissioners have a commitment sum of 2 years. All commissioners must re submit their application after their 2 year term is up and must be voted into position by the voting members. The league president commitment term is 2 years. Any commissioner wanting to take on the role as president must be considered in good terms and must have a sum of 1 year commitment under the OCYFL to be considered.

#### Section 6. Voting and Quorums

Any Voting that must occur shall require a sum of 2/3 of the commission. Any commission in good standing has the option or sending in their proxy, or vote via email, or written forum as long as their name and date are attached to the written document. All voting does require the league president. A Quorum group shall consist of the league president, secretary and the board members, in order to obtain a vote there shall be a maximum of 2 board members and the president present to obtain a vote.

Proxies may be accepted from each member who is unable to attend a voting meeting through email, or in writing, but must have the members name and date attached.

#### Section 7. Emails and Communication

At No time is any board member, commissioner, stakeholder permitted to send out any email or message to any business, person, stakeholder, parent etc. pertaining to the league, in the exception of the president and secretary, any message that needs to be announced shall need the approval of the president. Any message that needs announcing must first meet with approval from the president.

#### Section 8. Publications

At no time is any stakeholder permitted to publish any notification, etc. any newspaper, social media etch regarding the league. This is cause for league suspension.

#### Section 9. League Finances

At no time is any stakeholder permitted to seek out wages or reimbursement for services rendered. All stakeholders are volunteers. The league will follow a set budget for all columns and may not exceed that budget. All monies are to only be utilized for league matters only.

All solicitation of monies over 100.00 must be approved by the commission.  
All league fundraisers must meet with commission approval. The league shall have a league treasure. At no time is the treasure to reside in the same household with the league president.

#### Section 10. Fiscal Year

The league fiscal year shall begin in the beginning of January of the calendar year to the ending of December of the calendar year.

#### Section 11. Dissolution of the league

Upon the dissolution of the league, all monies, and property shall be evenly distributed to a similar non-profit league.

#### Section 12. Commissioners titles

##### **President:**

Shall run the day to day operations, the president has the authority to amend all written rules, and bylaws and hold all stakeholders liable for their actions. The president shall report all actions and decisions to the league board members.

Shall hand out positions and assignments

Shall report the league standings and welfare on a regular basis to all commissioners, board members and coaches

Shall investigate all accusations, and complaints

Shall have a term of 2 years after that term has expired he may reapply for the position.

Shall view all background checks and keep them in a confidential file.

Shall adhere all state, federal, and city laws

Shall have the consent of an expenditure of 100.00 for league essences without board approval

The president along with the commission and game officials may eject any unruly person from any league activity or event.

At no time are the president and treasurer permitted to reside in the same household.

Shall assist in any insurance claim and injury

##### **Secretary:**

Shall take notes and messages for the league president and report to him with the details

Shall follow given tasks by the league president.

Shall file all records and paperwork

Shall file all registration documents and seek out all missing registration forms, collect all registration documents, and report all rosters to the head coaches.

Seek out league photographers, jersey companies, fundraiser ideas, and report the findings to the president.

Send out emails on behalf of the president.

Shall be responsible for taking meeting minutes

##### **Treasure:**

The league treasure shall be responsible to maintaining the leagues finances and balancing the finances.

Any stakeholder that has financial concerns may obtain a meeting with the treasure, but must make a prior appointment.

Keep a record of finances, transactions, expenditures, and receipts.

Provide a current financial balance and statement to the Commission at all weekly meetings.

Assure prompt deposits are made concluding any monies received within a 24 hour period.  
Report all receipts, and deposits made to the League Accountant.  
All deposits made must be done through the Treasure and or President, all deposits made will be verified by the President.  
Collect all fees.

**Equipment Manager:**

Shall issue equipment to the league registrants  
Shall complete an inventory on all equipment, and order what is needed.  
Will inspect equipment for any malfunctions, or for any equipment that needs replacement, or repairs  
Keep a record of all outgoing and incoming equipment.  
Will provide an equipment contract for all parents and or guardians upon distributing equipment  
Will keep the president informed on all paperwork etc.

**Team Rep:**

Team and Coach Rep's have the responsibility of holding all coaches liable for their actions and to assure that all leagues polices are being met. Any decision based on coach's infractions requires an approval from the league president and commission.

**All Coaching Staff:**

At no time is any coaching staff or stakeholder permitted to attempt to persuade any person, stakeholder or non-stakeholders to changes the rules of play, bylaws, or policies. All rules are set and must be followed by all stakeholders. If at any time the commission or president feels that any stakeholder is attempting to persuade changes that are not written will face season suspension. Although that coaches opinions do matter and are important to the day to day operations there is a time to address these concerns.

**Changes to the Bylaws**

The league shall have the authority to change any rules under the bylaws and rules of play to benefit the league and stakeholders at any given board meeting, all changes Do Not need to be displayed for any length of time and will go directly into effect following final approval. Changes will be displayed on the league website for viewing and or printing.

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