

**2003
CONSTITUTION/BYLAWS
OF THE
BILLERICA YOUTH SOCCER ASSOCIATION (BYSA)**

Revised March 31, 2003

I. Objective:

- A. The purpose of the Billerica Youth Soccer Association (BYSA), shall be specifically for the educational purposes as defined in and pursuant to Section 501(c) (3) of the Internal Revenue Code. The BYSA's objectives are to implant firmly in the youth participants the ideals of fair play, good sportsmanship, self-discipline, and team play. These objectives are intended to help the youth participants grow into responsible adulthood.
- B. The objectives will be achieved by providing responsible supervised competition and instruction in the sport of soccer. The BYSA leadership and coaches will bear in mind, at all times, that THE BYSA IS ESTABLISHED FOR THE YOUTH PARTICIPANTS AND THAT PLACING EXCEPTIONAL ATHLETIC DEVELOPMENT OR A WINNING PHILOSOPHY ABOVE PARTICIPATION BY ALL PLAYERS IS CONTRARY TO THE BYSA'S OBJECTIVES.
- C. The principal office of the BYSA is to be located in the Town of Billerica, Middlesex County, in the Commonwealth of Massachusetts.
- D. No part of the net earnings of the BYSA shall inure to the benefit of, or be distributable to: its members, trustees, officers, or other private persons, except that the BYSA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Section A hereof. No substantial part of the activities of the BYSA shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the BYSA shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign, on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these Constitution/Bylaws, the BYSA shall not carry on any other activities not permitted to be carried on (a) by an association exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an Association, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

- E. Upon the dissolution of the BYSA, assets shall be distributed for one or more exempt purposes within the meaning of Section 501© (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

In witness whereof, we have hereunto subscribed our names this _____ day of _____.

Signature:_____ Officer – Title:_____

Signature:_____ Officer – Title:_____

II. League Officers:

- A. The BYSA shall be governed by a board of directors under the bylaws of the Association as adopted by the general membership. The Board shall consist of a maximum of 15 members but not less than 11 members. All positions on the Board are for two-year terms. Each year, approximately half of the Board positions will be up for re-election.
- B. The voting members of the BYSA shall elect officers at the end of a spring soccer season no later than June 30th. Any resident of the community is eligible to run for elective office in the BYSA. The board of directors will determine the time and place for elections and will advertise at least 30 days prior to said elections.
- C. Governing of the BYSA shall be under the supervision of the Board of directors. The board of directors will enforce any and all rules, regulations, and policy matters in accordance with the bylaws of the BYSA.
- D. The board of directors shall have control of the property and management of the BYSA. Funds of the BYSA shall be withdrawn from the financial institution where they are on deposit for BYSA business, by the duly elected treasurer, or in his/her absence, the president.
- E. Vacancies on the board of directors shall be filled by a vote of the remaining directors. A nomination committee will present candidates for consideration. The vacant position will be filled until the next general election.
- F. Should the Board determine the existence of a need for a directorship, providing such directorship does not exceed the maximum allowable number of board members, it may, with a two-thirds vote, fill that directorship. The position from then on will be filled in the prescribed manner at the next regular election.
- G. Should the Board determine that a directorship is not needed anymore, it may, with a two-thirds vote, eliminate that directorship at the end of the current term, providing that it does not reduce the Board below the minimum allowable amount and that the directorship is not one of the key positions of the Board. Key positions of the Board are: President, Treasurer, Registrar, Equipment Manager, Field Coordinators, Town Team Coordinator, Intramural Coordinator, Fund Raiser, Instructional Coordinator, Referee Assignor, and Secretary.
- H. Any Board member missing three consecutive meetings in a year can be subjected to a review by the Board and, with a two-thirds affirmative vote, will be removed from the Board.

I.
III. General Membership:

- A. Any resident of the Town of Billerica is entitled to be a non-voting member in the BYSA.
- B. To be a voting member in BYSA you must currently be 18 years of age or older and a:
 - 1. BYSA Board member
 - 2. BYSA Coach
 - 3. BYSA Assistant Board member
 - 4. BYSA Assistant Coach
 - 5. BYSA Referee

IV. Youth Participant Membership:

- A. A youth participant member is a child who has paid his/her registration fee, is assigned to a team, and is a resident of Billerica.
- B. Exception to Section IV.A:
 - 1. A youth participant member can be a student in the Billerica school system but not a resident.
 - 2. Or can be a youth participant member who has played for BYSA in the past and has moved out of town but wants to stay with the BYSA.
 - 3. Children from out of town may register for BYSA in-house programs when space is available and their town does not offer a program.

Any other exceptions to Section IV.A must have a two-thirds approval vote from the board of directors.

For information only: According to state regulations, any player coming from out of state must have a release letter from his/her home state for approval to play in a participating league in Massachusetts.

V. Coaches: (Town Team Only)

- A. A Coach Selection Committee, composed of five members consisting of the town team coordinator, the coaching director, the intramural coordinator and two additional, non Board, licensed individuals (preferably from the BYSA membership), will be appointed by the president. Each spring the committee will be responsible for recommending town team coaches to the Board for the following fall and spring seasons. The committee will present its recommendations to the Board as early in the spring season as possible. A majority vote of the Board is required to affirm all coaching appointments.

The Coach Selection Committee will use the following criteria when evaluating a candidate:

- ◆ Service time in the BYSA
- ◆ Experience in the age bracket being applied for
- ◆ Coaching license level or equivalent experience (it is expected that a license will be acquired the following year).
- ◆ Ability as an instructor
- ◆ Actual game observation by the committee
- ◆ Interview process

B. Coaching Application Policy: (Town Team Only)

1) Coaching applications must be mailed to the Coach Selection Committee and must be postmarked no later than midnight of the due date as set by the BYSA board of directors.

2) Applications received after the deadline will be considered as follows:

- ◆ For the team requested unless there were candidates that submitted applications on time for the same team.
- ◆ For another team in need of a coach.

C. Intramural and instructional division coaches will be appointed by the intramural and instructional division coordinators. Age groups in the intramural and instructional programs will be proposed by the intramural and instructional coordinators and approved by the board of directors each season according to enrollment.

D. Coaching Requirements: Travel Team coaches are required to obtain the following licenses prior to the season they are selected to coach for:

U10: F License
U12: F License
U14: E License
U16: E License
U18: E License

Any coach either elected or appointed to coach a travel Team is required to obtain this license within six months of appointment.

VI. Governing of Coaches:

Coaches and assistant coaches are governed by the board of directors and the bylaws of the BYSA. They receive their authority to coach from the board of directors and the bylaws.

Town team coaches are also governed by the rules of the Middlesex Youth Soccer League.

VII. Removal Procedure for a Coach, League Officer, or Member:

- A. Removal procedure:
 - 1. A signed, verifiable complaint must be filed in writing to a Board member.
 - 2. Unless it is against the president, the president will put it on the agenda for the next Board meeting. If it is against the president, the board member who received the complaint will bring it up when it is his/her time for a report.
 - 3. The Board will discuss the complaint. If the Board finds that action needs to be taken per our bylaws, then the individual, to whom the complaint was initiated against, will be asked to appear before the Board, along with the individual making the complaint. The Board may elect not to have both parties present at the same time.
 - 4. If the Board votes in favor of the complaint with a two-thirds vote, then a letter of reprimand will be sent to the offending individual. The letter will state the offense, the decision, and that he/she will be removed from the position if a second complaint is made and the Board votes in favor of the second complaint.

Exceptions to the rule are:

- 1. Striking a player, general member, board member or an official involved in control of the game or;
- 2. Convicted in open court of immoral or illegal acts.

Individuals found violating these exceptions can be removed on the first complaint by a two-thirds vote of the Board.

VIII. Coaching Responsibilities:

- A. Town team coaches are responsible for the selection, training, discipline and operation of their team. They are required to see to it that every youth participant plays approximately one-half of every game, unless a discipline problem is involved.
- B. Intramural coaches and instructional division coaches are required to see to it that every youth participant plays at least one-half of every game, unless a discipline problem is involved.
- C. A coach is encouraged to obtain an assistant coach.

IX. Executive Board:

The executive board responsibilities are as follows:

- A. President:
 - 1. Presides as chairman at all meetings.
 - 2. Shall be the chief officer of the BYSA, and it shall be his/her duty to see that all laws of BYSA are enforced.
 - 3. Checks the financial records of the BYSA.
 - 4. Appoints committees and delegate responsibilities as required.
 - 5. Generates written meeting agendas.
 - 6. Assures that youth participants who attended try-outs but did not make a team are notified in writing within two weeks after the season ends.

- B. Vice President – Town Team Coordinator:
 - 1. Presides at meetings when the president is unable to attend and assumes his/her responsibilities.
 - 2. Submits town team rosters to Middlesex League.
 - 3. Insures that league fees and affiliation fees are paid.
 - 4. Insures that all town teams have ID cards.
 - 5. Gives to equipment manager the number of uniforms, balls, bags, pinnies, first aid kits, and ice packs that will be needed for the town teams.
 - 6. Gives to the field coordinator the number of fields that are needed for the town teams.
 - 7. Goes to all placement meetings to ensure our town teams are properly placed in accordance with the direction of the Board. Submits to MYSL with each team's entry form the BYSA's recommendations for placement in specific divisions. All coaches are invited to attend, and provide input to the BYSA at its placement meeting and to attend the MYSL placement meeting..
 - 8. Gives to the coaching director the number of coaches needed for our town teams.
 - 9. Contacts coaches that are no longer assigned to teams and reclaims BYSA's equipment. Submits equipment to equipment manager for inventory.
 - 10. Notifies youth participants who did not make a team.
 - 11. Will work with registrar to see that every child in the program is properly registered and every coach and assistant coach is affiliated.

- C. Vice President – Intramural Coordinator:
 - 1. Organizes all intramural teams and games.
 - 2. Give to the equipment manager the number of uniforms, balls, bags, first aid kits, and ice packs that will be needed for the intramural program.
 - 3. Gives to the field coordinator the number of fields that will be needed for the intramural program.

4. Gives to the coaching director the number of coaches that are needed for the intramural program.
5. Gives to the referee assignor the schedule of games, teams, and coaches' names in the intramural program.
6. Contacts coaches that are no longer assigned a team and reclaims BYSA's equipment. Submits equipment to equipment manager for inventory
7. Gives to all coaches and parents a copy of the age appropriate rules for soccer games.
8. Will provide to all coaches a listing of licensed courses being offered in the state. On at least a yearly basis, will set up and provide mandatory training courses that are age appropriate for the intramural coaches. The president will assign help if requested.
9. Will provide all intramural coaches with age appropriate training guides (booklets or pamphlets). These free materials may be distributed during the mandatory training sessions.
10. Should choose a minimum of four volunteer coordinators, one for each intramural age division. These helpers would set up practice/training sessions for each particular age group on a set night (e.g. all U-7's practice Mondays). It is suggested that a different skill be taught at each weekly practice.
12. Will work with registrar to see that every child in the program is properly registered and every coach and assistant coach is affiliated.

D. Instructional Coordinator:

1. Set up all instructional division teams.
2. Gives to equipment manager the number of uniforms, balls, bags, first aid kits, and ice packs that will be needed for the instructional division program.
3. Gives to the field coordinator the number of fields that will be needed for the instructional division program.
4. Gives to the coaching director the number of coaches that are needed for the instructional division program.
5. Contacts coaches that are no longer assigned a team and reclaims BYSA's equipment. Submits equipment to equipment manager for inventory
6. Distributes to all coaches and makes available to parents a copy of the age appropriate rules for soccer games.
7. On a yearly basis, will set up and provide mandatory training clinics that are age appropriate for the instructional coaches. The president will assign help if requested.
8. Will provide all instructional coaches with age appropriate training guides (booklets or pamphlets). These free materials may be distributed during the mandatory training sessions.
9. Will work with registrar to see that every child in the program is properly registered and every coach and assistant coach is affiliated.

E. Treasurer:

1. Receives, accounts for, and deposits all moneys in the name of BYSA.

2. Prepares a monthly report of assets and deficits for presentation to the Board at board meetings.
3. Pays all bills as so directed and approved by the executive board.
4. At the expiration of the term of office, or in case of resignation or removal, delivers to the successor in office, all monies, books, and property of the BYSA, or in the absence of a successor, to the league president.
5. Monthly provides the president with a copy of all financial information.
6. Annually, shall submit all relevant Association financial information to the Association's auditor.
7. Shall annually submit to the state all required organizational information.

F. Registrar:

1. Shall establish date, time, and place for registration and shall inform the treasurer to be available when large amounts of money are involved.
2. Shall make sure that all registrants meet the requirements of Section IV of the bylaws.
3. Gives to town team coordinator a list of youth participants that have registered to play in BYSA town teams.
4. Gives to the intramural coordinator a list of youth participants that have registered to play intramural.
5. Gives to the instructional division coordinator a list of youth participants that have registered to play clinic.
6. Submits all applicable fees to the MYSA office.

G. Executive Secretary:

1. Records minutes of official meetings.
2. Sends out notification to the membership of upcoming events.
3. Handles correspondence of league as so directed by the president and the Executive Board.
4. Has a master records file for each board member and all their correspondence.
5. Has a master record file for all correspondence of the league.
6. Set up individual files for coaches or members of the BYSA who have signed written complaints made against them and of members with documented concerns and/or problems.
7. Is responsible, upon resignation or replacement, to pass on all records including: minutes, correspondence and complaint files to the new secretary.

H. Field Coordinators (travel and intramural/instructional):

1. Requests from the recreation commission the number of fields needed to run the program.
2. Acquires field permits for those fields.
3. Assigns the fields to the coordinators.
4. Assigns fields for scrimmages.
5. Lays out fields prior to the start of the season.
6. Insures all fields are properly lined each week during the season.

7. Insures all fields have been properly secured at the end of each day during the season.
 8. Insures there are enough nets, corner flags, and goal posts for all fields requested. If not, gives to equipment manager a list of items needed.
 9. Insures that nets and corner flags are put up at the beginning of the day and taken down at the end of the day for scheduled games.
- I. Equipment Manager:
1. Receives from all coordinators lists of:
 - uniforms needed.
 - balls & bags needed.
 - first aid kits needed.
 - nets, corner flags & goal posts needed.
 2. Orders whatever equipment and uniforms that are necessary to keep the program running.
 3. Maintains a general inventory of all BYSA equipment and lists the storage facilities where such equipment is secured.
 4. Maintains a specific inventory by coach of all BYSA equipment signed in and signed out during the year.
 5. All uniform and equipment purchases must be approved by the equipment manager.
- J. Fund Raiser:
1. Recommends methods of raising money for the BYSA.
 2. Chairs all committees that are involved in fund raising, e.g. scholarship dance, sponsorships, concession stands, raffles, league functions, etc.
 3. Inform the treasurer when to be available when large amounts of money are involved.
 4. Chairs the annual photo session.
- K. Publicity/Public Relations Coordinator:
1. Procures from all coaches, board members, and members of the BYSA any news/photographs that will keep the general membership informed of what is happening in the BYSA and see to it that it gets properly publicized.
 2. Builds and maintains relationships between the BYSA and town agencies and other sports associations.
 3. Researches available Grants and organizes the application process.
- L. Referee Assignor:
1. Receives from the town team and intramural coordinator schedules of games to be played during the season and assigns referees to those games for which he/she is responsible.
 2. Notifies referees of any changes in schedules or game cancellations that he has knowledge of.
 3. Sets up and runs a referee training school. Requirements to be a BYSA referee are as follows:
 - Be an active member of BYSA.

- Hold a grade 11 or higher referee license.
- Have no conflicting interests
- 4. Provides a list of all referees to the registrar to ensure that they are affiliated.
- 5. Must be certified as a Certified UFFF assignor.

M. Coaching Director:

1. Chairs the coaching committee that recommends coaches to the Board. Presents such candidates to the Board for its vote.
2. Will provide to all coaches and coordinators a listing of license courses being offered in the state. If interest warrants, will set up a license course in town.
3. Will maintain a list of all BYSA coaches, verify the licenses they hold, the clinics they have attended, and any complaints filed against them (from a cross reference with the executive secretary's files).
4. Will be responsible for investigating and recommending a course of action on all signed, verified complaints against coaches. Will report these findings to the Board for further discussion.
5. Will recommend to the Board for a vote any replacement coach needed for the travel teams due to unforeseen, sudden openings.
6. Assists instructional and intramural coordinators with their selections of coaches for their programs.
7. Will also be responsible to insure that coaches perform their duties in a reasonable amount of time, e.g. notifying their team, having practices, etc.
8. Verbally notifies coaching applicants of the board's appointments.

N. Tournament Director:

1. Completes and files an application to host a tournament or games with the state office
2. Completes and files a tournament or game hosting agreement with supporting documents and information with the state office.
3. Determines and submits rules for the tournament games with the state office.
4. Sets fees for tournaments.
5. Appoints and oversees committees to handle all aspects of tournaments.
6. Files a post tournament report with the state office.
7. Provides a list of items to be purchased to the equipment director (i.e.: shirts, trophies, etc.)

O. Assistants:

All board members may appoint an assistant, but assistants may participate only as general members at board meetings. However, the board member is responsible for all communications and answering all questions pertaining to the board position. All assistants shall be affiliated with BYSA.

X. Team Requirements:

- A. Number of players:
 - 1. Town Teams:
 - 6v6 format: minimum 8 players, maximum 11 players. BYSA recommends 10 players.
 - 11 v 11 format: minimum 12 players, maximum 18 players. BYSA recommends 16 players to best avoid conflicting with Section VIII, subsection A.
 - 2. Intramural Division:
 - as governed by the BYSA.
 - 3. Instructional Division:
 - as governed by the BYSA minimum of 6 players. If a team cannot field the minimum required, it might borrow players from its opponents.
- B. Tryouts:
 - 1. Town team tryouts will be held at a time and place designated by the Board. No one is guaranteed a spot on any team. It is the responsibility of the coach to choose the best players for the team. "A" team coaches have first picks, then "B", then "C", etc.
 - 2. Tryouts will be conducted in a format as determined by the BYSA board of directors. The formats will be standardized within each age group.
 - Evaluators:
 - Should include coaches from the respective age bracket being evaluated.
 - Should include one independent, (preferably licensed) coach evaluator chosen by the coaching director for each prospective team who presently does not coach those teams or have a child trying out for those teams.
 - BYSA recommends that an impartial helper be assigned to coordinate all of the rankings.
 - Copies of all evaluation sheets will be given to the coaching director.
 - 3. A child who has been selected for a town team must have participated in at least one tryout.
- C. Team Rosters:
 - 1. Town team rosters will be frozen by name and number by the town team coordinator on a date specified by the Board. Any vacancies after that date may be filled by the coach by drawing from a lower town team or an intramural team and per the bylaws of the participating league. If a coach decides to draft from a lower level team, the parents of the child being moved must consent by writing a letter to the board of directors; and the Board must approve the move with a two-thirds vote. Exception to the rule: if both coaches do not agree to the move, the Board may, with a $\frac{3}{4}$ vote, approve the move, with a letter of approval from the parents.

2. Intramural and instructional division rosters will have the ability to add children throughout the whole season. The Board will attempt to assure that no child, properly registered on time, will be denied a chance to participate unless there are conditions beyond the control of the Board, i.e. no team in a particular age level.
4. Older players are not allowed to play in a younger age level (i.e.: an U 12 player cannot play on a U10 team). Players trying out for an older age bracket should also try out for their own age bracket in case they are not selected for the older age bracket teams.
5. Age brackets for registration are set as September 1st through August 31st.
6. No member of any team with the BYSA may be removed from said team once a team roster is submitted to the Board for that season. Exception to the rule is: a team member may be drafted by the next higher level team in accordance with Section C.1. above.
7. Also, the Board may, upon the request of a coach, a parent, or the town team coordinator, remove a player from the roster with a two-thirds affirmative vote of the Board.

D. Scrimmages:

1. Scrimmages can be played by any level at any time provided participating coaches make their own arrangements for officials, field set up, and notification of all parties involved. Coaches must have the approval from the field coordinator for use of any soccer field that the BYSA has permits for or has control over. Permits can only be pulled by the field coordinators.

E. Season Schedules:

1. Town team schedules are to be determined by the participating league.
2. Intramural schedules are to be determined by the intramural coordinator.
3. Instructional division schedules are to be determined by the instructional division coordinator.

F. Cancellations:

1. Town team cancellations are governed by the bylaws of the participating league.
2. Intramural cancellations are determined by the intramural coordinator, or in special circumstances due to inclement weather or bad field conditions, by the referee or the field coordinator.
3. Instructional cancellations are determined by the instructional coordinator, or in special circumstances due to inclement weather or bad field conditions, by the field coordinator.

G. Uniforms and Equipment:

1. Quality, quantity, and all matters relating to uniforms and equipment are to be determined by the Board upon the recommendation of the equipment manager.

H. Registration Fees:

1. Registration fees will be determined by the Board prior to registration.

XI. Insurance:

- A. This is an affiliated Association and liability insurance is included in the affiliation fee.

XII. Purchases:

- A. All purchases over \$50 must be approved by the Treasurer and must be reported by the treasurer at the next Board meeting. Any requests for purchases totaling over \$500.00 must be submitted to the Board with three competitive bids before board approval can be requested.

XIII. Fundraising:

- A. Fundraising may consist of, but is not limited to, team sponsorship, concession stands, league functions, dances, dinners, raffles, candy sales and etc

XIV. Referees:

- A. Town team referees will be governed by the bylaws of the participating league.
- B. The referee assignor will assign intramural referees.
- C. The instructional coordinator will assign instructional referees.

XV. Meetings:

- A. A working meeting will be held the first Monday of each month, and a Board of directors meeting will be held the third Monday of the month. Any actions recommended at the “working meeting” must be affirmed at the next scheduled board meeting. In order to hold a meeting, there must be a quorum of the board of directors. A quorum is when there is greater than 50% of board members present. The Board, with a two-thirds vote, may elect to cancel a meeting. All meetings of the BYSA are open to the general membership. The Board may, with a two-thirds vote, go into executive session. The president has the power to call a board meeting at any reasonable time and place.
- B. General membership meetings may be called by the president or the Board at any time and place. The Board must call at least one meeting per year prior to June 30th for elections of board members.

XVI. Elections:

- A. The BYSA president will appoint an Election Committee. The committee will consist of three board members whose positions are not up for election.
- B. Elections are to be held at the end of each spring soccer season prior to June 30th.
- C. Candidates for office are required to file their candidacy with the chairman of the election committee prior to June 1st. Candidates must be general members.
- D. The Board will establish the date, time and place and will advertise at least 30 days prior to the election.
- E. The election committee will make all board members aware of whom the candidates are for each position at least one week before the election is to be held.
- F. Winners will be determined by the majority vote of the general membership.
- G. Following the election, the board meeting will adjourn, with no further action, and all newly elected members will assume their positions at the next meeting.

XVII. Bylaw Changes and Additions:

- A. Any bylaw changes or additions are accomplished by a two-thirds vote of the Board and a two-thirds vote of the general membership in attendance at the next general meeting. All bylaws take effect immediately upon passage.

XVIII. Protests:

- A. Town team protests must be filed in accordance with the bylaws of the participating league.
- B. Intramural, instructional division and referee protests must be made to the Board in writing with a \$10 protest bond. The letter must be postmarked within 48 hours of the game. The Board will send a letter in response to the protest to the person who is making the protest and to the person the protest is against explaining the Board's decision and what actions will be taken, if any. The \$10 protest bond will be refunded if the Board votes in favor of the protest.

XIX. Post Season Play:

- A. Post season play, whether tournament or scrimmage, must be approved by a two-thirds vote of the Board. The Board must approve any moneys involved or the use of BYSA equipment. Any play without Board approval is not sanctioned by the BYSA.

XX. Financial Hardships:

Any BYSA director may approve the waiver of registration fees due to financial hardship. The director will inform the treasurer, the registrar, and the appropriate division coordinator of the waiver. The treasurer will maintain a record for future reference. Board members will be informed when a waiver is granted at the next

scheduled meeting. Circumstances concerning the waiver may be discussed but the recipients name need not be disclosed.

XXI. Waiver of Board Member Registration Fees:

All registration fees will be waived for BYSA Board of Director members' children while they are board members in good standing. Board members who resign during a season will not be required to reimburse that season's fees.

XXII. Computer Software:

The president of the BYSA will maintain a back-up copy of any and all software belonging to the organization. Board members utilizing BYSA software for record keeping will give the president an updated back-up copy of all records at each meeting of the BYSA board of directors.

XXIII.

Exceptions may be made to any specific bylaw on a per case basis by a two-thirds vote of the Board.