

# **METRO YOUTH FOOTBALL LEAGUE BYLAWS**

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## 2007-2008 BYLAWS

### Article One

This organization shall be known as **THE METRO YOUTH FOOTBALL LEAGUE.**

### Article Two

The purpose of the Metro Youth League, Inc., is to inspire youth to practice the ideals of sportsmanship, scholarship and physical fitness and to provide the opportunity to play the game of football in a supervised, organized, safely oriented manner and to keep the welfare of the participants free of any adult ambition and glory. The goal of the Metro Youth Football League, inc., is a development of the mind and character.

### Article Three

#### Section 1 – Officers

- A. **The President:** Shall preside at all meetings of the organizations (League, Executive Committee and any special meetings). He shall be authorized to appoint any committee necessary to control all league functions. He shall serve as the Ex-Officer member of all committees, the nominating committee and shall perform all duties pertaining to his duties.
- B. **The Vice-President/Secretary:** Shall preside in the absence of the President and shall act as aid to the president. The Vice-President/Secretary shall be responsible for notifying referee association of any referee shortages by 7 p.m. on Monday following the game. The Vice-President/Secretary shall responsible for reporting all scores to the D.O.R.'s (by mail post marked by 12:00 p.m. Monday). Shall keep an accurate record of all meetings. He shall be responsible for informing all D.O.R.'s of all findings and decisions of special meetings of the executive committee.
- C. **The Vice-President/Secretary:** Must file with the Illinois Secretary of State's office each year the Annual report necessary to maintain status of Metro Youth Football League Inc., as a non for profit Corporation, including paying the necessary fee's. At the September meeting, the Vice-President/Secretary will report and furnish the general membership proof that he filed the necessary papers.
- D. **The Treasurer:** Shall have custody of all books pertaining to the business and finances of the League. Shall receive all monies of the league and shall keep accurate record of receipts and expenditures of the league funds. Shall present a written financial statement to each organization at the general meetings.
- E. That any banking or checking account opened with, or using of funds of the Metro Youth Football League, Inc. must be opened and maintained only in the name of Metro Youth Football League, Inc.

- F. That in addition to the treasurer, another officer, either the President or Vice-President/Secretary **must** sign all checks, draft notes, Bills of Exchange or any other instrument issued by the Metro Youth Football League, Inc.
- G. That any bank where a banking or checking account is opened with, or using funds of, the Metro Youth Football League, Inc. said bank must require the names and specimen signatures of the authorized to sign checks, drafts, notes of bills of exchange or any other instrument issued by the Metro Youth Football League, Inc. That whenever new officers are elected the signature cards maintained at said bank must be updated and changed to reflect the new officers. It shall be the responsibility of the Treasurer to insure the signature cards are changed to reflect the names of the new officers. Said change must be done within 30 days following the election or before the next general meeting, whichever occurs first.
- H. That before any bank or checking account can be closed out, or funds transferred to a different bank or financial institution, all three officers must agree to that action and the Treasurer will report to the D.O.R.'s at the first meeting following such action as to the reasons for such actions. Any new bank or financial institution to which Metro Youth Football League, Inc., funds are transferred must have that banking or checking account maintained in accordance with all these bylaws.
- I. The Treasurer must have the checkbook and the latest bank statement or checking statement at each general meeting for examination by the Board of Directors. If the Treasurer fails to bring the checkbook and the latest bank or checking statement to two successive general meetings it shall be the duty of the President or Vice-President/Secretary to go to the bank and obtain a copy of the latest banking or checking statement and report to the general membership on the financial status of the Metro Youth Football League, Inc.
- J. That an audit of the League's finances will be performed every year by D.O.R.'s of either the AFC or the NFC Conference members (listed in alphabetical MASCOT order). The AFC conference members will conduct the audit in the even number of years and the NFC conference members will conduct the audit in odd number of years. The audit will be conducted one (1) hour prior to the general meeting held in January.
- K. **Board of Directors:** Shall consist of (1) member from each organization who are D.O.R.'s. Each member must be from a different organization. Additional board of director members may be added as additional teams are added.

## Section 2 – Elections

- A. Elected positions shall be the office of President, Vice-President/Secretary, and Treasurer.
- B. The term of office for all elected positions shall be for one year, to be served before their successors are elected and installed.
- C. New officers to be elected and installed to office no later than March's meeting of the New Year.

## Section 3 – Election Procedures and Rules

- A. A nominating committee consisting of D.O.R.'s in good standing of the members will be selected from the designated organizational representatives for the purpose of

- presenting a slate of candidate officers for election by its group. The president shall select one of the members as Chairman.
- B.** The nominating committee shall select one candidate for each office to be filled. Their slate will be brought before the membership at the second meeting of the new year with the election to take place at that time.
  - C.** Following the report of the nominating committee, an opportunity shall be given for nominations from the floor.
  - D.** Only those who have consented to serve if elected shall be eligible for nomination either by the nominating committee or from the floor.
  - E.** A majority vote shall be necessary to carry any motion or elect a nominee to office.
  - F.** Only D.O.R.'s (or their representative) who are members of this League in good standing shall be entitled to vote in the election with a maximum of one vote per organization on each selected position.
  - G.** Candidates for Metro League elected official must be an existing Executive Board Officer or existing D.O.R. with 2 years experience and has attended  $\frac{3}{4}$  of meetings and events in the previous year.

## **Article Four**

### **Selection 1 – Officers**

- A.** The Executive Committee shall consist of the President, Vice-President/Secretary, and Treasurer.
- B.** The government of the League shall be under the direct supervision of the Executive Committee.
- C.** The executive Committee shall have the authority to act upon all matters of business, which arise between regular meetings of the League, but only after a quorum (2/3) of the members of the Executive Committee are in attendance.
- D.** The Executive Committee shall decide all matters pertaining to the finances of the League. It shall be permanent policy to place income in a common League Treasury, directing expenditures in a manner so that no individual or team has an advantage over the other.
- E.** A special meeting shall be called by the President or upon verbal or written request from at least two members of the Executive Committee. Written or verbal request must state the purpose of the special meeting. All D.O.R.'s are to be notified and are requested to attend all special meetings.
- F.** The Executive Committee shall select from the membership, a candidate for each vacancy if office that occurs during the current season the candidate is to be voted on by the D.O.R.'s.
- G.** Any member of the Executive Committee missing three (3) regular meetings during their elected term shall have his position reviewed for possible dismissal by the league's member organizations.
- H.** Executive Board members can also act as D.O.R. for their organization at meetings without a vote, but not at weigh-ins or super bowl.

## **Article Five**

### **Designated Organizational Representatives (D.O.R.)**

- A.** The Designated Organizational Representative, hereinafter referred to as D.O.R., shall represent their organization at all meetings and special meetings.
- B.** Each D.O.R. or their representative shall be allowed one vote on each issue brought up at a regular and special meeting of the League.
- C.** The D.O.R. or their representative shall be entitled to vote during the annual election of officers and board of directors.
- D.** It is mandatory for the D.O.R.'s or their representative to attend all regular meetings of the League. Any D.O.R. or representative who does not report within 15 minutes of the scheduled starting time shall be fined \$10.00. Total absence of the meeting will add up to a \$25.00 fine. If the fine is not paid, said organization shall lose their voting privileges until such time the fine is paid. Said organization shall lose their membership if fines are not paid by the following year. When fine is assessed at a league meeting or by verbal notice by executive board member, the fine is due at the next meeting.
- E.** Each D.O.R. or their representative must be present to assist and/or advise at all weigh-ins. They must be present & "SIGN IN" 15 minutes prior to the starting time and for the duration of the Weigh-In, & Super Bowl. Tardiness of an organizational representative will result in a \$25.00 fine and absence a \$100.00 fine.
- F.** It is mandatory for the D.O.R.'s of both competing organizations to notify the league president & all D.O.R.'s in writing at least one week in advance of any changes in location, playing dates, playing times, and/or admission charges due to special events (Homecoming, Benefit Games, etc.)
- G.** The D.O.R. or their representative shall return all player identification cards from the current season. This is to be done at the November meeting of the current year. Teams not complying will be fined \$25.00 per team, except those teams participating in post season play, must turn cards in at the next scheduled meeting.
- H.** When a fine is assessed at a league meeting, the team has until the following league meeting to pay that fine, or voting privileges will be lost until the fine is paid.
- I.** All home D.O.R.'s are responsible to call the day's scores, all coach and player ejection and tardy officials to the President or other source. This is to be decided by the League D.O.R.'s before the season. Scores must be called in by 7:00 p.m. of the game day, or there will be a \$20.00 fine per incident.

## **Article Six**

### **Section 1 – Regular Season**

- A.** Regular meetings of the new year shall be held on the third Monday of every month, January through December.
- B.** Regular Meetings shall be open to all League members and special guests.
- C.** Meetings shall begin at the scheduled time or soon thereafter. A quorum (majority of the organizations represented) is determined by the presiding officer.
- D.** It is mandatory for the D.O.R. or their representative to be in attendance for the purpose of voting at a regular meeting.

### **Section 2 – Additional Requirements at Meetings**

- A.** Roberts Rules of Order govern the proceedings of all meetings except as noted by the League Bylaws.
- B.** The date and/or time of the regular meetings may be changed at any regular or special meeting by a majority of those voting on the question. This authority is limited to the changing of only the next meeting.
- C.** Membership for new organizations into the League shall be determined my March meeting of the current season.
- D.** All games scheduled for the current year are to be determined by the March meeting, UNLESS SUBJECT TO CHANGE.

## **Article Seven**

### **Committees If Needed**

The committee's that are appointed if needed are:

- A.** Nominating Committee
- B.** Audit Committee
- C.** Bylaw Committee
- D.** Trophy Committee
- E.** Schedule/Playoff Committee
- F.** Weigh-In Committee
- G.** Pro-Bowl Committee

## **Article Eight**

### **Membership Organization**

- A.** An annual membership fee is required from all organizations. The amount is to be determined at the November meeting. The fee must be paid by the January meeting of the current year.
- B.** Any organization failing to pay the leagues fee's by the January meeting will be fined a \$10.00 late fee. After Feb. 1<sup>st</sup>, the organizations that have not paid their fee's will be fined an additional \$25.00 and will lose their voting privileges until all fines are paid. Any organization failing to pay their annual fees by the April meeting shall be brought before the Executive Committee and dealt with according to their findings. All D.O.R.'s are to be notified of the Executive Committee's findings within 72 hours.
- C.** All organizations must enter a team in each division (Pee Wee) 100 lbs., (Widget) 120 lbs., (Juniors) 150 lbs., and must play out the season schedule or penalties below will be imposed. If any organization fails to meet the above requirements, the teams entered will be permitted to participate in league play, and the games will count in the league standings. When a team has forfeited twice, playoff competition will not be allowed at any level. The organization shall be placed on probation for two years. If not able to meet the above requirements during probation, the organization shall lose its membership in the league. A fine of \$100.00 shall be imposed for each team not represented. The organization shall lose its voting rights for the balance of the current season and the following season.
- D.** Any team with 12 or less players is allowed to bring up a maximum of 3 players from a lower level with the permission of the parent/guardian, coaches of the two teams involved in the player movement in the organization in which the player is being moved, the D.O.R. of that organization, and the opposing teams D.O.R. Any player brought up cannot enter the game until that team goes under 11 players.
- E.** New organizations that petition for membership in this league shall require a unanimous vote of the non-probationary members.
- F.** New organizations entering this league shall be considered on probation for a maximum period of two years. After one year, a probation period may be waived by a majority vote of the members present and voting.
- G.** No voting privileges for new teams on probation.
- H.** Full membership in the league shall be obtained after the probation period has been served.
- I.** Membership into the league for the current year shall be determined by March meeting.

- J.** Any organization participating in league competition and/or weigh in with an ineligible player (age and/or weight) shall forfeit their complete schedule. The offending head coach shall be expelled from participation in the Metro Youth Football League forever. No high school students and/or player shall participate in league competition.
- K.** The organization shall lose its voting privileges for the current season, the following season, and be placed on probation for four years and be fined \$100.00. For any such future violation, the organization shall lose its membership in the Metro Youth Football League.
- L.** The Executive committee shall recommend to the membership to suspend or expel any member or coach whose conduct is considered unsportsmanlike or detrimental to the interest of the league.
- M.** Any member or coach who has been put out of games twice in one season for unsportsmanlike conduct shall be brought to the Executive Committee and dealt with according to their findings. All D.O.R.'s are to be notified of the Executive Committee's findings within 72 hours.

## **Article Nine**

### **Membership – Players**

**This league shall be open to all players meeting the following rules:**

- A.** Any player meeting the requirements as to the age and the weight shall be eligible providing he is not a member of any other organized football team during the current season.
- B.** Jumping teams – any player registering with an organization must remain a member of that organization to the extent of said organization's participation in the league. Residence, relocation, and/or team jumping is to be ruled on by the Executive Committee. **IF ALL PARTICIPATING D.O.R.'S CANNOT COME TO AN AGREEMENT.**
- C.** **Super Pee Wee:** 85lbs: cannot be the age of 9 before 11/15 of the current year.  
**Pee Wee:** 100 lbs: cannot be 11 before 11/15 of the current year. Certification weigh-in is 100 lbs., or under. Players 90 lbs. and over on the certification weigh-in are required to go to the end-of-season weigh-in.  
**Widget:** 120 lbs: cannot be 13 before 11/15 of the current year. Certification weigh-in is 120 lbs. or under. Players 110 lbs. and over on the certification weigh-in are required to go to the end-of-season weigh-in.  
**Junior:** 150 lbs: cannot be 15 before 11/15 of the current year. Certification weigh-in is 150 lbs. or under. Players 140 lbs. and over on the certification weigh-in are required to go to end-of-season weigh-in.
- D.** Weight increases for all levels will be 5 lbs., which will take place at the weigh-in before the eighth game.
- E.** The above requirements as to age, weight and division shall be mandatory through current season.
- F.** Any player who has been put out of games twice in one season for unsportsmanlike conduct shall be brought before the Executive Committee and the Board of Directors

- to be dealt with according to findings. All ejections of players and coaches must be called in by the home team D.O.R. when he calls the scores in for that game.
- G.** No player can enter the league after the certification weigh-ins.
  - H.** A player that is a first-year Junior who is 30 lbs. under the widget weight of 120 lbs will be allowed to play on the widget level. If they show up to the August meeting weighing no more than 90 lbs. a maximum of two players allowed per organization.

## Article Ten

### Weigh-Ins

- A.** Scheduled certification weigh-ins are to start at least 48 hours prior to the first game.
- B.** At certification weigh-in, identification cards showing recent identical photo within 1 calendar year, birth date, and team jersey number shall be made in duplicate. Player must sign back of one of the player cards prior to weigh-in.
- C.** Once a jersey is issued at certification weigh-in, that number may not be issued to another player without notification to the Executive Board.
- D.** No player is to have more than one jersey number assigned to him. In the event of a torn or destroyed jersey, the league and the teams not yet to be player are to be notified in writing before any games. One copy will remain in the league's official possession; the other to be exchanged with opposing teams at the start of the game.
- E.** At the certification weigh-in, all players must return a player release form and show proof of age and birth certificate. All players must submit their original – city, county or state – birth certificates with notary seal, player waiver form if required, and/or insurance policy with at least 5 years on the policy, along with 2 Xeroxed copies, or a single Metro Youth stamped certification from a previous year. A copy will remain in the leagues official possession.
- F.** Special cases other than birth certification to be ruled by the Executive Committee. Organizations should submit all special cases to the committee at least one week in advance of the certification weigh-in.
- G.** After the first game, but before second game, the roster may be changed to fill roster. All players entering the league after the first certification weigh-in are not eligible to play until they have weighed in and presented proof of age at the second certification weigh-in.
- H.** Weigh-in dates will be at least 48 hours prior to the first and eight games. The eighth game is considered second weigh-in. All players within 10 lbs. of their maximum weight in their division at the certification weigh-in, must re-weigh at the last weigh-in to retain eligibility for the remaining season of play.
- I.** The league will set the date, time, and place of all league-wide weigh-ins, and shall furnish the official scales.
- J.** Organization are required to have all forms ready at assigned times with Metro League format.
  - 1. Player release completed and signed;**
  - 2. Proper proof of cards completed with glued only pictures attached and one card signed;**
  - 3. Proper proof of age;**
  - 4. Team rosters in numerical order.**

When presenting your team to the officials, have all forms readily available (Birth Certificate out of envelope)

- K.** Players should arrive for weigh-in in street clothes, not football equipment. Football shoes will not be allowed on the floors of the building, which have been made available to us. A \$25.00 fine for the violation.
- L.** Any team or player not ready to weigh-in at their assigned time will be required to wait until the end of the night after all other teams are processed. Players weighing in late will be fined \$5.00 not to exceed \$40.00 per team.
- M.** Players must have game jersey with assigned number at the time of the weigh-in. Players not wearing jerseys will be fined \$5.00, not to exceed \$50.00 per team.
- N.** Players will be weighed on the scheduled day for their organization only.
- O.** All players to be weighed in will be allowed only one time on the official scale. Once a player has stepped on the scale, ha cannot step back on. Coaches are advised to have players properly stripped down before reaching the scale.
- P.** Players not making certification weight may return for add-on certification weigh-in.

### **Article Eleven**

- A.** A copy of these bylaws shall be sent to the referee in chief. A list of the league's exceptions to high school rules will be presented to, and signed by, the referee in chief. Copies of this signed list are to be given to, and carried by, all head coaches to all games, and given to the referee prior to the day's first game.
- B.** New Illinois High School rule books to be given out every even year to all D.O.R.'s. This is to be done at the expense of the league.
- C.** Games to be played on Sundays. Schedules to be determined by April 1<sup>st</sup> of the current year with the exceptions in Article Eleven. Any change in a scheduled game must be submitted to all D.O.R.'s at least one week before the game.
- D.** It is mandatory that fields must be marked with a chain of rope at least 10 feet back from the sidelines from goal to goal as conditions permit. It is mandatory that fields be marked at 10 yard intervals with sideline markers running from goal post end line to goal post end line on both sides of the playing fields. Markers must designate end lines, goal lines, and yard lines. Goal posts are mandatory (organizations not complying will be subject to \$25.00 fine for each incident).
- E.** Player I.D. cards to be exchanged with opposing teams prior to kickoff and returned at the end of the game. Failure to exchange cards prior to the kickoff and returned at the conclusion of the game will cause a forfeiture of the game that day, for that level of the offending team.
- F.** Water is not to be carried in glass containers. First down markers and chains must have all tips blunted. Sideline markers must be rubber or plastic type only, not wood, and metal, etc. Down markers must be of an official type, wood box is not allowed.
- G.** No coach or team official shall be allowed past the 25 yard line. In the case of working as an official in the game, there will be no coaching from outside these lines. There shall be no use of headphones, two-way radios or cell phones by any team for coaching purposes. Use of any of these devices is cause for forfeiture.
- H.** Start time for Pee Wee games is 12 noon. The Widget game is to start 10 minutes after the completion of the Pee Wee game. The Junior game is to start 10 minutes after the completion of the widget game. There must be two league referees for Super Pee Wee games.
- I.** Length of quarters to be as follows:

Pee Wee----10 minutes with 10 minutes between halves.

Widget-----10 minutes with 10 minutes between halves.

Junior-----10 minutes with 10 minutes between halves.

- J.** Wilson F0603 K2 to be used in all Pee Wee games. Wilson F0602TDJ to be used in all Widget games. Wilson F0601 TDY to be used in all Junior games. Home team to supply new game ball. Two new game balls to be supplied by Metro League for each division of the Super Bowl.
- K.** High school rules shall prevail except as noted in our bylaws.
- L.** Players must be fully equipped to participate in any league games as per High School rules.
- M.** All players must be covered by insurance to participate in any games or practice.
- N.** Moth pieces are compulsory.
- O.** Posted/screw in cleats are not allowed in league play. **MOLDED CLEATS ONLY ALLOWED!**
- P.** Starting time, for all games after Daylight Saving Time ends, begins at 11 a.m., including the last regular games, playoff games, and the Super Bowl.
- Q.** Extra Points:  
Pee Wee and Widgets only: If extra point by kick is declared, the ball will be spotted three(3) yards from the goal post end line. Once a team has committed to kick an extra point from that position, the team must kick regardless of ensuing penalties. If successful, two (2) points will be awarded. If a run or a pass is declared, ball will be spotted three (3) yards from the goal line as per High School rules. If successful, one (1) point will be awarded.
- R.** Extra Points Juniors only-High School rules shall prevail with exception that two (2) points will be awarded for kick, one (1) point for a pass or run.
- S.** If any team is behind 24 points or more after scoring, they will be receiving team on the ensuing kickoff.
- T.** If any team is ahead by 24 points or more, their coaches must play other personnel during the game. It is mandatory that each organization abide by this rule, failure to abide by this rule may lead to disciplinary action by the Executive Committee, which may require head coach and D.O.R.'s to attend a special meeting.
- U.** All grievances to be delivered to the President within 48 hours after the game- in duplicate.
  - 1. Any grievance which seeks to overturn an on field decision must be supported by clear and concrete evidence such as video tape, photographs, audio tape, written documents which are which are not self generated and self serving, or independent testimony from a party who does not have interest in or will benefit from said grievance being resolved in favor of his or her organization. This list of what constitutes clear and convincing evidence is not comprehensive.
  - 2. Evidence is clear and convincing if it establishes there is a reasonable basis for the grievance.
  - 3. All grievances delivered to the President must state the nature of the clear and convincing evidence they are relying on as said basis to support their grievance.
  - 4. The Executive Board may only consider those grievances, which are supported by clear and convincing evidence.
  - 5. Any organization which files a grievance without clear and convincing evidence will have their grievance automatically denied and will be assessed a hundred (\$100) dollar fine for filing a frivolous grievance.

- V. Concession stands to be operated by the home team. Except by mutual agreement, visiting team can also have a concession stand. A hundred (\$100.00) fine for an illegal stand will be assessed the offending organization.
- W. Cancellation of the game: Game to be replayed once it is cancelled by the referee. If a game is started, and an act of God occurs, if the losing team forfeits the leading team will be declared the winner.
- X. A “no chop block” or blocking below the thigh board will be enforced. Intentional violation of this rule will result in a 15 yard penalty.

## **Article Twelve**

### **Amendments and Revisions of the Bylaws**

- A. These bylaws may be amended at any regular meeting of D.O.R.’s by a 2/3 vote of the members present and voting, provided notice of such amendments shall have been mailed to each D.O.R. of the league over the signature of the Secretary at least 5 days prior to the meeting in which such proposed amendments shall be submitted for vote.
- B. A committee may be appointed by the Executive Board to submit a revised set of bylaws at a regular meeting of the D.O.R.’s whereby adoption of such shall require a majority vote.
- C. These approved bylaws are to remain unchanged through 2007-2008 seasons, except for schedule and division changes.
- D. Drawing for conferences and divisions are as required.

## **Article Thirteen**

### **League Property**

The physical properties of the league shall be used exclusively for league activities. If additional expenses occur over the existing Treasurer’s balance at the conclusion of the season, an equal share by each organization will be assessed at that time.

## **Article Fourteen**

### **Playoffs**

The Metro Youth Football League playoffs shall be based on membership prior to scheduling.

## **Article Fifteen**

### **Super Bowl**

- A.** In each division, Pee Wee, Widget and Junior, the teams that will play in the Super Bowl will be the winners from the second week of playoffs.
- B.** Super Bowl site will be voted on by the D.O.R.'s no later than October meeting. Super Bowl site must have lights, must have signed contract, and must be a neutral field when possible or the best field available when no neutral site is available.
- C.** Super Bowl will be run by all D.O.R.'s and the three members of the Executive Board.
- D.** Concessions will be run by the hosting organization.
- E.** Super Bowl football programs will be provided by the Metro Youth Football League, Inc.
- F.** Metro League will pay for 25 trophies per team, per division, including the division winners, Super Bowl winner, and the Super Bowl runner up. Additional trophies paid for by each organization.

### **Pro Bowl**

The Pro Bowl game shall consist of 4 players from each organization. The participants must be from each organization. The participants must be current year eighth graders only. Pro Bowl candidates who are "no shows" will be assessed a \$100.00 fine to the organization plus the cost of the jersey.

## **Article Sixteen**

### **Disciplinary Reference List**

- A.** The Executive Committee shall keep a Disciplinary Reference List, which is to be reviewed by D.O.R.'s by the March regular meeting.

Information to be contained:

1. Name of individual/Organization
2. Reason for action
3. Action taken
4. Date of action