

**ROCKINGHAM**

**COUNTY**

**YOUTH**

**FOOTBALL**

**LEAGUE**

**[ RCYFL ]**

(Revised Spring 07)

**RCYFL Bylaws**

**Objective:**

The Rockingham County Youth Football League desires to provide an opportunity for youngsters to experience the benefits of playing football. We hope to provide an environment whereby participants learn not just fundamentals conducive to winning football games, but also acquire character traits and life skills which may be useful in certain situations in life.

**Organization:**

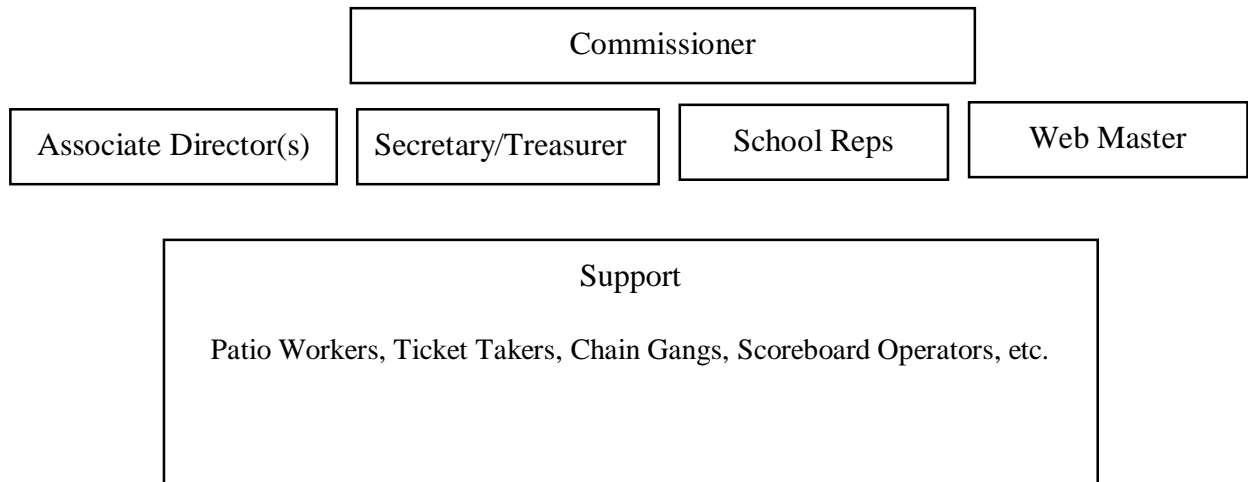
The organizational structure of the RCYFL shall be as follows;

*Commissioner-* Rockingham County High School Head Football Coach

*Internal Committee-* Associate Directors, Secretary Treasurer, School Representatives, Web Master

*Support-* Those that volunteer and/or are employed by the league to perform daily or weekly duties.

See Chart Below



**Commissioner**

The RCYFL Commissioner shall at present be the head football coach at Rockingham County High School until that position changes in which case a decision to continue in the role of commissioner would have to be made by the new incoming coach. The duties of the commissioner are as follows:

1. Maintain the organizational integrity of the RCYFL.
2. Work closely with the Secretary/Treasurer on matters regarding the financial health of the organization.
3. Oversee the establishment and enforcement of rules governing play.
4. Develop the playing schedules for the RCYFL leagues.
5. See to the "booking" of all officials.
6. Appoint a Flag Football League Director & Cheerleading Advisor for the RCYFL and support those persons if necessary.
7. Be responsible for initial communication within the league.
8. Appoint, with the help of committee members, school representatives for each team.
9. Plan and set the dates and times for all RCYFL committee meetings.
10. Act in accordance with common sense principles on any and all matters pertaining to the everyday operation of the RCYFL.
11. Certify all coaches or insure that all coaches are certified

#### **Associate Director(s)**

The associate league director(s) shall be appointed positions. Appointment shall be granted by a committee of people representing the schools in the Rockingham County High School attendance zone. The period of the league director's position shall be one calendar year to run from January 1st to December 31<sup>st</sup>. The duties of the associate league director(s) are as follows:

1. Maintain the organizational integrity of the RCYFL.
2. Work closely with the Commissioner on matters regarding the day to day operations of the organization.
3. Be on site each game day to handle the regular operations of the league

#### **Secretary/Treasurer**

The position of Secretary/Treasurer is an elected position. The position shall be obtained

through a majority vote of a committee comprised of school representatives of the RCYFL. The position of secretary/treasurer shall run for a period of one year as that of the league director. The duties of the secretary/treasurer position are as follows;

1. Attend all committee meetings of the RCYFL.
2. Be responsible for accurate financial records for the league.
3. Supply a monthly financial statement for league officials and a quarterly statement for public record.
4. Oversee the organization's status as a tax exempt institution.
5. Pay the bills accrued by the league with money appropriated by the league.
6. Work with the commissioner on matters regarding the finances of the RCYFL.
7. Approve any fund raising efforts by the organization.
8. Work with insurance companies to prevent lapses in coverage for insurance policies necessary for league operations.

### **School Representatives**

*Individuals serving in the capacity of school representatives(SR) cannot serve as coaches of teams in the RCYFL. SR's may be appointed by the commissioner provided there is*

no opposition to the appointment. Anyone opposing an appointment will have until July 1<sup>st</sup> of the current year to voice concern. In the event that an appointment is challenged, the internal committee will review the complaint and make a decision that serves in the best interest of the league. This must take place before August 1<sup>st</sup> of the year in question. SR positions, like other positions, will run one calendar year. The duties of the SR is as follows:

1. Act as the liaison between the league director and the school/teams the SR represents.
2. Develop a working relationship with the principal of the school in which he/she represents.
3. Assume the responsibility of planning a banquet for the teams representing his/her school. This should include but not necessarily be limited to:
  - a. Securing a banquet site
  - b. Informing the league director at least 2 weeks in advance as to the number of awards needed for players.
  - c. Communicating banquet times/dates to all parents
4. Solicit support of all types for the league and it's teams through positive contact with the community.(Work with the secretary/treasurer on projects that may provide monetary support.)
5. Assist in the placement of coaches for the various teams he/she represents. Commissioner has final approval.
6. Work with the commissioner to insure that all RCYFL rules and regulations are being followed by the teams at the schools in which he/she represents.
7. Report **any** violations of rules to the league director.
8. Attend all monthly meetings of the RCYFL internal committee.
9. Effective in 2007 the SR will handle all registration for his school.