

## Youth (Sports Specific) Association "Coaches Association"

### Goal of Association

To work as an extension of the Anne Arundel County Recreation and Parks Department and their staff to improve the quality of Youth Sports in our County.

The Association will operate under the auspices of the Anne Arundel County Department of Recreation and Parks and will be required to following the Departments Guidelines and Procedures as well as all rules and regulations.

### ORGANIZATIONAL STRUCTURE - BOARD OF DIRECTORS

The responsibility of the Board of Directors is to work with the Department of Recreation & Parks, represent the commissioners and coaches of the specific sport.

The Board of Directors will consist of no less than Six (6) members as follows:

- **Association President** – This position will be appointed by the Department of Recreation & Parks from pool of available Sport Commissioners
- Five (5) additional Board members which will be elected/voted on by the Sports Commissioners.
  - One (1) of the five positions can be an At-Large position (not a commissioner within an organization or part of an organization).
  - This At-Large member does have voting rights
- If less than five individuals are elected/voted to be on the Board of Directors, the Department will then appoint the remaining members.
- Terms are renewed annually and must be done so no less than two months following the last regular season game.
- Board Members may not serve more than two consecutive years in the same position (exceptions may be granted with approval from The Department).
- Participating organizations can only be represented by ONE (1) person on the board. i.e., organizations will only have one (1) vote.
- All Board members must be in good standing with the Department (i.e. - no sanctions greater than one year) and have passed the Departments Background Check.

### **Criteria for Member of the Coaches Association**

To be recognized as a member of a Coach's Association, a volunteer must meet the following criteria:

- Must be a member of an Accredited Organization;
- Organization must have teams participating in Recreation & Parks leagues;
- Individual must be a current commissioner;
- Individual must meet all Recreation & Parks requirement to coach;
- Out of County Organizations will have the opportunity to be vetted by the Coaches Association and become active members of the Association?

### **Criteria for Board Member**

- Must be a member of an Accredited Organization;
- Organization must have teams participating in Recreation & Parks leagues;
- Individual must be a current commissioner of the specified sport (unless vying for At-Large position);
- Individual must meet all Recreation & Parks requirement to coach;
- Committed to sharing your time and talents to help make the sport great.

### **FINANCIAL RESPONSIBILITIES**

If this Association decides to bring in and distribute funds, they will be subject to a financial review by the Department and must be a documented 501C-3 organization.

### **ASSOCIATION RESPONSIBILITIES**

- Prior to the individual Organizations casting their votes on the Board of Directors, all participating Recreation Organizations from the previous season must be notified of the meeting/vote, and have two-thirds of the organizations present for the vote.
- Prior to the Board of Directors taking an official vote, all Board of Directors must be notified of the meeting/vote and have a minimum of two-thirds present. A majority vote of those present is required.
- Association and Board should keep minutes from all Meetings. These minutes should be submitted within five (5) business days of any meeting to the assigned Recreation & Parks staff.

- The Board of Directors will act as a liaison from the Sports Commissioners to the County Recreation and Parks Department.
- Work with the appropriate Supervisor(s)/Staff to assist the Department in the overall operation of the sport.
- In conjunction with Department, establish League Rules, which will be known as "White Sheet Rules".
- Recommend to the appropriate Sports Supervisor the breakdown of League divisions according to Age/Caliber of Play. Department will work with Board of Directors to create all League Schedules.
- Assist Departmental Staff with Site/Program Visitations (monitor games).

### **I. League Rules.**

All league play will follow the policies/procedures of the Anne Arundel County Recreation and Parks Guidelines and Reference Manual.

Additional league rules known as the "White Sheet Rules", will be shared with Board of Directors.

All "White Sheet Rules" must be finalized five weeks prior to the start of the regular season. Rule changes on Age/Weight must be finalized six months prior to the start of the regular season.

### **II. Disciplinary Action**

All disciplinary actions taken against Organizations, Teams, Coaches, Players, etc., will be done by the Recreation and Parks Department. All disciplinary reports from Officials Organizations, Board of Directors and/or staff, will be reported to the appropriate Sports Supervisor. The Department will convene an Appeals Board at the request of any individual disciplined in excess of two games. All information and guidelines for these procedures are outlined in the Guidelines and Reference Manual. All appropriate parties will be notified with the decision of the Appeals Board.

### **III. Outside Events (i.e. Clinics, End of Season Leagues, All-star Games, etc.)**

Recreation and Parks staff will work with the Association to assist with requested events. These activities must receive approval from the Department. The Department will encourage these events not to interfere with other

Departmental programs and will review field/gym request considering financial restraints.