



BYLAWS OF THE BOARD OF DIRECTORS OF
EAST LYME YOUTH BASKETBALL LEAGUE

Revised 9/4/2024

THE BYLAWS OF EAST LYME YOUTH BASKETBALL LEAGUE, INCORPORATED
APPROVED AND ADOPTED OCTOBER 28, 1993
AMENDED AND APPROVED AUGUST 11, 1998
AMENDED AND APPROVED OCTOBER 22, 2024

I. **ORGANIZATION**

A. The organization shall be known as the EAST LYME YOUTH BASKETBALL LEAGUE, INCORPORATED. The organization shall be non-profit.

II. **PURPOSE & ELIGIBILITY**

A. The leagues are organized to promote, develop, supervise and voluntarily assist the interests of East Lyme and Salem youth who will participate in the East Lyme Youth Basketball League.

B. The Leagues shall be open to all East Lyme and Salem youth. The number and makeup of the league shall be determined by the Board of Directors based upon availability of resources.

C. League age shall be determined by his/her grade level as of September 1st, in the current year.

III. **BOARD OF DIRECTORS**

A. The East Lyme Youth Basketball League shall be governed by a Board of Directors, comprised of duly elected League Officers, the Past President, all head coaches and a representative of the East Lyme Parks and Recreation Commission.

B. The Board of Directors shall elect from its membership and by majority vote all team head coaches and league officers.

C. The Executive Board shall be comprised of the President, Vice President, Treasurer, Secretary, Travel Coordinator/ Commissioner, Recreation Coordinator/ Commissioner, Salem Director of Operations.

D. The Board of Directors shall have the authority to suspend any person affiliated with the league whose conduct is considered detrimental to the best interest of the league. Suspension shall be by two-thirds vote of the Board of Directors, providing at least 50 percent of the Executive Board membership is present. The Vote shall be by secret ballot.

E. Any member of the Board of Directors who shall miss two (2) consecutive regular meetings without just cause may be placed on an inactive list by the Executive Board and shall have no vote unless reinstated to active status. An inactive member may be reinstated by a majority vote of the Board of Directors members present at any regular meeting. However, he shall not be eligible to vote until the next regular meeting of the Board of Directors.

IV. **OFFICERS**

A. The elected Officers of the league shall be: President, Vice President, Treasurer, Secretary, Travel Coordinator/ Commissioner, Recreation Coordinator/ Commissioner, Salem Director of Operations.

B. **The President** shall conduct meetings, appoint all committees and other officers as herein provided and shall perform all other duties as directed. In addition, the President shall arrange for and schedule practice gyms on an equitable basis and reschedule all postponed or suspended games when the scheduler is not available to fulfill duties. The President shall assume responsibility for the overall operations of the league. The President will have access and manage email associated with the league.

- C. **The Vice President** shall act for the President in his absence and shall perform any other duties as directed. The Vice-President will take on the role of webmaster if vacant, as well as social media liaison with high school students. In the event the Webmaster is unavailable, the Vice President will take on the roles and responsibilities of the Webmaster.
- D. **The Secretary** shall keep minutes of all meetings, handle all outgoing correspondence, assist with email correspondence and shall perform any after duties as directed.
- E. **The Treasurer** shall perform all financial duties, keep accounts of the league, present monthly statements of the league finances in duplicate, and prepare and submit an annual report to the Board of Directors at the last regularly scheduled meeting. The Treasurer shall oversee all league purchases. The treasurer shall function as the insurance agent and shall perform any other duties as directed.
- F. **The Director of Basketball Operations** will fall under the Board of Directors but is a voting position. The Director of Basketball Operations is in charge of overseeing coaches, creating/updating coaches' manuals, helping distinguish rules and regulations for coaches, providing coaches with training and instruction, and set-up/run clinics for coaches.
- G. **The Travel Commissioner/Coordinator** will work with CT Basketball Conference to assist the President with registration, tryouts and submission of rosters to tournament officials. Will be the liaison with the President of the CT Basketball Conference to deal with issues, problems and questions regarding schedules and games. The Travel Commissioner/Coordinator shall be responsible for obtaining and scheduling all officials. The Travel Commissioner/Coordinator shall function as the insurance agent and shall perform any other duties as directed. The Travel Commissioner/Coordinator will work with the Director of Basketball Operations to help coordinate Board 8 Referees. The Travel Commissioner/Coordinator in conjunction with the President shall maintain a complete file of all league players and all players eligible for league teams. All player and personnel changes shall be handled through The Travel Commissioner/Coordinator and President.
- H. **The Recreational Commissioner/ Coordinator** shall be responsible for coordinating with the scheduler to accommodate all schedules for their respective leagues. The Recreational Commissioner/Coordinator shall work in conjunction with the President to aid in posting weekly league standings during the season. The Recreational Commissioner/Coordinator shall assume responsibility for the general operation of their respective leagues and shall perform any other duties as directed. The Recreational Commissioner/Coordinator will be the first person of contact if questions arise after initial contact with coaches is made, then will reach out to the President or Vice-President if issues or questions are not resolved.
- I. **School Liaison** shall be responsible for arranging and overseeing high school coaches and games, managing the scheduling of youth nights at the Varsity games, coordinate sending pictures and scores to the schools so they can be

announced throughout the season on their school news, work with the AD at ELMS and ELHS about building the program as the feeder to the high school.

- J. **Director of Salem Operations-** shall be responsible for arranging schedules for respective leagues. The Director of Salem Operations shall work in conjunction with the President communicating to Salem about gym availability, equipment needs/use/storage, and custodial needs. Will also be responsible for arising issues regarding Salem's expectations.
- K. **The Referee Coordinator-** will have a voting position with the current person in office. At the end of the referee coordinator's position/term, it will no longer be a voting position. The Referee Coordinator will work with the scheduler for referee requests once the game schedules and gym venues are set.

V. **BOARD OF DIRECTORS**

- A. **Director of Basketball Operations** falls under the Board of Directors but is a voting position. The Director of Basketball Operations is in charge of overseeing coaches, creating/updating coaches' manuals, helping distinguish rules and regulations for coaches, providing coaches with training and instruction, and set-up/run clinics for coaches.
- B. **The Scheduler** will work with the President to reserve gyms for both East Lyme and Salem. The Scheduler will create practice schedules for both travel teams and recreation teams, as well as creating game schedules for Recreational League and track scoring if app is not available to determine play off seeds. The Scheduler will help coordinate suitable competition for teams that do not have enough games and competition within East Lyme and outside the town of East Lyme. If issues/problems occur, the scheduler will follow the proper chain of command to resolve (coach, commissioner, Vice-President and President. In the event no scheduler is appointed, the President will take on the duties/ roles/ responsibilities.
- C. **The Referee Coordinator** will train low-level officials who wish to referee for 3rd/4th grade and 5th/6th grade divisions. The Referee Coordinator will provide training sessions for referees to learn the rules/regulations to referee appropriate divisions. The Referee Coordinator will coordinate and send out the weekly schedule of referees for divisional games. The Referee Coordinator will keep record of payment for referees and work with the Treasurer for pay-out amounts.
- D. **The Webmaster** will assist the President and Vice-President on keeping the website up to date with schedules, rules, regulation links, and social-media posts. In the event the Webmaster is unavailable, the Vice President will take on the role.
- E. **Equipment Manager/Uniform Manager** will purchase rec and travel equipment, supplies, and uniforms as needed. Equipment manager will work with Board Members to ensure the cost and quality of equipment, supplies and uniforms are considered. Purchases over \$1,000 should be brought to the Board for approval. Equipment Manager will take inventory and manage the distribution and retrieval of basketball supplies and needs for each gymnasium and teams. Equipment

Manager will work with various Board Members to ensure all gym locations have scorebooks, score-clocks and pencils on a weekly basis.

1. **Basketball Sizes**
 - a) **Travel Girls** (4th-8th grades all use 28.5 size basketballs)
 - b) **Travel Boys** (4th-5th grades use 28.5 size basketballs)
 - c) **Recreation Girls**
 - (K-4th grades use 27.5 size basketballs)
 - (5th-High School use 28.5 size basketballs)
 - d) **Recreation Boys**
 - (K-4th grades use 27.5 size basketballs)
 - (5th-6th grades use 28.5 size basketballs)
 - (7th-High School use 29.5 size basketballs)
2. **Travel**
 - a) 2 basketballs for each team, medicine kit, dry erase board/markers, pencils, scorebook, blocking pad
 - b) Take inventory of needs for travel teams' uniforms and place order with local distributor by November 1st
3. **Recreation**
 - a) 27.5 size basketballs, 28.5 size basketballs and 29.5 size basketballs for each gym location, medicine bin (ice packs, Band-Aids, gauze pads, etc.), cones, reversible pinnies, scorebooks, score-clocks

VI. **COMMITTEES**

A. There shall be four (4) standing committees:

1. **The Coaches' Committee**, consisting of a chairman and two officers or Board of Directors' members. The names of all persons nominated for board membership shall be referred to this committee, who shall return a favorable report at the next meeting following the referral. Ensuring background checks are maintained, CPR & First Aid trained, Concussion (heads-up). Other duties or roles would be to arrange the first coaches' meeting with all coaches (head and assistant) and provide training with the help of the Director of Basketball Operations Officer.
2. **The Bylaw Committee**, consisting of at least a chairman and two officers or Board of Directors' members, shall meet at least once annually and update the bylaws. This committee or any Board member may propose revisions and additions of amendments to the bylaws. To become effective, all proposed revisions and amendments must be first submitted to the bylaw committee who shall then recommend approval/rejection to the Board members attending a duly called meeting. This committee shall be the final authority for interpretation of the bylaws.
3. **The Auditing Committee**, consisting of a chairman and two officers or Board of Directors' members, shall inspect the Treasurer's books annually. In the event the incumbent Treasurer leaves office prior to the Treasurer's term ending, the Treasurer's books shall be audited by the committee before the Treasurer's replacement takes office.
4. **The Event/Fundraiser Committee**, consisting of a chairman and two officers or Board of Directors' members shall organize events authorized

by the Board to include 3-V-3, Championship Saturday, Foul Shooting Contest, Coaches' Clinics, or other various events

VII. **MEETINGS**

- A. There shall be a regular meeting of the Board of Directors and officer's minimum of 6 times a year (Recommended months to meet are: August, September, October, November, January, February, March and April), at a time and place designated by the Executive Board
- B. Any interested person may attend any regular meeting, but shall have no voice in the meeting except by invitation of the President
- C. The Order of Business shall be:
 - 1. Call to order, by the presiding Officer
 - 2. Roll call, by the Secretary
 - 3. Reading of the minutes of the previous meeting, by the Secretary
 - 4. Treasurer's report
 - 5. Reports of Committees
 - 6. Unfinished business
 - 7. New business
 - 8. Adjournment
- D. Meetings shall be conducted in accordance with Robert's Rules of Order, except as amended by these bylaws

VIII. **SPORTSMANSHIP AND PLAYER CONDUCT**

- A. Coaches will be responsible for the conduct of his/her team, parents of players occurring before, during and after his/her scheduled games or practices. If it is not your team's time for practice or game, it is the coaches' responsibility to ensure that their players are abiding by the common courtesy code of conduct.
- B. Any coach who receives a technical foul during the game shall sit for the remainder of the game. Any player who receives a technical foul during the game must sit for the minimum of '1 tick' of the clock before re-entry of the game. Any coach or player who receives two disciplinary technical fouls will be automatically suspended for the remainder of the game, plus the entire next game. A flagrant foul as defined by the referee (CIAC rules/regulations or CT Basketball Conference Rules/regulations) will be enforced. Any travel or recreation coach that receives a technical foul must inform the 'Coordinator/Commissioner' of the incident within 24 hours of the occurrence. Any incident not reported within the designated time will be suspended for a period of time determined by the Executive Board.
- C. The President and respective league Commissioners shall have the power to resolve any problems dealing with sportsmanship and player conduct. The decision shall be binding on all parties.

IX. **AMENDMENTS/DISBANDMENT**

- A. Publicized meeting. No amendment or revision can be voted on by the Board until at least one (1) month after its first reading at a regular Board meeting. Unless otherwise noted, no bylaw may be waived without unanimous Board approval at a regular meeting.

- B. In the event the East Lyme Youth Basketball League, Inc. disbands, assets shall be handled in accordance with the Articles of Incorporation and will be allocated for the High School Scholarship Association until all money is exhausted.

X. **LEAGUE OPERATION**

A. Head Coaches

1. Each team shall have a head coach elected by the Board of Directors. Head Coaches shall be elected at a scheduled meeting and the vote shall be by secret ballot. The President shall be empowered to fill vacancies.
2. The head coach shall have the right to make staff changes to his team including appointment and removal of their own assistant coaches. Assistant Coaches are subject to the same training and requirements of the head coach, to include, but not limited to, a background check.
3. Can be removed by any member of the executive board for behavior unbecoming of a youth coach.
4. Assistant coaches are selected by the head coach but must be initially approved by the Executive Board. This shall be accomplished by the head coach submitting the candidates' qualifications to the Executive Board in writing and the Executive Board casting a vote after conducting a thorough review of the potential coach's qualifications and character
5. Head coaches will be responsible for selecting their assistants as well as volunteers to handle the scorebook and clock. Assistant coaches should abide by the same conduct standards expected of head coaches.
6. If an issue arises and is not the head coach that is in conflict, then all issues should follow this procedure:
 - a) Head coach
 - b) Rec or Travel Coordinator
 - c) Director of Basketball Operations
 - d) If need be, then Vice-President & President

B. Compulsory Playing Time

1. Every player in a uniform shall participate in each game in which a running score determines a winner and loser for a minimum of twelve minutes, with play in every quarter. Failure of coaches to play all players in uniform the required time will result in automatic forfeiture. Athletes participating in the travel league are not subject to minimum playing time.

C. Hoops/Basketballs

1. All games must be played on regulation type courts, regulation basketballs must be used, baskets must be 10' high, foul lines must be 1' from the backboard, etc.
2. REC teams 3rd/4th grade girls' and boys' divisions will start with hoops at 8 feet.
3. On January 1st, hoops for 3rd/4th grade divisions for both boys and girls will be raised to 9 feet for the remainder of the season.
4. Basketball Sizes
 - a) **Travel Girls** (4th-8th grades all use 28.5 size basketballs)

b) **Travel Boys** (4th-5th grades use 28.5 size basketballs)

c) **Recreation Girls**

(K-4th grades use 27.5 size basketballs)

(5th-High School use 28.5 size basketballs)

d) **Recreation Boys**

(K-4th grades use 27.5 size basketballs)

(5th-6th grades use 28.5 size basketballs)

(7th-High School use 29.5 size basketballs)

A. Game Regulations

1. Games shall be played in accordance with the most current high school rules and CT Basketball Conference rules and regulations guide sheet.
2. There shall be one minute between quarters and five minutes between halves.
3. Overtime periods shall be two minutes.
4. Games will be composed of four, eight-minute quarters for Divisions 5/6, 7/8, High School. Division for 3rd and 4th grad will be running time until last two minutes of each half. Clocks will stop for time-outs, free-throws, injuries and all whistles in the last two minutes of each half.
5. Each player is allowed five (5) fouls.
6. During any game, only the head coach and one assistant coach are allowed on the bench with the players. For travel- each team can have two assistant coaches.
7. Game scores are not contestable after leaving the gym.
8. Hoop heights for Rec $\frac{3}{4}$ Division will remain at 8 feet for the duration of the season.
9. It is up to the discretion of the coaches and referees to shorten quarters, time outs and clock stoppages IF schedules are running behind.

B. Referees

1. Payment for Board Eight Officials to be paid monthly.

C. Rosters

1. Team rosters shall consist of a maximum of ten (10) players per team in all leagues where a minimum playing time rule exists.
2. Travel teams- 4th and 5th grades should roster a minimum of 9 players per team.
3. All players are required to play with their age division. **See section XIV** under travel section for travel questions or concerns.
4. If a player joins the league after registration cut off and miss tryouts, they will go to the next available rec team per the draft order.

D. Playing Time

1. Travel players waive their right to minimum required play time. Rec. players shall participate in each game in which a running score determines a winner and loser for a minimum of twelve minutes, with play in every quarter. Failure of coaches to play all players in uniform the required

time will result in automatic forfeiture. Athletes participating in the travel league are not subject to minimum playing time.

2. At the discretion of the coaches, players might not play the minimum number of minutes due to various circumstances such as missed practices and disciplinary reasons.

XI. **SCHEDULES/PLAYOFFS**

- A. Upon the conclusion of the regular season, there shall be a post-season playoff tournament for each rec division from the league. All teams shall participate in the post-season playoff tournament.

XII. **TROPHIES AND AWARDS**

- A. The Trophy committee will determine appropriate trophies and awards for league participants.
- B. Sportsmanship Awards will be awarded to all Rec and Travel teams
 1. 1 player per team or division (depending on the number of participants)
 2. All awards will be announced at Championship Saturday, with the exception of K, 1, and 2 who will be announced at their last regular season session/practice.

XIII. **PLAYER SELECTION SYSTEM**

- A. Registration and Tryouts
 1. Each candidate must register online before tryouts begin. All eligible candidates will have an opportunity to be evaluated for their grade level teams in the Rec divisions, Instructional league will remain grade based, only separating into smaller groups if numbers demand it. At each evaluation session, the head coach/coaches will be assisted by at least one travel coach or board member to offer an additional objective opinion. This board member/travel coach will conduct their own eval and facilitate the draft after each division.
 2. Once evaluations have finished, players will be notified via email or website with their respective teams/coaches. If evaluations are not able to be conducted, players will be rostered on a team using an alternate evaluation system, such as previous years' coaches' evaluations.
 3. Any candidate failing to attend the evaluation must present an excuse acceptable to all or lose status as a candidate for the present season.
- B. Player Draft
 1. Before the player draft begins the President or Director of Basketball Operations shall determine what round coaches' children will be picked in.
 2. Order of Draft will be determined randomly.
 3. Each head coach shall then proceed to pick in order of his draft number from the player list. Coaches may select any eligible candidate from the pool of eligible players, within the limitations of these bylaws that govern the composition of teams. After each head coach has had an opportunity to select one player, the selection process shall be repeated in the

reverse order until all team vacancies are filled or until all candidates are selected. (Snake Draft)

C. Optional Players

1. Sons/Daughters of Head Coaches

a) Sons/Daughters of head coaches are automatic options to their parent's teams. Board members assisting with the draft will use their evaluations to determine which of the first three rounds the coach's son/daughter will be drafted in. If there is another sibling needing to be assigned to the same team, the board member will determine the round the second athlete will be drafted in.

XIV. Travel Teams

A. All rules and regulations of the CIAC will supersede any laws that conflict with ELYB By-Laws.

B. Teams shall be competitive and playing time determined by the coach selected by the league. Parents and players shall be advised of the possibility of limited playing time. Team selection will be based on tryouts that will occur before Rec tryouts. Each team is required to carry a minimum of 8 players per team. Players not selected for the travel team will automatically be transferred into the rec league. Players cannot play in the travel league and rec league at the same time.

C. Travel Grades 4-8 Waiver for out-of-town players:

1. As a rule, no outside player will be allowed to join ELYB travel basketball teams, grades 4-8 unless approved by both CT Basketball AND the Board of ELYB.

2. To accept a waiver for an out-of-town player to join an ELYB travel team:

a) There are not enough players at a specific grade level to sustain a team for the season.

b) The out-of-town player must not be eligible to play on a travel team from the town that they reside in.

c) The out-of-town player cannot be one of the best players or most skilled player on the East Lyme team that they may join.

C. Travel teams must consist of 8+ players. Coaches may petition the board if there are extenuating circumstances. In the event that a team cannot be comprised of players of just one division, that team and coaches can petition to do one of the following:

1. Be released back into the rec program

2. Rotate players from a younger team

3. Absorb players from a younger travel team

4. Invite rec players in the same division to play on both the rec and travel team

5. This will not set precedent for other teams to allow younger players to their roster. Only in the case of Board approval and emergencies is this circumstance allowable, if conference agrees to approve for the season.

- D. Travel teams can play in two tournaments of their choice funded by ELYB. Travel teams must give notification of which tournaments they want to participate in.
- XV. Post Season play – ELYB will send one team from each division to an end of season tournament. The travel team for each division is the first choice of paid for entry, along with one team from the two high school divisions. If a team opts out, a rec team may fill the slot if the team does not find another tournament to end with.