



As of 4/20/09

HUDSON COUNTY Youth Football League

CONSTITUTION

C.I. LEAGUE NAME

We will be known as the Hudson County Youth Football League, or HCYFL.

C.II. LEAGUE PURPOSE

- 1) The Hudson County Youth Football League is dedicated to the purpose of preparing the youth of our communities to lead healthy, active productive lives through the discipline and sportsmanship derived from participation in a well-organized football program.
- 2) A secondary purpose is to prepare as many HCYFL players as possible for participation in High School football programs.

C.III. LEAGUE AFFILIATION

This league (HCYFL) will be an independent league, designed to provide leadership, organization, and a means for providing rules of competition in youth-age football among its Associations.

C.IV. SITE OF PRINCIPAL OPERATIONS

The principal operations of this league (HCYFL) will be in and around the City of Jersey City, County of Hudson and State of New Jersey, but may extend into such areas as provided for by vote of the league (HCYFL) member Associations.

C.V. LEAGUE POWERS

This league (HCYFL) will have the power to make and enforce rules and regulations to govern itself on a local basis.

C.VI. MEETINGS AND QUORUMS

- 1) **REGULAR MEETINGS** Those regularly schedule meetings at which general league (HCYFL) business is discussed and acted upon.
- 2) **ANNUAL MEETINGS** The meeting at the beginning of the calendar year for the purpose of electing officers and presenting the state of the league reports.
- 3) **SPECIAL MEETINGS** Those meetings convened on an irregular basis to deal with specific and immediate league (HCYFL) business.
- 4) **QUORUM** A quorum, considered 50% of the member Associations in good standing, must be present for any meeting to be called to order.

C.VII. LEAGUE ADMINISTRATION

- 1) The league (HCYFL) Commissioner is a non-elected position filled and executed by an employee of the Hudson County Division of Parks and Recreation, and will serve as the liaison between the league (HCYFL), the County Administration and the participating Associations. The Commissioner, being a nonpartisan position, will also serve as binding arbitrator in decisions not settled at the committee level, always mindful of the general welfare of the entire league (HCYFL).
- 2) The League (HCYFL) Administrative Assistant/Secretary will be appointed by, and serve as an assistant to, the Commissioner. It may be a salaried position. The Administrative Assistant/Secretary will perform all secretarial duties for the league (HCYFL) including, but not limited to, taking minutes at meetings, compiling league results and information, notifying members of upcoming meetings, league mailings and emails, and perform all duties usually associated with this position.
- 3) The Executive Council, made up of five Association Representatives will serve only as an Advisory Board to the Commissioner. They will be elected by a simple majority of Association Representative, and serve for a period of one year. Executive council members may serve consecutive terms.

C.VIII. STANDING COMMITTEES

- 1) The league (HCYFL) may establish standing committees at anytime by means of a simple majority vote at a regular, annual, or special meeting, as long as a quorum is present. The league (HCYFL) must establish the size and scope of the committee at the time of its establishment.
- 2) All standing committees will have a chairman, chosen at the time of establishment, who will be responsible for the completion of the committee. No committee will have more than one (1) member of any Association unless if stated as such in its establishment.
- 3) Individuals may chair one (1) committee only, but may serve on any number of committees.
- 4) Participation on a committee is for a period of one (1) year from the inception of a said committee.

C.IX. AMENDMENTS AND ADDENDUMS

Amendments and Addendums must be submitted one (1) meeting in advance of a vote for acceptance. The amendment must be passed by two-thirds (2/3) a majority vote to be accepted and ratified.

C.X. PARLIAMENTARY AUTHORITY

"Robert's Rules of Order" will be the Parliamentary Authority on all matters not covered by the Constitution and By-Laws of the league (HCYFL).

C. XI. ORDER OF BUSINESS

The following order of business will be adhered to at all league (HCYFL) meetings:

- 2) Call to order by the presiding officer
- 3) Roll call by the administrative assistant/secretary
- 4) Reading of the minutes of the previous meeting by the administrative assistant
- 5) Any discussion of, and the acceptance of, the minutes
- 6) Treasurers report
- 7) Reports of committees
- 8) Unfinished business
- 9) New business
- 10) Adjournment

C.XII. MEMBERSHIP

- 1) Membership is open to any Association which can meet league (HCYFL) requirements and receives approval of two-thirds (2/3) of the league Associations which are in good standing at the time of the vote.
- 2) Associations may make application for league (HCYFL) membership from the date of the annual meeting (January) through and including the regular June meeting of each year.
- 3) A member Association is in good standing when its league (HCYFL) dues are paid and its local program is in compliance with the league (HCYFL) rules. Being in good standing permits the Association to vote and to actively participate in the league (HCYFL) functions, being afforded all the rights and privileges inherent in membership in such Associations.
- 4) Membership can be withdrawn from any Association for failure to comply with the league (HCYFL) regulations, or not acting in the best interest of the league, by the same two-thirds (2/3) vote needed for admission to the league (HCYFL).
- 5) Any Association which is voted out of the league (HCYFL) forfeits all monies paid to the league by that Association.
- 6) If an Association chooses to leave the HCYFL, or is voted out of the HCYFL by the member Associations, it must serve a minimum of one (1) full season suspension. After that one (1) year, application for readmission to the HCYFL will be voted on by the league's Associations in good standing at the time of the vote.
- 7) Any Association from outside the boundaries of Hudson County which joins the league (HCYFL) after 1989 will not share the yearly funds allocated by the Hudson County Division of Parks and Recreation. Those new members Associations will be responsible for payment of all game officials fee for any regular seasons games in which that Association serves as host (scheduled home games).
- 8) No member Association may bring legal action against the HCYFL, its Administration, or any of the member Associations.

C.XIII. LEAGUE ASSOCIATIONS

Hoboken	(Hoboken Police Activity League)
Jersey City Pal Gold	(Jersey City Police Activity League [07304, 07305])
Jersey City Pal Blue	(Jersey City Police Activity League [all other JC Zips])
North Bergen	(North Bergen Youth Football Parents)
Passaic	(Passaic Recreation Football)
Paterson	(Paterson Youth Football League)
Union City	(Union City Recreation Football)
West New York	(West New York Recreation Football)

C.XIV. ASSOCIATION BOUNDARIES

Each member Association may include only participants living within geographical boundaries of the city that Association represents, or within an area included in that city's school district.

C.XV. LEAGUE REPRESENTATIVES

- 1) Each league (HCYFL) Association will have both a registered Representative and a registered Alternate, who will serve as spokespersons for that Association in all league (HCYFL) business. The Representative and Alternate are responsible for polling their Association members for views and opinions before voting on league matters.
- 2) The registered Representative and Alternate may designate someone other than themselves to speak for their Association.
- 3) Each Association is expected to be represented at all meetings held by the league (HCYFL).
- 4) After the second consecutive meeting at which an Association is not represented, the league (HCYFL) administrative assistant/secretary will send an email, and letters (by registered mail), to the registered Representative and Alternate Representative, informing them that their Association is in jeopardy of censure and/or expulsion by the HCYFL.
 - b. The letter will inform the Representative that the Association must have someone in attendance at the next league (HCYFL) meeting in order to prevent censure and/or expulsion from the league (HCYFL).
 - c. Any Association not responding to the written request to attend the league (HCYFL.) meeting will continue for 30 days as an associate member. Associate members have no voting or participation rights.
 - d. If an associate member Association attends the following meeting within the prescribed 30 days, the league (HCYFL) members in good standing will vote for reinstatement of continued associate status for a determined period.
 - e. If an associate member Association does not respond within the prescribed 30 days, the league (HCYFL) members in good standing will vote for continued associate status for a determined period or expulsion from the league (HCYFL).
 - f. The offending member's Association will be invited to explain the reason for its lack of attendance, before a two-third (2/3) majority vote is taken.
- 1) Only the Association Representative and/or Alternate may sit at the table and participate in an HCYFL meeting.

C.XVI. COMMUNICATION PROCESS

- 1) As of the 2008 off-season, email will be the official means of communication between the HCYFL and all Association Representatives and Alternates.
- 2) This communication process will be used for all official HCYFL communication. Only Representatives and Alternates will communicate directly with the HCYFL Administration. The HCYFL Administration will communicate directly only with the Association Representatives and Alternates.

C.XVII. LENGTH OF SEASON

The HCYFL season may not start before Labor Day, and must end prior to Thanksgiving.

C.XVIII. DUES

- 1) The amount of yearly dues for each Association shall be set at the March meeting for payment at, or before, the April meeting of the same year.
- 2) The amount of annual dues for each member Association will be fixed each year based on the amount of the financial contribution by the Hudson County Division of Parks and Recreation.
- 3) The amount of dues per Association will be set at \$700.00 per year as of the 2007 season. (An increase or decrease in the amount of money allocated by the County of Hudson will cause the league to reevaluate the annual fee assigned to each Association). This fee will be used to offset any league expenses occurring because of increased costs for officials, trophies and other expenses.
- 4) All member Associations must submit their annual dues within 30 days of the due date to be considered in good standing.
- 5) The league (HCYFL) must give all members Associations 30 days notice of the date for payments of dues.
- 6) Any member Association in arrears will continue membership in the league (HCYFL) for 30 days as an associate member. Associate members have no voting or participation rights.
- 7) If an Associate member Association makes payment within the prescribed 30 days, the league (HCYFL) members in good standing will vote for reinstatement or continued associate status for a determined period of time.
- 8) If an Associate member Association does not make payment within the prescribed 30 days, the league (HCYFL) members in good standing will vote for continued associate status for a determined period of time, or for expulsion from the league (HCYFL).
- 9) The offending Association shall be invited to explain the reason (s) for its nonpayment of fees before the vote is taken.
- 10) All votes will be two-thirds (2/3) majority.
- 11) Any Association which is voted out of the league (HCYFL) forfeits all monies paid to the league (HCYFL) by that Association.