

Coalinga Oilers Youth Football Bylaws



Adopted by the 2023 COYF Board

President	Tyrel Davis
Vice President	Roxanne Valenzuela
Treasurer	Desiree Davis
Secretary	Felisha Mendoza

Members at Large

Tony Mendoza
Billy Redding
Frank Chavez
Cindy Chavez
Tony Bonilla
Nereo Bonilla
Anthony Yamas
Chino Bautista
Vince Chavez
Cameron Ribeiro
Joseph Hurtado

Article 1: Organization

- 1.1: The name of the organization shall be Coalinga Oiler Youth Football (COYF)
- 1.2: The fiscal year of the organization shall begin on January 1st and end on December 31st of each year.
- 1.3: The COYF shall be a member of the Tri-County Youth Football League (TCYFL) and shall conform to all playing rules and administrative regulations as prescribed by that organization.

Article 2: Objective

- 2.1: The objective of this organization shall be to promote and support youth football activities and the participation of our youth in league competitions.
- 2.2: COYF may conduct business as “Coalinga Oilers” and “Oiler Youth Football”.
- 2.3: The team colors of CYOF shall be Carolina Blue, Red, and White.
- 2.4: COYF is a non-profit organization exempt for taxation under section 501 (c)(3) of the Internal Revenue Code.
- 2.5: The principal Office for the transaction of the business of the organization shall be located at 350 Hill View Ln, Coalinga, CA 93210.
- 2.6: COYF participates in the TCYFL and operates within the League Rules of this organization.

Article 3: Membership

- 3.1: The organization shall be limited to 15 board members and shall be open to all interested in the promotion and advancement of youth football.
- 3.2: Any and/or all membership are required to participate actively in the COYF organization.
- 3.3: A member in good standing shall be defined as: One who does not miss 3 consecutive or 5 total mandatory Oiler events within a calendar year. Mandatory events shall be all board meetings and events labeled as “mandatory” by the CYOF President. These events include but are not limited to board meetings, fundraising events, and home games. All officers of COYF are to be considered members in good standing.
- 3.4: Only a board member in good standing can vote on football business conducted at a membership or special meeting.

Article 4: Eligibility for Registration

- 4.1: Age: The eligibility age shall be in accordance with TCFL rules. Eligible ages currently include children that are 6-years-old to 14-years-old by November 30th for that year. Children that are the age of 5 years old are eligible to participate with a parent signed consent waiver. Any exception to those ages must be approved by a majority of the executive board and comply with TCYFL rules.
- 4.2: Membership: Membership shall not be restricted by consideration of race, color, or creed.
- 4.3: Team Divisions: There shall be four team divisions as follows: Mighty-Mite, Pee-wee, Junior, and Senior.
- 4.4: Order of Acceptance: The order of acceptance shall be as follows.
 - a. Children who registered and paid during open registration for the current year.
 - b. After open registration, on first come basis.
 - c. Although we shall make every effort to support our returning player, these returning players will not have an automatic position on the roster at head coach discretion.

Article 5: Registration

5.1: Application for membership: Parents shall make application for registration for their children. The registration fee will not be refunded if player quits by his/her own choice. The registration fee will be refunded if the player is cut from the team prior to carnival and/or is injured and unable to continue the season prior to carnival. Only the amount that an applicant pays "out of pocket" will be refunded. No fundraised amount will be returned to the applicant.

5.2: Medical Certification: A current medical certificate shall be required for each child participating in football/cheer before they can practice. No child will be allowed to play football without a current medical statement.

5.3: All parents and players shall sign and follow the Code of Conduct Policy.

5.4: Registration Amount: The registration amounts for football shall be proposed by the Executive board each year before registration of players and approved by a majority vote of members present (in good standing).

5.5: Registration fee for the 2024 year is \$200 per child.

5.6: Parents/Guardians are subjected to 4 hours of volunteer time throughout the year. A \$100 deposit will be collected during registration. The deposit will be held un-cashed and returned at the end of the season if all volunteer time has been completed.

5.7: Children of a coach or board member shall have their Administration/Volunteer fee waived.

5.8: There shall be a \$300 equipment deposit for each player. The deposit will be held un-cashed and will be returned when all gear is returned.

5.9: There shall be a \$25 cleaning deposit for any equipment that is returned in poor condition that requires additional cleaning.

5.10: Bounced or returned checks: A \$25 service fee will be added in addition to all bank charges accrued from a bounced or returned check. If one or multiple bounced checks are returned executive board reserves the right to suspend or remove so player/or child from participating in any or all COYF teams as deemed necessary and may be subject to criminal prosecution.

Article 6: Operating Funds

6.1: Funds will be derived from the operation of concession stand, admission gate, and other money raised as determined by the executive board of Directors.

Article 7: Administration

7.1: The executive board shall consist of the elected officer of President, Vice President, Secretary, and Treasurer. You must serve a term of one year on the COYF as a member at large before you will be considered for an executive board position.

7.2: COYF will carry no more than 11 additional open positions for members at large.

7.4: Qualifications for officers shall be:

1. Member in good standing (see Article 3.3).
2. Interested and devoted to the objectives of COYF
3. Active in present or past activities.

7.6: All officers shall be elected by a majority of the member in good standings present at any of the regularly scheduled meetings.

7.7: Absentee ballots will be made available upon request by any official of the executive board one week prior to elections. These ballots will be returned to any board member in a sealed envelope and remained sealed until, so ballot is read on the night of election.

7.8: In the event of a tie the Elected Board President will break so tie with the final vote.

7.9: All elected officers must:

1. Read COYF and TCYFL By-laws in their entirety.

2. Attend a minimum of 8 of the scheduled meeting. Failure to conform to the minimum requirements will result in automatic expulsion from the office/or position held, effective on the date that it would not be feasible to meet the required attendance. Any officer expelled from the executive board shall and will not be eligible to hold a board position for one (1) full year from the date of expulsion.

7.10: Any officer may resign at any time by giving one month's written notice to the executive board. If the Presidency becomes available, the Vice President shall fill such position. A vacancy in other offices shall be filled by appointment of the President or by election, if any officer-elect resigns before their term of office officially begins. A new election shall be held for that office.

7.11: All expenditures drawn from COYF general fund by check must be signed by two eligible officers COYF executive board.

Article 8: Executive Board

8.1: The executive board shall administer and abide by the policies of COYF and TCYFL

8.2: The executive board shall serve a term of two (2) years.

8.3: The executive board shall have the power to establish committees as necessary.

8.4: The board shall have the power to limit the number of children on any one team. Every effort will be made to keep football teams limited to a maximum of 35 players but can only do so if all division head coaches agree to do so.

8.5: The board shall have the right to suspend any child if he or she or his or her parent(s) fail to adjust to the policies, rules, and regulations of the COYF or if found to be uncooperative.

8.6: Any one person holding more than one (1) voting position will be entitled to only (1) vote, in any or all voting matters.

Article 9: Duties of Officers

9.1: President:

(a) Prepare agenda and preside at all membership and board meetings.

(b) Represent COYF in the community, except where a delegate has been appointed.

(c) Appoint necessary committee chairpersons.

(d) Be governor over all committees

(e) Shall be responsible for communicating all COYF activities and schedules to the Head Football Coaches.

(f) Shall work with the Head Football Coaches, and executive board in setting requirements for team discipline, team size, and equipment standards.

9.2: Vice President:

(a) Shall assist the President and shall preside in his/her absence.

9.3: Secretary:

(a) Shall prepare minutes of all membership and executive board meetings and keep accurate record of all members' attendance.

(b) Shall give a copy to the President prior to the regular scheduled meetings and have copies available to all active board members.

(c) Shall handle all correspondence.

9.4: Treasurer:

(a) Shall be responsible for all moneys and for payment obligations for the COYF.

(b) Keep an up-to date financial record to be posted at the monthly business meeting and provide a written financial statement to the president and secretary at all meetings.

(c) Shall place all profits or funds acquired through activities for the COYF into the proper checking accounts. Any expenditure for approved expenses shall be drawn on the proper checking account for football.

9.5: Team Representative

(a) Shall be responsible for attending TCYFL meetings and doing the necessary scheduling of games with the league.

(b) Shall take minutes at the TCYFL meetings and report back to the executive board.

(c) Shall take any team or parent complaints and report to the executive board for necessary action.

(d) Shall work closely with the equipment manager and executive board in ordering and maintain needed football equipment.

Article 10: Coaching Staff

10.1: The selection of dedicated coaching staff is of the prime importance of the executive board. It is the goal of the entire league to train our youth in teamwork, integrity, and sportsmanship. The head coaches and assistant coaches selected should be individuals of character with and experienced football background.

10.2: The President with Board approval by majority vote shall carefully select a head coach for every division.

10.3: Each head coach shall select his assistant coaches. The list shall be presented to the Board for approval by majority vote.

10.4: All coaches are required to read and abide by all COYF and TCYFL By-Laws and Coaches Code of Ethics.

10.5: Head coaches shall have the authority to maintain discipline during practice and games.

10.6: No coach, assistant coach, or representative will use any alcohol or tobacco while working with the youth in COYF function or on school property.

10.7: Head coaches with the executive board's approval may cut or drop any youth from the team whose actions are determined to be detrimental to the welfare of the team or squad. The player will not be entitled to a refund of any kind.

10.8: Head coaches, and assistant coaches will be accountable for their actions at all COYF and TCYFL functions. The Board will hold the head coach responsible and accountable for all assistant coaches. The executive board will take immediate action. The COYF Board if deemed necessary may take additional action.

10.9: Each head coach will be responsible for the collection of the equipment at the end of each season and will coordinate and cooperate with the equipment manager when returning equipment.

Article 11: Meetings

12.1: Regular meetings of the COYF board shall be held on the second Monday of each month. There shall be a minimum of eleven (11) meetings per season.

12.2: The President or Vice President may call a special meeting. A 24-hour prior notice will be given for any special meeting. The conduct of board meetings; a quorum of a majority of board is required. In a tie situation, the highest ranked executive board member will break the tie.

12.3: Robert's Rules of Order shall be the Parliamentary Authority.

12.4: At meetings where a major decision is needed, it will require that we have a quorum of ½ of the board to pass an issue voted on.

Article 12: Equipment

13.1: Equipment Manager may hold a voting position on the COYF Board.

13.2: Equipment Manager will be ultimately in charge of all football equipment.

13.3: Appropriate equipment and uniforms will be determined by the COYF.

13.4: An inventory/inspection of equipment shall be taken at the closing of each football season.

Article 14: Awards

14.1: The COYF organization will provide the following awards to the children participating in the program to recognize and reward their efforts.

(a) Annual awards provided to every child completing the season.

(b) Other awards as determined and defined by COYF organization such as game performance awards.

14.2: The determination of the actual awards to be given for each level will be made annually by the COYF organization.

Article 15: Amendments

15.1: To amend, revise or change the by-laws, proposals must be submitted at regular scheduled meetings. A second and a final reading are presented at the next board meeting for all members to vote upon. A vote of 2/3 of the members in good standing attending the meeting is required to make and amendment, change or revision to the by-laws.

Article 16: Expenses

16.1: All routine expenditures must be approved by the executive board and voted upon and reflect a majority of the members of the board. Routine expenditures are defined as any necessary purchases for the youth football program.

16.2: For control of spending, when a project is proposed, the executive board will have the power to veto, by majority vote, over the general board in executive session.

Article 17: Dissolution

17.1: In case of dissolution of COYF the equipment (or proceed from its sale) and funds shall be used in the payment of outstanding debts. All remaining moneys shall be donated to a non-profit organization approved by the majority vote of existing board at a regular or special meeting.

Article 18: Miscellaneous

18.1: Pre and post season games may be played when approved by the executive board.

18.2 An annual banquet shall be called by the executive board following the end of season, but no later than December 15th.

18.3: Individuals may play "UP" one division above their weight and/or age level only with an approval of the executive board. Playing "UP" is discouraged and coaches are prohibited from recruiting a player to play "UP" for another team.

18.4 The board shall by majority vote, dismiss any player when actions of the individual's parents are determined to be detrimental to the welfare of COYF.

18.5 Any board member will have any and all individuals removed from the spectator if he or she feels that this individual's action or actions are causing or may cause or incite a disturbance. Executive board will be informed of any such action taken.

Adoption and Ratification

The foregoing by-laws of the Coalinga Oilers Youth Football, consisting of Articles 1 through 18, are hereby adopted and ratified as amended, and are made a part of permanent organization records of the Coalinga Oilers Youth Football League.