Fallston Volleyball Program Bylaws

Update: November 2022 (initial issue)

**MISSION**

Serving the community since 2013, Fallston Volleyball is a volunteer run, community-based organization dedicated to growing the competitive level of the sport in our area. This is accomplished by providing top-tier opportunities in a variety of formats suitable for player growth & development. We foster a welcoming, enjoyable, safe, and competitive environment to create volleyball players with a great love for the game and a greater chance for future success, both on and off the court!

**VISION**

Our vision is to be the best developmental recreational volleyball program in the Maryland area. We will do this through an approach that builds a love for the game in all participants, including players, coaches, officials, and supporting families. Player development is a primary focus, providing the best possible conditions to compete at the next level.

**ARTICLE I NAME**

The Fallston Volleyball Program is led by a body known as the Fallston Volleyball Steering Team, hereafter referred to as the "Steering Team", and shall be affiliated with the Fallston Recreation Council hereafter referred to as “FRC”. The Steering Team is led by a “Volleyball Program Lead”. The Steering Team includes Leads from the Indoor Volleyball Program and the Beach Volleyball Program, along with a Program Secretary/Treasurer.

**ARTICLE II PURPOSE**

The purpose of this organization shall be to promote, develop, and govern Volleyball as a program within the Fallston Recreation Council. Policies will be consistent with those of the Fallston Recreation Council.

**ARTICLE III STEERING TEAM MEMBERSHIP**

Steering Team membership will include the Volleyball Program Lead, a Program Secretary/Treasurer, and Leads from both the Indoor and Beach Volleyball sub-Programs. Up to two “At-Large” (non-voting) members complete the Steering Team. While not ideal, an individual may serve in multiple roles on the Steering Team if no other volunteer members are in place to fulfill those responsibilities.

Volleyball Program Steering Team

**ARTICLE IV STEERING TEAM RESPONSIBILITIES & WAYS OF WORKING**

The Steering Team shall plan, develop, approve, and execute the Volleyball program within the Fallston Recreation Council (FRC).

All decisions must be unanimous among the voting members of the Steering Team. No one individual has more voting rights than another – all are equal. Individuals serving in multiple roles shall be counted as a single vote.

**ARTICLE V MEETINGS**

The Steering Team shall hold open meetings for all program participants and/or interested persons. The target is to conduct quarterly meetings (eg. 4x/year)

**ARTICLE VI AGENDA**

Steering Team meetings will follow the following agenda, subject to Steering Team approval:

1. Opening/Call to Order
2. Attendance/Quorum Check
3. Review of Agenda
4. Program Lead Update
5. Program Secretary/Treasurer Update
6. Indoor Volleyball Update
7. Beach Volleyball Update
8. Action Items Review
9. Workshop / New Business Items
10. Next Steps
11. Close

**ARTICLE VII ELECTIONS**

1. Steering Team members shall be filled by general elections at the Annual Meeting. The Annual Meeting date and time is to be set by the Volleyball Program Lead, with the goal of this happening in January.
2. Registered program adults and parents/guardians of all registered players in the preceding year are eligible to attend & vote.
3. Candidates for Steering Team positions will declare their interest for positions at/before the Annual Meeting, either verbally or in writing.
4. Steering Team positions shall be voted on individually. The Volleyball Program Lead sets the order of the elections/ballot.
5. Voting can be by show of hands or if requested by any one nominee, shall be by secret ballot
6. Counting of the votes shall be done by the Secretary/Treasurer
7. The new position shall be the candidate receiving the highest number votes cast for the particular position. Any ties decided by a vote of the existing Steering Team.
8. Successful candidate shall assume the position after a proper turnover with the outgoing role holder.

**ARTICLE VIII AMENDMENTS**

1. Amendments to these By-Laws shall be presented in writing to the Program Lead for review at least one general meeting before the vote on the amendment takes place.

2. The next meeting after the amendment has been proposed, the Program Lead will present it to the Steering Team. The vote will be taken at the following Steering Team meeting.

3. The motion to amend must pass by unanimous consent of the Steering Team quorum in attendance at the voting meeting. Quorum is defined as 50% or more of the total eligible voting membership of the Steering Team.

4. Proxy voting is limited to eligible voting members who have attended the prior general meeting where the proposed amendment was presented. A proxy vote must be signed and delivered to the general meeting in a sealed envelope. All proxy votes will be collected by the Secretary/Treasurer and will be opened after the in-attendance votes are cast.

5. Upon passage an amendment shall be immediately active, valid and added to the By-Laws.

**ARTICLE IX STEERING TEAM RESPONSIBILITIES**

1. The Steering Team, on behalf of program membership, shall transact the business of the program and establish committees as required.

2. The Volleyball Program Lead

* provides overall leadership & support for the Fallston Recreation Council Volleyball Program
* sets the schedule & presides at all Steering Team meetings or designates an alternate Steering Team member to act in their absence
* represents the Volleyball Program on the Fallston Recreation Council Board or designates an alternate Steering Team member to act in their absence

3. The Indoor Volleyball Lead

* serves on the Steering Team representing the Indoor Volleyball program
* establishes & leads the delivery of indoor volleyball offerings
* oversees indoor volleyball registration & team selection procedures/try-outs
* sets indoor volleyball team/league scheduling, program budgeting, and coach selection
* ensures the proper maintenance, inventory, and adequacy of indoor volleyball program equipment & supplies
* police coach and player conduct
* communicate with their respective families/players
* is the program liaison for indoor volleyball leagues with other Recs and tournaments

4. The Beach Volleyball Lead

* serves on the Steering Team representing the Beach Volleyball program
* establishes & leads the delivery of beach volleyball offerings
* oversees beach volleyball registration & team selection procedures/try-outs
* sets beach volleyball team/league scheduling, program budgeting, and coach selection
* ensures the proper maintenance, inventory, and adequacy of beach volleyball facilities, program equipment & supplies
* police coach and player conduct
* communicate with their respective families/players
* is the program liaison for beach volleyball leagues with other Recs and tournaments

5. The Secretary / Treasurer

* serves on the Steering Team
* keeps and maintains the notes of all general and special meetings
* manages correspondence emanating to/from the Steering Team and the Volleyball Program
* coordinate / setup registration system in support of indoor & beach volleyball offerings
* keeps & maintains all financial records
* ensures adequacy of program budgets
* shall be utilized as much as possible as the primary expenditure authority for all volleyball expenses

**ARTICLE X PROGRAM DEVELOPMENT GUIDELINES AND EXECUTION**

A. Budget

1. Development - The development of the annual budget is the responsibility of the Secretary/Treasurer. The Secretary/Treasurer shall solicit input to the budget development from the Program leads for all likely sources of income and expenses.

2. Approval – The budget is approved by the Steering Team.

2. Expenditure Authority - Expenditures made for the Volleyball program through the Fallston Recreation Council (FRC) will be authorized by the Secretary/Treasurer and another member of the Steering Team.

3. Expenditure Procedure - Any Steering Team member incurring a legitimate program expense shall contact the Secretary/Treasurer to authorize the payment by the Fallston Recreation Council (FRC). All bills, payments, and requests for payment shall be directed to the Secretary/Treasurer.

B. Leagues

1. Registration - The registration for the volleyball program shall be open and advertised, and performed in accordance with the By-laws of the Fallston Recreation Council.

2. Team Selection - League teams shall be established and balanced by the leads (Indoor & Beach). Some leagues may allow registrants to form teams as part of the registration process. (example – beach doubles). Unless league registration requirements specify otherwise, while requests for teammates/coaches/carpools will be considered, the primary objective is to form teams of balanced skills & ability. Other requests for placement will be honored to the best of a program’s ability, not to detract from the primary objective of establishing balanced teams across the league.

3. Scheduling - The scheduling of games & practice time slots shall be performed by the respective leads (Indoor & Beach). Goal is for all teams to have equal opportunity to practice and equal number of games as facilities/conditions allow.

4. League Format - The league formats & rules shall be developed and finalized by the respective leads (Indoor & Beach) who must ensure proper communication is provided to families explaining and showing the league format and schedule. Rules shall promote balanced playing time for all present & eligible participants for each game.

5. Playing Up - Players should play in their proper age group. Occasionally a player will no longer be challenged physically or in the mental elements of the game, and that player may petition to play up. The petition process for playing up starts with parents submitting a written request to the respective lead prior to team selections. The lead will evaluate the request and communicate the outcome to all involved.

**ARTICLE XI RULES OF PLAY**

1. In general, Indoor Program rules will align with NFHS Volleyball rules, amended per Indoor Volleyball Lead guidance as necessary to accommodate specific age groups.
2. In general, Beach Program rules will align with FIVB rules, amended per Beach Volleyball Lead guidance as necessary to accommodate specific age groups.
3. The following "HOT HEAD" rule will be in effect for all leagues.

Referees shall eject from the game and the playing area, anyone (i.e. - player, coach, parent, spectator) who commits a flagrant offense, such as verbal abuse, profanity, obscene gestures, or physical violence of any kind. Coaches shall be held responsible for the conduct of their spectators. Referees shall have the prerogative to end the game for any violation of this rule. The referee's judgment concerning this rule shall be final and non-protestable.

Any player issued a RED CARD or ejected from the game, will be suspended for the next league or tournament game. Any coach issued a red card or ejected from a game, will be suspended for the next game. All red card or ejections must be reported to the Steering Team within 48 hours after the game, by the Lead of that program.

 If after return from the suspension, a player or coach is RED CARDED or ejected again during the same season, that player or coach will be suspended from the program for one calendar year (365 days), starting from the date of the second offense. In addition, should a coach hold a position on the current year's Steering Team, he/she shall be removed from that position and shall remain ineligible to hold a Steering Team position for one year (365 days). Any suspended coach not holding a Steering Team position, will be ineligible to hold such a position anytime during the period of suspension. All suspensions shall be reported to and recorded by the Secretary/Treasurer.

**ARTICLE XII PLAYER/PARENT GRIEVANCE PROCEDURE**

1. When a player, parent, or fan has a grievance or complaint, it should first be brought to the attention of the coach(es) involved.

2. If it cannot be satisfactorily resolved at that level, it should be lodged in writing with the appropriate Lead (Beach or Indoor). After hearing both sides of the situation, the Lead will attempt to resolve the grievance or complaint to the satisfaction of both parties.

3. If the Lead is not successful in resolving the grievance or complaint, the Lead will prepare a summary of the grievance or complaint, along with his/her recommendation, and will submit this along with the original written grievance or complaint to the Steering Team.

4. The Steering Team will meet and discuss the complaint or grievance, with the involved parties, if it is deemed necessary, will take corrective measures that they feel are necessary, and will issue a written report describing the resolution to the situation. The Steering Team will send a letter to the player, parent, or fan thanking them for their input into the program with a copy of their final report.

5. Since it is the intent of this procedure to provide players, parents, and fans a mechanism to provide input into the program, the final report will be read at the next general Steering Team meeting, with the names of those parties involved removed, so that no one is unnecessarily embarrassed.

**ARTICLE XIII Prohibition of Harassment, Intimidation, and Bullying Policy**

The Fallston Volleyball Program is committed to a safe and fun environment for all players, volunteers and visitors, free from harassment, intimidation or bullying. “Harassment, intimidation or bullying” means any intentional written, verbal, or physical act, when the intentional written, verbal, or physical act:

* Physically harms a player or damages the player’s property; or
* Has the effect of substantially interfering with a player’s training, practice, game; or
* Is severe, persistent, or pervasive that it creates an intimidating or threatening environment; or
* Has the effect of substantially disrupting the orderly operation of the team.
* Nothing in this policy requires the affected player to possess a characteristic that is a perceived basis for the harassment, intimidation, or bullying, or other distinguishing characteristic.

Harassment, intimidation or bullying can take many forms including: slurs, rumors, jokes, innuendo’s, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats, or other written, oral or physical actions. “Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the player’s or team environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited.

Counseling, corrective discipline, and/or referral to law enforcement will be used to change the behavior of the perpetrator and remediate the impact on the victim. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitutes violations of this policy.