

CODE OF BY-LAWS

CENTER GROVE BANTAM FOOTBALL LEAGUE, INC.

P. O. Box 353, 5185 W. County Road 144
Bargersville, IN 46106

ARTICLE I

Name

The name of this corporation shall be Center Grove Bantam Football League, Inc. The use of this name without the expressed permission of the Board of Directors of said League is prohibited.

ARTICLE II

Vision

To become the sport of choice among the children of our community, and to attract additional participation by becoming the football league of choice throughout Central Indiana.

General Purpose

The purpose of the Center Grove Bantam Football League, Inc. shall be: 1) to develop and maintain a properly supervised contact football league for youth from the second through sixth grades; 2) to promote improved community relations by demonstrating an interest in the youth of our area; 3) to encourage physical and mental growth through keen competition; 4) to emphasize good citizenship and scholastic achievement; 5) to nurture good sportsmanship and a sense of fair play; and 6) to develop, maintain and supervise a flag league for co-ed kindergarten and first grade youth.

ARTICLE III

Membership

Section 1. Qualification for Fall League Participation

- A. Age – any child is eligible to be a participant if in the kindergarten through sixth grade and five (5) years old, by June first, and not thirteen (13) years of age prior to June 1st. Birth certificates are required as proof of age.
- B. Weight – The eligibility of any player weighing less than forty-five (45) pounds without uniform must be ruled on by the Director of Player Personnel and appropriate Division Director. Any participant weighing over 165 pounds is eligible to play on offense and defense only between and including the tackle positions. These players will be identified with 2 red stripes in the front and back of their helmets. However, players in this category will have the optional opportunity, after initial weigh-in, to make weight (165 pounds or less) and lose one stripe off their helmet. There will be only one weigh-in during the season, prior to game 3. The Director of Player/Personnel will conduct weigh-ins at a time and place specified by said Director. If a player fails the weigh-in, they will continue to play being identified with 2 red stripes. If a player attains a weight of 165 or under, they may immediately begin playing with one red stripe at the next available game for the remainder of the season. Any Minor 3 Division aged player weighing one hundred thirty (130) pounds will be placed in the Minor 4 Division. Any Minor 4 Division aged player weighing one hundred forty five (145) pounds without uniform will be placed in the Major Division and made eligible for that draft. Any Rookie Division aged player weighing one hundred twenty (120) pounds without uniform will be placed in the Minor 3 Division and made eligible for that draft. Exceptions can be made by the Director of Player Personnel and the appropriate Division Director(s). However, a red stripe or double stripe may be required.
- C. Liability – the parents or guardians of any child participating in the League must execute a Parent Consent and Release on a form designated by the League before any league participation.

- D. Physicals – a child participating in contact league must have a written release from a licensed medical doctor stating the child is physically able to participate before any league participation.
- E. Any player injured during the season requiring medical treatment must have a written licensed medical doctor's release before returning to participation subject to Article I.6 of the Rules of Play and presented to league President and or Director of Player Personnel.
- F. The Center Grove Bantam Football League is a member of the Indiana Elementary Football Association, hereafter known as the I.E.F.A.

The Center Grove Bantam Football League will sponsor a travel team/teams to participate with other I.E.F.A. member travel team/teams in scrimmage games, regular season games and post season to tournament games. The travel team/teams sponsored by Center Grove Bantam Football that participate in the I.E.F.A. functions will be governed by the Rules of Play and Code of By-Laws of the I.E.F.A. The leagues travel team/teams will be selected by the board approved coaching staff prior to our intramural league draft. Players must attend scheduled tryouts. Exceptions must be approved, in advance, by the Board of Directors. No more than twenty-six (26) players will be selected without prior approval of the Board of Directors.

Section 2. Membership Fee

- A. All participants shall be requested to pay a registration fee. The registration fee should be paid prior to participation in the program. The board in the case of financially hardship cases may waive registration fee.
- B. Rental equipment is available from the Center Grove Bantam Football League.
- C. The Board shall establish the registration and equipment rental fee annually.

ARTICLE IV

Directors

Section 1. The Board of Directors

It is the responsibility of the Board of Directors to govern the functions of the corporation. The governing body of the corporation shall consist of a minimum of eighteen (18) persons and shall be known as the Board of Directors. Specific duties of each position are outlined in the following Section 2. The board may adjust the number of board members (more or less) as deemed necessary with the growth or decline of the league.

Section 2. Officers of the Corporation

- A. President
 - 1. Shall preside at all official meetings held by the corporation.
 - 2. Shall act as chairperson of the Board of Directors.
 - 3. Shall be the official spokesperson for the corporation.
 - 4. Shall supervise the work of all other officers and shall be an ex-officio member of all committees.
 - 5. Shall have the authority to sign checks issued by the corporation along with the Treasurer and or Vice President.
 - 6. Shall have the authority to appoint special committees.
 - 7. Shall vote only in case of a tie at which time his vote shall break tie, but shall have the right to cast his ballot on all secret ballots.
 - 8. Shall be responsible for canceling scheduled games in accordance with the Rules of Play.

9. Shall assist, along with the Directors of Coaches, the Director of Player Personnel to assign any player who registers after the draft of teams as specified under the Rules of Play adopted by the board.
10. Shall appoint an individual to represent the corporation's interest at local community meetings or events that have a bearing on the league.
11. Shall assist, along with the Directors of Coaches, the Director of Player Personnel to transfer any player from one team to another with mutual consent between coaches and parent or guardian.
12. Shall oversee the post-season tournament.
13. Shall oversee the annual review of by-laws, rules of play, and coach's handbook.
14. Shall be able to hold a coaching position or assistant coaching position in the Corporation with the permission of the board.
15. Lead annual business planning efforts to establish annual business objectives and budgets.
16. Shall appoint a director if a position is needed or a vacancy occurs.

B. Vice President

1. Shall preside at all CGBFL functions if the President is absent.
2. In conjunction with the President, shall supervise the work of all other officers. The Vice President shall be an ex-officio member of all committees.
3. Shall assign each new board member a mentor and monitor the mentoring process.
4. Shall oversee the opening day activities.
5. Shall have the authority to sign checks issued by the Corporation along with the Treasurer.
6. Shall be in charge of scheduling the Officer of the Day, announcers and timekeepers for each game and the opening and closing of the fields.
7. Shall hire and appoint all officials. Will also be responsible for payment of all officials.
8. Shall be responsible for overseeing the operation of the announcer's booth.
9. Shall be able to hold a coaching position or assistant coaching position in the Corporation with permission of the board.
10. Shall serve on the By-Laws and Rules of Play Committee.

C. Director of Administration

1. Shall notify all board members of scheduled meetings.
2. Shall keep accurate minutes of all official meetings of the Corporation.
3. Shall be responsible for all correspondence of the Corporation.
4. Shall keep and file all committee reports.
5. Shall keep and file all historical documents and policies for the Corporation.
6. Shall keep the Corporation's book and file all necessary reports to the Secretary of State.
7. Shall oversee all cheer mothers, team dads and team moms
8. Shall keep vital statistics during the season and post these weekly.
9. Shall maintain the league database for players, cheerleaders, and equipment.
10. Maintains and distributes year-end league surveys.

D. Assistant Director of Administration

1. Shall Assist the Director of Administration with their duties and responsibilities for the league.
2. Shall schedule and coordinate picture day.
3. Shall create and distribute team program guides.

E. Director of Sales

1. Shall diligently seek sponsorships and assignment to teams.
2. Shall maintain sponsorship list and coordinate with the Dir. and Asst. Dir. of Administration.
3. Shall actively pursue new founding fathers.

4. Shall coordinate appropriate sign recognition (i.e. scoreboards)
5. Shall be responsible for all league fundraising activities, except Family Fun Night, the golf outing and the auction/dinner.
6. Shall develop an annual marketing plan for Board of Director approval.

F. Assistant Director of Sales

1. Shall Assist the Director of Sales with their duties and responsibilities for the league.
2. Shall be responsible for all league clothing, etc. sales (required purchase order numbers must be obtained prior to any clothing purchases.)
3. Shall assist the Dir. of PR/Special Events.

G. Director of Operations

1. Shall be responsible for operations and maintenance of the buildings and surrounding areas.
2. Shall oversee all facility improvements and maintains the operations budget.
3. Shall oversee safety and security of the facility.

H. Treasurer

1. Shall handle all of the Corporation finances.
2. Shall keep a record of all the Corporation's income and expenditures.
3. Shall prepare a written monthly financial report for the Board of Directors.
4. Shall have the authority to sign checks issued by the Corporation along with the President's and/or Vice President's signature.
5. Shall monitor/maintain control of the league's budget by requiring purchase order numbers for all amounts over \$100.00. Any purchase made without a purchase order number will not be a recognized liability of the corporation.
6. Shall ask for receipts for all bills owed by the Corporation.
7. Shall work with the Legal Adviser in the preparation of all tax and financial reports.
8. Shall assist with the registration of players.
9. Shall be responsible for obtaining insurance coverage on all league property and liability.
10. Shall maintain a complete record of all league participation.
11. Shall provide the league with an annual budget at the beginning of the year.
12. Shall be a member of the Concession Committee

I. Director, Public Relations & Special Events

1. Shall be responsible for securing all publicity by any of the news media for the Corporation and all of its functions.
2. Shall be responsible to present registration and league information to all Center Grove elementary schools for early and summer registration.
3. Shall coordinate special functions outside of the normal functions of the Center Grove Bantam Football League.
4. Shall assist Director of Administration with awards banquet.
5. Shall obtain and create pictures for the year-end slide show at the awards banquet.

J. Assistant Director, Public Relations & Special Events

1. Shall assist the Director of Public Relations & Special Events with all of his/her duties and responsibilities for the League.

K. Director of Major Coaches, Director of Minor Coaches, Director of Rookie Coaches, and Director of Pro Bowl.

1. Shall be Co-Chairperson of Coaches Committee. Also shall be responsible as Co-Chairperson of the Coaches Committee for all coaching applications. Will recommend to

the board for their approval, a list of coaches and assistant coaches for each team in the Corporation.

2. Shall supervise all phases of the method of training by the coaches of all players.
3. Shall be responsible for holding regular bi-weekly coaches meetings.
4. Shall, along with the President, assist the Director of Player Personnel to assign any player who registers after the draft of teams as specified under the Rules of Play adopted by the board.
5. Shall be responsible for the Coaches Clinic.
6. Directors of the Major and Minor Coaches will be IEFA Representatives for the league.

L. Director of Player Personnel

1. Shall be responsible for assuring that all players in the Corporation meet the requirements of participation as defined in the Rules of Play.
2. Shall supervise the weigh-in of all players.
3. Shall oversee the draft of all players.
4. Shall have the responsibility, along with the President and Directors of Coaches, to assign any player who registers after the draft as specified under the Rules of Play.
5. Shall verify that all players that exceed the ball carrying weight have the appropriate red stripe on the front and back of their helmet.
6. Shall schedule the mandatory safety meeting for all coaches.
7. Shall develop a program to assure that a board approved safety official is available during all operating hours of the league.
8. Shall serve as an IEFA Representative.
9. Shall assist the Treasurer with registration and shall be on the Registration Committee.
10. Shall be Co-Chairperson, with Directors of Coaches, of the Rules of Play and By-Laws Committee and Coaches Committee.
11. Shall be able to hold a coaching position or assistant coaching position in the Corporation with the permission of the board.

M. Director of Equipment

1. Shall be responsible for obtaining bids and ordering of new equipment for the League. Equipment purchases over \$100.00 made without prior approval of the Director of Equipment and without a purchase order number will not be recognized as a liability of the Corporation, other than approved by a quorum vote of the Board of Directors.
2. Shall maintain a written inventory of all the Corporation's equipment
3. Shall oversee the return of all equipment
4. Shall oversee the issuance of uniforms to all players.
5. Shall pack and store uniforms and equipment during the off-season.
6. Shall be responsible for the dispersal of all league rental equipment.
7. Shall oversee the equipment room.
8. Shall oversee inspection and reconditioning, as required, of all CGBFL equipment at the end of the physical year.
9. Shall maintain the budget and listing of all needed equipment for submittal for BOD approval.

N. Assistant, Director of Equipment

1. Shall assist the Director of Equipment with all of his duties and responsibilities for the League.
2. Shall be in the office to oversee late registration, equipment distribution and the first two (2) weeks of practice.

O. Director, Field Maintenance

1. Shall be responsible for the maintenance of fields; including the purchasing and expending of all maintenance supplies associated with the field.

2. Field maintenance supplies purchased over \$100.00 made without the approval of the Director of Field Maintenance and without a purchase order number will not be recognized as a liability of the Corporation, other than approved by a quorum vote of the Board of Directors.
 3. Shall be a Co-Chairperson of the Field Facility Maintenance Committee.
- P. Assistant Director of Field Maintenance
1. Shall Assist the Director of Field Maintenance with their duties and responsibilities for the league.
- Q. Director, Flag Football
1. Shall coordinate all functions of the flag football division, i.e., select coaches, place players on teams, develop and monitor the flag football rules of play, and oversee the flag camp and games.
 2. Shall be chairperson on the flag football rules of play committee.
- R. Director, Concession Operations
1. Oversee complete and total operation of concessions.
 2. Concession supplies purchased over \$100.00 made with the approval of the Director, Concession will not be recognized as a liability of the Corporation, other than approved by a quorum vote of the Board of Directors.
 3. Shall coordinate collections of daily receipts and submit to the treasurer on a timely basis.
- S. Assistant, Director Concession Operations
1. Shall assist the Director of Concessions will all their duties and responsibilities for the league.
- T. Director, Cheerleading
1. Shall act as the liaison to Board of Directors
 2. Shall act as liaison to Cheer/Football coaches, parents and fans.
 3. Shall write and organize cheerleading rules and regulations
 4. Shall assign cheerleaders to squads
 5. Shall assign cheer coaches
 6. Shall approve and order uniforms
 7. Shall handle enrollment for cheerleading
 8. Shall design and distribute marketing for cheerleading
 9. Shall oversee and conduct all tryouts
 10. Shall schedule and oversee any competitions
 11. Shall hold coaches meetings and training for cheer coaches
 12. Shall oversee and conduct cheer camp
 13. Shall create cheers and approve cheers for use on the field
 14. Can be a cheer coach
 15. Shall select an assistant to help with duties
 16. Shall write and distribute newsletters to keep coaches informed of happenings and changes in the league/ game schedules, tryouts, etc.
- U. Director of Jr. Trojans
1. Shall oversee the Jr. Trojans Program and submit a budget for approval by the Board.
 2. Shall be Co-Chairperson of Coaches Committee. Also shall be responsible as Co-Chairperson of the Coaches Committee for all coaching applications. Will recommend to the board for their approval, a list of coaches and assistant coaches for the Travel Team.
 3. Shall supervise all phases of the method of training by the coaches of all players.

4. Shall serve as an IEFA Representative.

V. Director of Pro Bowl:

1. Shall oversee the pro bowl tournament.
2. Shall be the Chairperson of a Pro Bowl Committee.
3. Shall submit a budget for approval by the board.

Section 3. Indiana Elementary Football Association

The Board of Directors will appoint one of the existing members of the Board and/or Coaches to serve as the IEFA Director. The appointed Director and/or Coach shall choose their alternate with Board approval.

Section 4. Resignation

Any Board member wishing to vacate their position may do so by submitting in writing their resignation to the board.

Section 5. Attendance

Any board member who cannot attend a scheduled board meeting shall notify the presiding officer as to the reason for their absence. The board may remove any members who have missed three (3) unexcused board meetings without a legitimate excuse by majority vote of the board. At least 2/3rds of the board must be present in order to conduct business and therefore vote on any issue.

Section 6. Vacancies

Any Directorship vacated by resignation or otherwise, will be filled by appointment with a majority vote by the remaining Board of Directors. Said appointed director shall enjoy all of the privileges of an elected director.

Section 7. Bonding

All members of the corporation designated to spend monies may be required to be bonded. The board will advise all persons involved and the bonding shall be obtained at league expense.

ARTICLE V

Elections

Section 1. Nominating Committee

The President shall appoint a nominating committee consisting of three (3) persons, at least thirty (30) days before the open election, to propose to the board candidates who are eligible and willing to run for election to the board.

Section 2. Eligibility

Any adult member who has participated in the corporation for one (1) season is eligible upon board approval.

Section 3. Elections

An open election shall be held annually by the corporation on a date to be determined by the board but in no event later than December 1st of each year. Any parent, guardian, or adult participant of the league who attends the meeting may vote.

A balloting committee shall be appointed by the president, three board members whose names do not appear on the ballot, and three adult members who are not coaches, assistant coaches, or spouses of board members, their duties will be to count and tally the ballot cast and report said count to president.

Section 4. Term of Office

Duly elected directors shall take office officially January 1st and shall serve for a period of two (2) years. After serving their term, they may elect to retain their position with Board approval and a vote of retention on the election ballot.

ARTICLE VI

Section 1. Standing Committees

A. Registration Committee

This committee shall have as its Chairperson the Director of Administration. It shall be the duty of this committee to:

1. Oversee and conduct the registration of all players into the Corporation.
2. Maintain current applications of all players in the Corporation.

B. Rules of Play and By-Laws Committee

This committee shall automatically have as its Co-Chairperson the Directors of Coaches and the Director of Player Personnel. It shall be the duty of this committee to:

1. Recommend to the board, for its approval, the Rules of Play, which shall govern all games.
2. Recommend to the board, for its approval, a Code of Conduct which all players and parents will be expected to abide by.

C. Trophy and Awards Presentation Committee

This committee shall have as its Co-Chairperson the Director of Public Relations and Special Events and the Director of Administration. The board shall not permit the contribution of funds or properties to individuals or teams but shall solicit it for the common treasury of the league, thereby to discourage favoritism among teams and endeavor to equalize the benefits of the league. It shall be the duty of this committee to:

1. Recommend to the board, for its approval, a set procedure concerning all special programs
2. Recommend to the board, for its approval, the agenda for the awards presentation
3. Obtain competitive bids for all awards and present it to the board for its approval

D. Field Maintenance Committee

This committee shall automatically have as its Co-Chairperson the Directors of Field Maintenance and Director of Operations. It shall be the duty of this committee to maintain all practice areas, game fields and buildings. All board members are automatically members of this committee.

E. Coaches Committee

This committee shall automatically have as its Co-Chairpersons the Director of Coaches. The committee shall be responsible for receiving all coaching applications for recommendation to the Board for its approval of coaches and assistant coaches for each team in the Corporation including intramural and travel team coaches. The recommendation for coaches will be a term of each season for intramural teams and two seasons for the travel team head coach, unless the committee deems the coach's actions unbecoming of the Corporation, then the travel team coach may be recommended to be replaced after one season. Coaches will be selected based on

qualifications and must be willing to submit to a background check. Only current board members may serve on this committee. All Divisions will only have one coach prior to the draft.

All applicants are to be interviewed by an appointed Director, recommended to the Board of Directors and a vote conducted. Majority vote carries.

The Junior Trojan head coaching position must also be approved by the Board of Directors. Providing the Junior Trojan coaching position is vacant, a committee is appointed to review applicants and to provide recommendations to the entire board. Serving on this committee shall be the President, Vice President and the Director of Player Personnel. The Jr. Trojan coach shall be selected no later than the March Board of Directors meeting.

F. Scholarship Committee

The committee is responsible for the selection of candidate(s) for the Annual Nick Schroeder Scholarship. A total of \$1,000.00 will be disbursed annually for this one time scholarship award.

Scholarship may be suspended in the case of financial hardship of the league. Such hardship will be determined by the board President and Treasurer and will require majority vote of the board.

The Center Grove High School Guidance Office and the Head Varsity Football Coach will distribute applications. Eligible candidates must have played one year of Bantam Football and played on the Center Grove High School varsity football team. The committee, consisting of the President, Treasurer, and the Director of Special Events, whose recommendation will be brought to the board for approval will review these applications. Prior to the start of the fall college term, with evidence of enrollment, a check made payable to the successful applicant and the college of this choice will be disbursed.

The Nick Schroeder Scholarship Award is in memory of Nick Schroeder who participated in the league for four years and whose parents also contributed to the league.

G. Concession Committee

This committee shall be responsible for all business connected with the concession stand. The Director of Concession Operations shall chair this committee. Other committee members will also include the President and the Treasurer of the league.

Section 2. Governing Committee Action

It is understood that all committee proposals, whether standing or special, are governed by board approval.

ARTICLE VII

Section 1. Regular Meetings

The board shall hold a regular monthly business meeting, the time and place to be approved at each previous meeting.

Section 2. Special Meetings

The President can call special business meetings. Only predesignated items of business may be discussed at such meetings. The Secretary will attempt to contact all board members.

Section 3. Procedures

A quorum, which consists of 2/3rds of the total Board of Directors, must be present to conduct any business at all Board of Director meetings. Unless expressly stated elsewhere in the By-laws, the board may only take action on a motion by a majority vote of the board membership (nine like votes).

Section 4. Proxy

The board will accept a proxy vote if the absent board member advised the president either in writing or verbally twenty-four (24) hours prior to the board meeting.

Section 5. Annual Meeting

The board at which time all adult members of the corporation shall be invited to attend shall call One (1) annual meeting.

ARTICLE VIII

Draft Procedures

1. Evaluate all players on an evaluation sheet being specific as possible.
i.e.: grade, age, experience, weight, 40 yd speed forward, aggressiveness, tackling, blocking.
2. Determine number of league teams. Starting with the letter "A" placed on the chalkboard continue to the right in alphabetical order until all teams are represented with a letter and corresponding column. These letters and columns will be used for the entire player-to-team slotting process.
3. Rate each player as a:
 - a. 1st, 2nd, 3rd round skilled players;
 - b. 1st, 2nd, 3rd round lineman;
 - c. 4th round plus skilled players or lineman.
 - d. X – last round player.
4. The slotting process:
 - a. Begin by slotting the running backs. Start with team "A" and slot all the 1st round skilled position on the board. Place the number two skilled position for team "B" and continue this way until each team has a first round skilled position. Next, slot the first 2nd round skilled position under the end team (or the team to receive the lowest rated first round skilled position). Place the number two second round skilled position of the next sequential team (going in reverse order of the first round skilled position's slotted) and continue this way until each team has a 2nd round skilled position. Continue this way, (in reverse order) for the third round. When complete, check the board to make sure the 2/3rd majority of all coaches are in agreement of their order.
 - b. Next, slot the lineman. Begin with the end team (or team to receive the lowest rated first round skilled position) and slot the number one lineman. Place the number two linemen for the next sequential team (going in reverse order of the first round skilled position's drafted) and continue this way until each team has a 1st round lineman. Next, slot the first 2nd round lineman under team "A". Place the second 2nd round lineman under team "B" and continue this way until each team has a second round lineman. Continue this way, (in reverse order) for the third round. When complete, check the board to make sure the 2/3rd majority of all coaches are in agreement of their order. Next, slot the last round players (X). Each team will receive one last round player.
 - c. Next, slot the remaining players beginning in round seven as close to their ranked abilities as possible by position. Continue reversing each round until all players are slotted.
5. When all players have been selected, make one final check looking for equity in size, speed, grade levels, etc. When a 2/3rd majority of all coaches are in agreement that all teams are as equal as possible, randomly draw the head coaches out of a hat. The first drawn head coach will have team "A", the second drawn head coach will have team "B", and so on.

6. If a coach's son is not on his team, the player slotted on the same line is switched with his team.
7. If a parent has written in to the Player of Personnel requesting that their child not play for a particular coach a change has to be made. The player requesting to be changed will be traded to a team via a blind draw and switched with a player of equal slotting from the team chosen.
8. ***Trades.*** ***A trade with another team will be allowed if the trade is of equal character, i.e. the first round pick for first round pick. This will require more than 50% of all coaches to agree. For trades outside the normal line, i.e. a first round pick for a second round pick, this will require more than ¾ of the coaches to approve in that particular age group. No more than 25 minutes shall be allotted for trades.***
9. The final review of the draft shall be done by the Director of Coaches and the Director of Player Personnel, unless one is in conflict with coaching.

ARTICLE IX

Post Season Play

Section 1. Pro Bowl Teams

Post season Pro Bowl teams will be formed in each of the 3rd, 4th, 5th, and 6th grade divisions. There may be more than one team in any grade division. A 2nd grade team(s) may also be formed depending upon interest, schedules and available competition. The CGBFL will support these teams. The total number of post season players will be a maximum of eighteen (18) per team. The CGBFL Board will be responsible for scheduling all games. The parents of all players selected will be responsible for all expenses related to playing on the team with the exception of a helmet and shoulder pads. Parents will provide all transportation to all games.

Section 2. Coaches

Coaches will consist of up to: 1 Head Coach, 4 Assistant Coaches, and 1 Team Parent.

By the 2nd week of the intramural season, in each division except the 2nd grade, all interested coaches in a head coaching position must submit their Pro Bowl Coaching Application for consideration by the Board of Directors. Head coaches and assistant coaches in the intramural league are allowed to nominate themselves as a Pro Bowl coach. If no Pro Bowl head coach applications are received in a specific grade division then one will be appointed by the Board of Directors. The majority vote of the Board of Directors will determine the head coaching position for each grade division. Head coaches will be selected and announced no later the 4th week of the intramural regular season. Once the head coach is determined he will select the remainder of the coaching staff after the post season team has been selected and posted. All assistant coaches must submit a Pro Bowl Coaching Application. Each head coach will present his staff to the Board of Directors for final approval.

In grade divisions that have more than one team, the A team coach shall have seniority in regards to pre-selection Pro Bowl team camps, player selections and team color selection.

In the 2nd grade division only, the Division Director will notify all intramural coaches of the league's intent to form a 2nd grade team(s) as soon as that determination is made and will ask all those interested in a head coaching position to submit a Pro Bowl Coaching Application. The head coach(es) will be selected and announced in as expeditious manner as possible. All other requirements listed for the 3rd-6th grade divisions shall apply.

Section 3. Nomination of Players

Each intramural league coach will nominate players from their team as well as the head coach of each Pro Bowl team. Nominations will be submitted by the end of the 5th week of the intramural regular season. The head coach, Division Director, Director of Player Personnel, all intramural league head coaches, and other designated Board Members will review and determine the final list of nominees for consideration for each grade division. In addition, players may be added to the nominee list at any time during the remainder of the intramural regular season at the request of their intramural team head coach or the Pro Bowl team head coach and agreed upon by the committee. For those players that are “playing up” a grade division in the intramural league and are nominated for Pro Bowl team consideration they must announce at the time of their nomination their intention to try-out for either the grade division of their intramural team or the next lower grade division that they typically would have participated.

Once the final nomination list has been agreed upon by the committee, the Pro Bowl head coach will be permitted to run one team camp per week to teach the offensive and defensive philosophies, schemes and techniques he will be utilizing. These camps may not begin until the 6th week of the intramural regular season and shall be limited to no more than 2 hours per session. Each player nominated will be informed of the camp dates and times by the head coach of the A team for each grade division. The head coach of the A team will be responsible for planning and conducting the camps and shall include the B team coach as well as any applicants for assistant coaching positions in the running of the camps. Camps will be prohibited on those days that the league is officially closed. The camps shall be partial contact for the express purpose of teaching skills and fundamentals. Pro pads (helmets, mouthpiece, shoulder pads, shorts/sweat pants, and cleats) shall be used for all drills where partial contact will occur. There will be no full contact drills or scrimmages allowed. The camps are completely optional to the players nominated. Attendance at the camps does not guarantee a player selection to a team. Likewise, players who do not attend will not be excluded from being selected.

In the 2nd grade division only, the same nomination process shall be utilized with the following exceptions:

- a. Nominations will be requested once the head coach(es) are named.*
- b. There will be no Pro Bowl camp.*

Section 4. Cheerleaders

No changes.

Section 5. Selection of Players

The player selection date will be on or about, but no sooner than, the end of the final week of the intramural regular season. The selection of players for each team will be determined by the following:

- a. Pre-season evaluations;*
- b. Position taken in the intramural league draft;*
- c. Season play; and*
- d. Each head coach’s specific team and position requirements.*

The post season teams will be selected by the head coach with input from the Division Director, Director of Player Personnel, all intramural league head coaches, and other designated Board Members (the selection committee). Team selections will be posted at the CGBFL fields and on the CGBFL website. Head coaches are expected to evaluate all nominees including those that are playing up in a grade division in the intramural regular season. If the head coach fails to evaluate a player(s) then the selection committee reserves the right to vote on that player(s) for inclusion on that specific team. Majority vote carries.

Players must play for the team for which they were selected. If a player does not want to play for the team for which they were selected then they will be replaced at the head coach's option and forfeit their selection. They will not be allowed to move to another team.

ARTICLE X

Amendments

The Code of By-Laws and/or Rules of Play may be altered, repealed or amended, in whole or in part, and a new Code of By-Laws and/or Rules of Play may be adopted at any regular meeting of the Board of Directors or at a special meeting of the Board of Directors by a 3/4ths like vote majority of those that are present but a quorum. Notice of any special meeting shall contain notice of such proposed changes.

ARTICLE XI

Fiscal Year

The fiscal year of the corporation shall begin on the first day of January in each year and end on the last day of December of the same year.

ARTICLE XII

The Hefley Award

In recognition of our league founders, Doug and Loretta Hefley, the "HEFLEY AWARD" has been established an annual sportsmanship award. By majority vote from his fellow teammates, the award is made to the 6th grade member of the Junior Trojans who has consistently demonstrated outstanding sportsmanship and fair play.

ARTICLE XIII

Purchasing Approval

For purchases exceeding \$100.00, the Purchaser must go to the level above for approval of said purchase. The President shall obtain concurrence from the Treasurer or Vice-President. See Appendix A for Organizational Structure.

This document was amended July, 2008. The Board of Directors approved these changes on July _____, 2008.

Signed: _____
Ron Cram, President

Ellen Huddleston, Director of Administration