

CONSTITUTION & BYLAWS
FORERUNNERS SPORTS ASSOCIATION, INC.
A Non-Profit Organization

Table of Contents

Article 1: Name, Purpose, Organization and Membership

Article 2: Governance

Article 3: Finance

Article 4: Duties of Officers, Directors and Other Key Personnel

Article 5: Memberships

Article 6: Amendments

Article 7: Registration

Article 8: Coaches & Coaching Regulations

Article 9: Players, Rosters & Teams

Article 10: Code of Conduct

Article 11: Policies & Procedures

Article 1: Name, Purpose, and Organization

- 1.1 The name of the Organization shall be Forerunners Sports Association, Inc., for purposes of abbreviation, acceptable names herein shall be the “Forerunners.”
- 1.2 Forerunners Sports Association’s Inc., (the Organization) may conduct business as Forerunners, Forerunners Sports Association.
- 1.3 Forerunners Sports Association, Inc., is a non-profit organization exempt from taxation under Section 501C(3) of the Internal Revenue Code. No part of the net earnings of Forerunners Sports Association, Inc., shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- 1.4 It is the policy of this Organization not to discriminate or tolerate discrimination of athletes on the basis of race, sex, age, religious beliefs, or physical handicap.

- 1.5 All leadership of the Organization shall sign an agreement to and support of the “Mission Statement” and the “Code of Conduct” of the Organization.
- 1.6 The mailing address shall be _____ unless otherwise designated by the Board of Directors.
- 1.7 Forerunners Sports Association, Inc. is a member of the Mid-South Association of Homeschool Athletics (MSAHA) and operates within the League Rules and Bylaws of the _____. The Forerunners Sports Association, Inc. Constitution and Bylaws do not supersede _____ bylaws.
- 1.8 The purpose of Forerunners Sports Association, Inc. shall be to promote the Gospel of Christ through youth boys’ and girls’ sports in the Hattiesburg, Southern, and Central Mississippi area and to further promote the development of leadership, character, sportsmanship, tolerance, discipline, and athletic ability, and to nurture youth fitness, volunteerism, and a lifelong love of sports. The organization was called Forerunners Sports Association, Inc. as an open option to include other youth sports at a later time if it is desired and voted on by the Board of Directors and membership as noted in the terms of an Amendment section of these By-Laws. The organization is organized exclusively for charitable, scientific, and educational purposes, more specifically to provide sports participation and youth services for the youth of Mississippi.
- 1.9 Mission Statement
- a) We believe: The Bible to be the inspired, infallible, divinely preserved Word of God, the supreme and final authority for all faith and life. That there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. In the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood on the cross, His bodily resurrection, His ascension, and His imminent bodily return in power and glory. That man was created in the image of God, but fell into sin and is therefore lost, and only those who put their faith in Jesus Christ alone, not trusting in any personal works whatsoever, can be saved. That salvation is the free gift of God brought to the sinner by grace and received by personal faith in the Lord Jesus Christ, whose substitutionary death on the cross paid the penalty for man's sin. That the ministry of the Holy Spirit is to convict mankind; indwell, guide, instruct, and empower the believer for godly living and service. That God created man and woman after His own Image, and that God has ordained marriage, consisting of one man and one woman, to be the foundation of the family and to be the only legitimate and Godly expression of sexuality. In the spiritual unity of believers through our common faith in the Lord Jesus Christ, and that individual doctrinal differences which may exist, outside of the aforementioned, should not hinder our unity.
- b) We are committed to instilling Honesty, Loyalty, Integrity, Teamwork, Discipline, Sportsmanship, Respect, Leadership, Trust, Commitment, and the importance of Education in our young participants. We believe these values and virtues are important

- to their growth and to them becoming active members of our community and society.
- c) We will instill in our youth the challenge of competition, the joy of victory, the reality of defeat, the importance of commitment, and community service.
 - d) These goals will be achieved through organizing our dedicated volunteers, caring parents, and business associates who wish to partner with our great youth sport program.

Article 2: Governance

- 2.1 The governance of the Organization shall be vested in the Board of Commissioners (Board). The Board of the Organization shall consist of the following seven (7) elected people; each to serve a two-year term:
Soccer Commissioner (1), Basketball Commissioner (2), Track Commissioner (1), Cross Country Commissioner (1), Archery Commissioner (1), Coach/Director Representative (1) and the Athletic Director (1).
The Executive Board will consist of the President, Vice President, Secretary, Athletic Director and will be considered officers. The President, Vice President, and Secretary shall be appointed by vote of the Board of Commissioners from the members of the Board.
- 2.2 In all instances of governance not outlined within the Constitution & Bylaws of the Organization, Roberts Rules of Order shall be the governing document unless otherwise noted.
- 2.3 The Board has the authority to appoint *Ad Hoc*, Standing Committees or Subcommittees that will aid in the administration and facilitation of the business of the organization under the direction and guidance of the Board. Volunteers or appointees to Forerunners, Inc., *ad hoc* subcommittees do not possess the authority to vote at regular board meetings but may be required to present recommendations to the Board of Commissioners.
- 2.4 Selection of Officers
Elections to fill Commissioner vacancies will generally be held in the month of June each year. The Soccer, Boys Basketball, and Track Commissioners, as well as the Coach Representative will be elected in odd years. The Archery, Girls Basketball, and Cross-Country Commissioners will be elected in even years. After the election and at the first meeting of the Board in July, the President, Vice-President and Secretary shall be elected by the sitting Board.
Each Sport Director will work with the Athletic Director to solicit and nominate potential Board members. Potential board members must meet the following criteria as a minimum:
- a) Must be in good financial standing with the association
 - b) They must have a child or dependent currently participating in the sport they are being nominated to represent or their child/dependent cannot be more than 2 years removed from participation in the sport due to graduation.

Any parent or guardian can seek a nomination, in the event of 3 or more nominees the sport director and the athletic director will narrow the list down to 2 nominees to be voted on at the annual meeting. The final slate of nominees will be posted on the association website two weeks prior to the annual meet. All members in good standing and with a dependent involved in the sport selecting a commissioner will be eligible and afforded one vote. No more than 2 votes will be allowed per participating family.

- 2.5 Officers may only be removed from office by a unanimous vote of the Board of Commissioners, but Officers being considered for removal from the board may not partake in a vote for his/her removal from office.
 - a) Any other Board Member may be removed by a majority vote of the Board of Commissioners whenever the best interest of the organization would be compromised by that individual being detrimental to the growth, reputation, or overall benefit of the organization.
 - b) In the event of death, resignation or removal, a successor shall be selected by the remaining Board of Commissioners who shall serve until the next scheduled vote for the vacated position.
- 2.6 Regular Quarterly Meetings of the Board of Commissioners shall be held at the designated office of Forerunners or in any other reasonable public meeting facility. Notice to Officers may take place via the Organization's Official Web Site, via e-mail, U.S. Mail, facsimile, or any other reasonable and accessible mode of communication. A quorum (three-fourths) of Commissioners must be in attendance in order to vote on any matter, except when otherwise noted herein, at all Regular, Special, or Emergency Board Meetings.
- 2.7 Minutes of meetings shall be kept on file and archived by the Secretary.
- 2.8 To protect the integrity of the organization no related members of the Board of Commissioners shall hold similar positions during the same fiscal year (i.e. brother/sister on the finance committee, husband/wife hold the President, Vice President, and Secretary positions).
- 2.9 Other than as stated in these by-laws No person shall hold more than one office.
- 2.10 The officers of this organization shall serve without compensation.
- 2.11 The sole authority to make modifications to this Constitution and By-Laws rests with the Board of Commissioners. Any member in good standing, director, coach or coordinator can make recommendations to the board for potential modifications. The Board will make a determination if changes are needed and a three-fourths majority Board vote shall be required to adopt any proposed change.

Article 3: Finance

- 3.1 A Business Checking and Savings account will be established for the Hattiesburg Forerunners. This account shall be used by the Board to fund Organization wide events or payments (ex. website fees, Board insurance, annual meeting expenses or accounting fees etc.). The current Board President, Athletic Director and the Secretary shall be executors of this account.
- 3.2 The Hattiesburg Forerunner account shall be funded through annual payments from each participating sports team. The Board will set this annual fee based on the prior year's expenditures and organizational needs.
- 3.3 Each sports team will also establish a separate checking account for use by that team. These individual accounts will be used solely for the sport for which they are established unless there is a three fourths board vote approving the transfer of funds between sport accounts. The Coach, Assistant Coach/Coordinator and Athletic Director shall serve as executors on the respective checking accounts of the Forerunners Sports Association. The Forerunners Sports Association board of directors shall have authority to review the expenditure and usage of funds.
- 3.4 The Fiscal year of the Organization shall be the same as the calendar year January 1 thru December 31.
- 3.5 Each sport shall prepare a financial statement to present to the Board Secretary one week before any scheduled board meeting or within 10 days of any request for such a report from them board. This shall include a signed copy of the monthly statements by a minimum of two account executors.
- 3.6 All expenditures shall be documented, and copies of receipts or duplicate checks shall be kept on file (hardcopy or digital) and available for review within 10 days of any request by the Board or other account signees.
- 3.7 Upon the close of each fiscal year the Athletic Director and/or each respective coach/coordinator will prepare all financial documents for tax filing purposes. Tax documents will be reviewed by all board members.

Article 4: Selection of Athletic Director

- 4.1 The Board will be responsible for the selection of an association Athletic Director. The Athletic Director will be selected in even years.
- 4.2 The Board shall announce their selection for Athletic Director prior to the vote for commissioners at the annual meeting.
- 4.3 There shall be no term limits for the Athletic Director. In the event that the Board desires to keep the incumbent AD they must consult the sport directors and the current AD before reappointing that individual for another term.

- 4.4 During the selection of an Athletic Director preference should be given to an individual that has served as a coach, sport coordinator or sport director in previous years.

Article 5: Selection of Directors and Coaches

- 5.1 The Athletic Director will be responsible for nominating Sports Directors to the Board of Commissioners for approval. Upon majority vote of the board the new Director will assume the duties of their position immediately.
- 5.2 The Sport Directors will work with the Athletic Director to nominate coaches and or coordinators as needed for each sports area.
- 5.3 The Sport Director can also serve as Coach for the sport that they oversee. In the event that the Director is operating as the Coach a majority approval vote will still be required for this dual role.

Article 6: Membership

- 6.1 Membership is limited to parents of registered athletes and active Directors, Coaches, and Coordinators.
- 6.2 Parents are limited to two votes per family regardless of the number of registered athletes or the number of sports athletes are involved in.
- 6.3 If a Director, Coach or Coordinator does not have a child participating then they will be limited to a single vote.
- 6.4 Membership allows an individual to submit proposed rule or by-law changes to the Board for consideration.
- 6.5 A member in good standing is defined as one with no outstanding past due fees to the organization, one that does not currently have any disciplinary actions and or restrictions placed upon them by the administration of the organization or has not been removed from an organizational events due to inappropriate conduct within the year.
- 6.7 Members in good standing are eligible to participate in annual elections of their sports board members, to be nominated to serve as organizational officers and to vote on any other issue deem necessary by the board.

Article 7: Roles and Responsibilities

- 7.1 The positions within the organization are Commissioner, Director, Coach, Coordinator, Parent and Athlete. Each position/participant has a vital role and responsibility to the

organization. Each person filling a role within the organization will be required to sign a statement of faith and a conduct of conduct form. These forms will be specific to the position/role that they occupy within the organization.

- 7.2 Commissioners are the main governing body of the organization and manage the oversight of the Athletic Director and finances. They are not required to participate in all organizational activities. The board is the final arbiter of disputes and or disciplinary actions that cannot be settled at the Athletic Director level. Members of the Board of Commissioners must agree to, sign and support the organization mission statement and the code of conduct.
- 7.3 The Athletic Director is the daily manager of the organization. They will seek out new directors and present them to the board when director vacancies occur. They will serve as one of the executors on all organizational bank accounts. They will work with and support the directors in managing and maintaining operation of the various sports teams. This is not to suggest that the Athletic Director is required to participate in ALL organizational activities but rather to assist directors in their areas of responsibility. The Athletic Director will be the arbiter of any dispute or disciplinary action that cannot be handled at the Sport Director level. The Athletic Director will also be responsible for the researching and purchasing of liability insurance for the overall organization. Individual sports directors will manage the individual sports insurance needs. The Athletic Director will also be responsible for securing a location and any necessary supplies for the annual meeting. The Athletic Director will be the primary representative of the organization to any association joined by the organization. The Athletic Director will also be assigned additional duties from the board when necessary.
- 7.4 Directors will be responsible for managing an individual sport. Directors may serve as a coach within their sport but will not be required to coach. The sport director will be an executor on the bank account for their given sport and will manage the daily operation of that sport. They will be responsible for assisting the athletic director in seeking coaches to fill any vacancies. They will assist the coaches in managing the annual schedule, practices, games/meets/competitions. The directors will be responsible for researching and purchasing liability insurance for their respective teams. The directors will manage the finances of their sport and serve as the first line of dispute or disciplinary resolution beyond the coach. The director will be responsible for seeing that all financial reports are prepared and submitted within the guidelines of the organization. They will maintain an inventory of all equipment purchased by their sport.
- 7.5 Coaches will work directly with the athletes and manage practices and competitions. The individual coaches will be responsible for developing and implementing practices appropriate for their sport and for the age of their participants. Coaches will work directly with the directors in the planning of practice and competition schedules. The coach's primary role will be the instruction and development of the athletes. They will assist the director with administrative functions when necessary.

- 7.6 Coordinators will serve as individual sport administrators to assist in the operation of their sport. The coordinator may or may not be a coach within their sport. The main function of the coordinators will be to assist the director or coaches in the logistical operation of their sports area or team. Coordinators can be established by sport or by team as needed. Coordinators can be executors on their sport's bank account. They will assist the director in the tracking of finances, travel plans, competition logistical support (volunteer organization, concession, travel etc) and other duties vital to the operation of the teams.
- 7.7 Parents are vital members of the organization and are necessary for the successful operation of the organization. They are responsible for getting their athlete to and from practice and games or coordinating with someone to assist with this issue. They are encouragers to the officers of the organization as well as the athletes. Parents also must help model and reinforce the code of conduct to the athletes.
- 7.8 Athletes are the focus of the organization. They must be committed to their team and the organization. They must be regular attendees to practice and competitions. They must commit to work and abide by the rules set forth by their coach, directors or the board.
- 7.9 Any member of the organization that does not fulfill their role as describe above, abide by the direction of the officers of the organization or fails to uphold the rules set forth in the code of conduct for the organization will face disciplinary action of the organization. The first steps of discipline will be the responsibility of the coach to act upon through face to face counseling or some form of active discipline (examples would be running laps or sprints, cleaning equipment after practice or a game etc). The coach can also suspend athletes from practice or competition if necessary. If the infraction is sever in nature the coach can go straight through to whatever level is necessary following the chain of sport director to athletic director or board. Parents can also be suspended if they fail to uphold the rules and the code of conduct. Any parent or athlete that is suspended or disagrees with a coach's disciplinary actions can appeal that decision or action through the same chain of command.