

THREE RIVERS YOUTH FOOTBALL LEAGUE POLICIES AND PROCEDURES

1. Introduction

- a. The Three Rivers Youth Football League (TRYFL) is an informal association of communities located in Central Minnesota organized with the intent to provide a football league for youth in the grades of 4-6. The League has grown tremendously over the past few years due to the cooperation of the volunteers in many different communities. In 2006 the League grew to 32 teams from 6 different communities. In 2008 we are looking at approximately 39 teams. New communities are welcome to apply to join our league. We are growing as the population of our region grows and we welcome the opportunity to provide a valuable tool for our local youth.

2. Philosophy and League Functions

- a. The league is organized with the intent to promote, organize and coordinate the activities of its member communities with the goal of enhancing the quality of football in our area. The league is an informal organization, and operates with a minimum of rules, regulations, policies and procedures. League members believe that the focus of the organization should be on providing youth with the opportunity to play football and increasing overall participation in the sport, and should not be on the personal agendas of various adults who are not interested in the long term growth of the sport.
- b. The basic operating functions of the league are summarized as follows
 - i. Provide a simple and functional framework that allows teams from the various participating communities to play each other, thereby allowing participating teams to play teams from several different communities.
 - ii. Establish a uniform set of playing rules and provide training for referees to maintain consistency in the enforcement of playing rules.
 - iii. Develop and maintain game schedules for each grade division among the participating communities, including a playoff system for those communities.
 - iv. Provide a mechanism and authority for receiving, investigating and resolving complaints.
 - v. Establish registration deadlines

3. Organization

- a. The TRYFL functions on an informal basis as possible. Operation of the TRYFL is governed by the following simple rules.
- b. The TRYFL will operate with a simple Board of Trustees with a representative from each participating community taking one of the following roles.
- c. Three members representative of the participating communities who no longer have a child participating in the program will be chosen as an unbiased voice for the league. The Trustees will only vote on matters if there is a tie.
 - i. **Community Representative**- Each participating community will select 1 person as their TRYFL Representative. This person will be responsible for attending the TRYFL meetings and coordinating all TRYFL activities with their community. Also they must assume one of the following positions except for Commissioner. The Commissioner will be a Trustee.
 - ii. **Commissioner**-Participating communities will elect a commissioner in July of each even number year. The Commissioner will serve a two year term. The Commissioner is responsible for coordinating and running meetings, revising and distributing league rules, maintains the official league rosters from each team and acting as the final arbitrator of any disputes that might arise.
 - iii. **Scheduling coordinator**- initiated the scheduling process
 - iv. **Website coordinator**- Deals with the webmaster and gets all pertinent information communicated between the webmaster and each community.
 - v. **Referee Coordinator**- Sets up the schedule for referees of all the games, Schedules and hosts a preseason clinic which will allow people who want to referee the opportunity to get certified and sets up and requests pay for the referees, handles any issues that may arise with the referees
 - vi. **Secretary**- Maintains league records, including meeting minutes and community contact information. Ensures trophies are ordered properly,
 - vii. **Treasurer**- Maintains the league checkbook and ensures all dues are received and verifies all requests for payment in a timely fashion. Checks over the amount of \$200.00 must be signed by the Commissioner and the Treasurer.
 - viii. **Meetings**-The TRYFL will conduct 2 pre season meetings in the summer of each year and 1 post season meeting in November of each year. Meeting dates, times and place will be determined by the Commissioner. The Commissioner may call special meetings as needed. Notice of all meetings will be sent via email.

- ix. **Votes-** Any formal proposal to amend league policies, procedures, bylaws or playing rules, or to sanction a player, coach, team, or participating community must be approved by a majority vote of the participating community representatives present at the meeting at which the vote is taken. Each community will receive votes based on the number of TRYFL teams (i.e. grades 4-6 teams) that they fielded the previous season. A community that fielded 1-3 teams will get 1 vote, 4-6 teams will get 2 votes, 7-9 teams will get 3 votes etc. The Commissioner will maintain a record of votes per community for each season.
- x. Voting was changed for the 2008 season. The following will replace voting this year.
- xi. Each community gets 1 vote. The community rep must be present at the meeting to vote. Trustees only vote in the case of a tie. If it is decided to vote on at that meeting it is voted on and the result stands. If something is voted on and someone wasn't present at the meeting and wants it changed it can not be changed until next scheduled meeting for a vote
- xii. Confirmation of participation- Each participating community must confirm their participation in the upcoming season no later than June 1st. Confirmation must be sent to the Commissioner by email or other written form