

**City of Vestavia Hills Parks & Recreation
1973 Merryvale Road
Vestavia Hills, AL 35216
205.978.0166**

Memorandum

November 10, 2020

TO: Park Board Members

FROM: Jason Burnett
Superintendent

RE: Park Board Meeting

Please find the packet for the Park Board Meeting scheduled for Tuesday, November 17, 2020 at 7:00 a.m. at the Vestavia Hills City Hall ECR (1032 Montgomery Hwy).

The packet includes the following:

- Agenda for regular meeting on 11/17/2020
- Minutes from regular meeting on 9/15/2020
- Minutes from work sessions on 10/23/2020 & 11/6/2020.
- Miscellaneous Reports

Please let Sandi Wilson know if you won't be in attendance.

CC: Parks and Recreation Staff Members



**CITY OF VESTAVIA HILLS
PARKS AND RECREATION BOARD MEETING
November 17, 2020**

ASHLEY CURRY
MAYOR

BRIAN DAVIS
PUBLIC SERVICES
DIRECTOR

1. Call to order
2. Invocation & Pledge of Allegiance
3. Recognition of outgoing member Earl Lawson
4. Approval of September 15, 2020 regular meeting minutes
5. Approval of October 23, 2020 work session minutes
6. Approval of November 6, 2020 work session minutes
7. Recreation Superintendent's Report – Jason Burnett
8. Program Superintendent's Report – Sandi Wilson
9. VHAC Report – Jeff Corley
10. Mayor's Report – Ashley Curry
11. Public Services Director's Report – Brian Davis
12. Old Business – None
13. New Business – Proposed Fee Changes for 2021
Proposed Rental Cost from VH Girls Basketball competitive teams
Proposed By-Law Changes for VH Boys Basketball
14. VHPR Foundation Report – Leigh Belcher
15. Concession Report – Frank Hernandez

16. League Reports

Baseball – Efrain Horta	Lacrosse – Kirk Abernathy
Basketball (Boys) – Neil Gilbert	Soccer – Rocky Harmon
Basketball (Girls) – Ben Smith	Softball – Clayton McKinnon
Cheerleading – Elise Hollinhead	Swimming – Rebecca Hartsough
Football (Flag) – Terry Sparks	Volleyball – Aarin Mitchell
Football (Tackle) – Keith Williams	

17. Citizen Comments

18. Upcoming meetings –

- a. Next work session will be on _____ @ 11:30 a.m. at _____.
- b. Next regular meeting will be Tuesday, January 19, 2021 at 7:00 a.m.

19. Motion for Adjournment

Ashley C. Curry
Mayor



Brian C. Davis
Public Services Director

City of Vestavia Hills

Parks and Recreation Board Meeting Minutes

September 15, 2020

Meeting was called to order at 7:00 am by President Mitch Bevill. Members present were: Mitch Bevill, Kirk McCulley, Liles Box, Danny Marshall and Councilman Paul Head. Mayor Curry and Earl Lawson were unable to attend the meeting. Park and Recreation staff members present were: Jason Burnett, Jeff Corley, Brian Davis, Jim Treest and Sandi Wilson. Guests in attendance were: Clayton McKinnon (VHGSA), Oliver Aaron (VHHS Swim), Bradley Medrock, Jason Tortorici (VHSC), Rocky Harmon (VHSC), Frank Hernandez (VHPR Concessions).

Invocation was given and pledge was led by Mitch Bevill.

Kirk McCulley made a motion to approve the July 21, 2020 meeting minutes, Paul Head seconded the motion. Motion passed unanimously.

Liles made a motion and Kirk McCulley seconded to approve the August 21, 2020 work session minutes. Motion passes unanimously.

Superintendent's Report:

Jason Burnett:

- New batting cages frame and turf in between LP 3 and 4 to replace old.
- Our staff has started performing facility checks at all of our parks and documenting it for Moose to take a look at.
- West elementary PE classes are in our gym M-F so they can space out properly due to pandemic.
- The BOE has allowed me to attend their Athletics Capital Design meetings as they look into their future strategic planning.
- Sportsman training continues with our staff.
- The Futsal/Pickleball courts are near completion out at SHAC. We will keep you updated as more information comes in. We have an on-site meeting tomorrow.

Sandi Wilson:

- National Senior Day Drive Through Celebration went well. There were around 150 senior adults who came through.
- Karate has started back at the Recreation Center on Tuesday and Thursday afternoons and Saturday mornings.
- Planning a Scavenger Hunt for October.
- The new New Merkel Community Building is coming along good. Construction is in full swing.
- Jazzercise has moved classes to Central Gym. Monday through Friday mornings.
- We were awarded a grant to use for Senior Transportation. Looking at purchasing a new bus and providing routes.
- Senior Softball is going well. We have 4 teams total playing every Wednesday morning through November 4, 2020.
- Mitch asked about Senior Transportation – Sandi reported that with current guidelines we are unable to offer it at this time.

Aquatic's Report:

Jeff Corley:

- Great numbers for opening 2 weekends for the Aquatic Complex. He handed out a form with numbers. Concessions have been good. Just a few minor issues.
- Mitch asked about adding chairs, Brian responded that we would be adding chairs with the 20/21 budget and moving the tables that are located in the middle of the deck.
- Planning to stay open as long as we can depending on lifeguard availability and weather. This past weekend had to close one area of the main pool due to staffing. We did hire 2 new guards this week.
- Swim and Dive Team practice started yesterday (September 14, 2020). (reported by Oliver Aaron)
- Pickleball is going strong. Planning to do a tournament at SHAC when the new courts open. Possibly November 14th and 15th.

Public Services Director Report:

Brian Davis: Brian deferred his time to Bradley Medrock for his small scale "City Stages" event idea at Wald Park. Bradley had presented to Brian and Jeff Downes and it was suggested that he then present to the Park Board.

Bradley Medrock: Vestavia Hills Class of 1999. He moved back to Vestavia Hills this past summer. He is looking to do a modest size Music Festival and thought it would be a good opportunity with the opening of Wald Park. He had a good conversation with Mayor Curry and Mr. Downes and received the preliminary ok and was directed to the Park Board to sign off on the event before he could move forward. He would need the Wald Park Space in its entirety to do the event correctly. The date he would like to pursue is Father's Day Weekend 2021. He would like to have 3 stages – 1 in the green space, 2nd stage on property and a 3rd being a children's stage up on the property parking lot – north of the baseball field. They would offer a drive-in option with a large screen to allow persons to see and hear from their cars. He works with several major companies (Apple, Pandora, Microsoft, Mercedes) that want to be a part of this event. They would offer a diversity of Acts including several local and schools. Music Festivals usually have "made up" names. He was thinking "Uphoneus" which means pleasing to the ears. It will be a family friendly event.

Mitch asked that he send the Park Board the presentation and bring more information about the event to the Park Board work session.

OLD BUSINESS: NONE

NEW BUSINESS:

- VHPR Youth Sports Fees: Mitch sent out a Proposed list of fees for Spring 2021. There were questions and concerns with the amount of the "jump" from past amounts. Much discussion on the resident competitive fees. The consensus was that the competitive league does use the fields more times per week thus the fee should be more than the recreation league. Kirk made a motion to amend the proposed amount for the Resident Competitive from \$70.00 to \$55.00. Paul seconded the motion. Motion Passed. The Camps and Tournament fees prompted more questions with who would be charged and how are they being charged currently. It was also pointed out that they do not want to conflict with any of the Park and Recreation Departments ideas. Brian stated that he and his staff are planning to host and or partner to host tournaments in the coming year. Rocky had sent a counterproposal to the Proposed fees and asked that the Park Board consider. Kirk requested that he speak on his proposal. The Park Board asked him several questions about tournaments, leagues. The High School experience starts with the Freshman. They have to abide by the 50% rule. Every team does have VH residents on the team. The Liberty Bowl tournament has around 100 teams with 25 of those being VHSC teams. Kirk asked how the VHSC fees compare to other programs in the area. Rocky stated that they charge more because the city charges them more. Rocky stated that the player fees are the big deal. He asked that they consider incremental increases and not one big increase. Paul stated he is not comfortable voting on any of the proposed fees today. Kirk stated he definitely has more questions. He invited Rocky to the next work session. Kirk asked what is the level – competitive to get players here verses other places. Rocky stated that everyone is going out and recruiting and a lot of money goes into scholarships for the children. Discussion on voting or not on tournament fees or tabling with the player fees. Kirk and Paul both suggested to table all the discussion until the next work session. Clayton McClennon with

VH Softball stated that most cities in the area charge \$100.00 or \$150.00 per field and that the consensus in the area is that Vestavia Hills does not want to host tournaments.

- **Facility Scheduling:** Effective January 1, 2021 all Vestavia Hills Parks and Recreation Facilities will be scheduled through the Vestavia Hills Parks and Recreation Department. Kirk McCulley made the motion and Paul Head second, Motion approved.
- **Recreation Center Gym Rental Fees:** *Current Rental rate is \$35.00 per hour for the full gym for anyone who wishes to rent. * Kirk McCulley is not in favor of non-resident rentals or maybe only during non-peak times to restrict the number and times. Mitch disagrees. Jason stated that this does not include programs. We have a contract with program instructors for 25% of payments. Danny asked who would monitor the resident verses non-resident. Jason stated that he would. He also noted that this year due to COVID and the fact that we were one of the only gyms in the area open it was a very different situation than normal. He also stated that there are open gym times for members.

Paul Head made a motion and Liles Box second to change the rental rates in the Recreation Center gym to:

Resident Hourly Rate (Renter is a resident and 75% of team roster are residents)	\$25/hour – ½ court	\$40/hour – full court
Non-Resident Hourly Rate	\$35/hour – ½ court	\$60/hour – full court

Motion passed with one opposed.

- **Brooks Souder's field request:** There were 2 teams 1-baseball and 1-softball who missed the deadline of August 15 to request field space. Mitch asked who they would have to go to in order to book now, Jason responded that they would book through him and they would also pay him. Kirk made a motion and Paul seconded to allow them to use the fields. Jason will follow up with the teams.

VHPR Foundation Report: All the bricks are in. They are going to continue to work on campaign.

Concession Report: Frank Reported that at the end of July revenues were \$10,000.00 in sales. August there was only one event and revenues were \$800.00. September has a total of \$8000.00 so far with \$3000.00 being Labor Day weekend at the opening of the Aquatic Complex. Frank asked the permission of the board to work on an app so that people can order and then come pick up concessions when they are ready.

Baseball:

Basketball – Girls & Boys: Registration has started.

Cheerleading: N.A.

Flag Football: Report included. They are currently playing.

Tackle Football: N.A.

Lacrosse: N.A.

Soccer: Report Included.

Softball: Report included. Clayton McKinnon was in attendance. They are interested in hosting a tournament this year. He will talk with Jason. VHPR will be hosting the ARPA State tournament in 2021.

Swimming / Rebecca: N.A.

Volleyball: Report included.

Wrestling: N.A.

Next work session will be October 23, 2020, 11:30am in the ECR – Jason will confirm.

Next regular meeting will be November 17, 2020, 7:00am in Council Chambers.

Kirk McCulley made a motion to adjourn, Liles Box seconded the motion. Meeting adjourned at 8:21am.

Respectfully submitted,

Sandi Wilson

Proposed

Camps / Tournaments	25% of registration or \$200 per field per day
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Recreation Players	
Residents	\$ 35.00
non residents	\$ 65.00

Competitive Players	
Residents	\$ 70.00
non residents	\$ 130.00

Recreation Players

Use of the facilities for up to 3 times per week with 90 minute sessions
Competitive Players:

Use of facilities up to 5 times per week for with 120 minute sessions

Seasons

All seasons are considered 4 months or less

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Memorandum

September 4, 2020

TO: Park Board Members

FROM: Mitch Bevill
Park Board President

RE: Facility Scheduling

As a part of our September Park Board meeting we will be voting on the following:

Effective January 1, 2021 all Vestavia Hills Park and Recreation Facilities will be scheduled through the Vestavia Hills Park and Recreation Department.

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1973 Merryvale Road
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Memorandum

September 4, 2020

TO: Park Board Members
FROM: Jason Burnett
P & R Superintendent
RE: Gym Rental Fees

From our generated discussion at our previous work session of 8-21-20, it is recommended that the following be considered for Gym Rental Fees.

Resident Hourly Rate (Renter is a resident and 75% of team roster are residents)
\$25/hour – ½ court
\$40/hour – full court

Non-Resident Hourly Rate
\$35/hour – ½ court
\$60/hour – full court

It was also discussed on not allowing non-residents to rent the gym at all. This is for your consideration as well.

VESTAVIA HILLS YOUTH FLAG FOOTBALL

Vestavia Hills Youth Flag Football

- Registration was completed in mid-August – current year participation is 351 players (up from 342 last year)
- Practices for the fall season have begun at Cahaba Heights Elementary, Sicard Hollow Athletic Complex and Pizitz football field
- Fall season games will begin on Saturday – September 12th and regular season games will continue through October 31st
- Playoffs for the VHYFF fall season will take place the week of November 2nd – 5th – with championship games taking place on November 7th
- Additional league information can be found at: www.vhff.net



VESTAVIA HILLS SOCCER CLUB

*HOME OF THE ATTACK
HOME OF THE STEAMERS*

1973 Merryvale Road
Vestavia Hills, AL 35216
www.vestaviasoccer.com

Tel: 205-978-0182
Fax: 205-824-5018
E-mail: yhsoccer@bellsouth.net

Soccer Club Report for Parks and Recreation Board September 2020

Fall soccer is in full swing. Our competitive teams started back August 2nd, while our recreational teams started this week. Fall recreational numbers are off by about 150 players, and we gave 296 players free soccer this fall as credit from last spring.

We were able to hold two weekends of Liberty Cup, where we banned tents and benches (a current norm in youth soccer), and required masks at entry. Things went smoothly.

Unfortunately, many things like Rec Skills Training, Top Soccer, and Reading Buddies with the Kindergartens are currently on hold due to covid mitigation polices.

Let me know if you have any questions or concerns.

Respectfully submitted by:
Rocky Harmon
Executive Director

VHGSA Softball:

- New board in place and up and running.
- Registration is complete and we have just over 120 girls registered which is great for fall ball.
- helping those numbers is that we've allowed Mountain Brook to combine with us and play in our league while their fields are being renovated. This is a win win for both leagues because it gives us more opportunities with numbers and it also allows MB girls to get to play too. All MB registrants did have to pay a \$10 non-resident fee.
- We will finalize teams this week but it's looking like: 4ea - 6U teams, 4ea - 8U teams, 3ea - 10U teams, and 3ea - 12U teams
- The plan right now is for all 6U practices & games to be at the Pizitz field and for 8U, 10U, and 12U to play on LP Fields 2, 3 & 4 unless playing away games.
- schedules are still being finalized right now.
- Teams will be selected on Wednesday 9/2
- Practices will be on Sunday afternoons prior to games beginning on Sunday, 9/20. No rec practices once games start. Games will run through Sunday, 10/25.
- So far we are scheduling out of park games with Hoover and Oak Mountain but we may need others to finalize the schedule.
- Also practicing at LP or Pizitz are 8U all star team, 10U travel team, 12U travel team, and 14U travel team. All of which are majority VH residents.

Vestavia Hills Girls Volleyball

August 2020 Report

- Fall Season
 - Postponed season until the spring
 - Refunded money to players that already registered
 - Will re-evaluate Covid situation in January

Vestavia Hills Parks and Recreation Board

Work Session Agenda

10-23-20, 11:30am, City Hall ECR (1032 Montgomery Hwy)

Attendance: Mitch Bevill, Lyles Box, Earl Lawson, Kirk McCulley, Danny Marshall, Paul Head, Jason Burnett, Brian Davis, Sandi Wilson, Jeff Corley

1. Music Festival (Bradley Metrock)
2. Boys Basketball By-Laws (Neil Gilbert)
3. Park and Rec Fees
4. Construction Projects
5. Rec Basketball COVID Guidelines

Vestavia Hills Parks and Recreation Board

Work Session Agenda

11-6-20, 11:30am, Rec Center

Attendance: Mitch Bevill, Earl Lawson, Lyles Box, Paul Head, Jason Burnett, Sandi Wilson, Jeff Corley

1. Music Festival
2. Park and Rec Fees 2021
3. Field Rental fees 2021
4. Wald Tennis RFP



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Soccer Club Report for Parks and Recreation Board November 2020

Fall soccer is still going strong. We have the Final Four of State Cup in Foley this weekend.... We have 5 teams that have made it to the finals.

The competitive program has had a few cancelations due to covid issues with our team, or the opponents. We have created a covid reporting portal, where once the form is submitted, it goes to a committee of doctors and myself, so they can rule on each case.

Mitigation efforts include new signage, and no tents or team benches allowed to promote social distancing. Also, our coaches are instructed to mask up at all times, unless socially distant.

Recreational soccer has had a great season, due partially to few rain-out, great facilities, and a surprisingly small number of covid cases. We awarded over \$49,000 in family credit vouchers this fall, to players who were registered for the truncated Spring 2020 season.

One of the casualties of covid was the TopSoccer Program, which we had to push to spring (hopefully!).

Recent events (all via Zoom) include our annual College Night (over 200 families joined the call), and our first ever Town Hall Health Check, where we had our covid committee present recent findings and take questions.

Let me know if you have any questions or concerns.

Respectfully submitted by:
Rocky Harmon
Executive Director

VHGSA
Nov 2020

- Fall season was successful in our "JV" with Mountain Brook softball. They were appreciative letting them play with us and may even join us again (for some age groups) if their numbers are down in the spring.
- Our 8U All Star team was the USSSA state champion. Press release was published by Vestavia Voice
- most of the travel teams are done with their season.
- we'll begin planning for spring in December/January VHGSA meetings.

Vestavia Hills Youth Flag Football

Final Registration numbers totalled 351 participants – in age groups from 1st grade through 9th grade.

The Final Regular Season games took place on October 31st – with playoffs continuing through November 7th.

League information is updated and maintained at www.vhff.net.

Girls rec basketball season tips off with the league-wide Jamboree on November 21. We have over 250 girls playing in grades K-7. Practices began October 26 and the regular season begins on Saturday, Dec 5. Play will continue through February 13.

Vestavia Hills Girls Volleyball

November 2020 Report

- Spring Season
 - Tentatively for March 1st until the beginning of May
 - Will reevaluate the Covid situation in January

VHPR Facility Prices

Proposed November 17, 2020

Only city employees can receive a \$25 discount.

Non-profit organizations' fee is a 50% discount with a maximum of two rentals per year.

* (Applies to specific spaces below)

1) \$500 refundable deposit included in the price below

2) In addition to the rate below an event monitor rate of a minimum of \$60 for the first 3 hours and \$20/hour thereafter will apply.

3) Other fees may apply depending on the amenities and services required.

***Dogwood Room**

- Resident \$1,200
- Non Resident \$1,325

***Vestavian Room**

- Resident \$1,000
- Non Resident \$1,125

***Gym (event)**

- Resident \$1,000
- Non Resident \$1,125

Gym (non-event)

VHPR Sports \$35 per hour

Resident Hourly Rate (Renter is a resident and 75% of team roster are residents)

- \$25/hour – ½ court
- \$40/hour – full court

Non-Resident Hourly Rate

- \$35/hour – ½ court
- \$60/hour – full court

Pavilion (Wald and SHAC)

- 1-30 people \$25/hour
- 31-100 people \$50/hour

Civic Center

- Meeting Rooms \$35/hour

Recreation fees from VHPR sports per season

- \$35/resident
- \$65/non-resident Effective 1/1/2021 \$75 1/1/2022 \$85

Fees from non-VHPR sports per 3 months

- \$60/player

VHPR Sports Athletic fields \$175 per day

Athletic Fields (softball, baseball)

- \$35/hour (two hour minimum)
- \$250/day
- Registered travel teams (as defined by the Field Use Policy) may use the fields at no cost for practice games or official games if they are playing another registered travel team. Games, tournaments, practice games or scrimmages involving any non-registered travel teams when a registered team is hosting the games, the fee is \$50/game, not to exceed \$250/day.

Athletic Fields grass (soccer, football, lacrosse)

- \$60/hour
- \$500/day

Athletic Fields at SHAC (soccer, football, lacrosse)

- \$70/hour
- \$600/day

Pool

- Membership: \$35/senior citizen; \$70/resident (12U); \$85/resident; \$300 family cap rate. Non-residents are doubled. 50% discount halfway through season.
- Rent pool \$75/hour

Outdoor Courts

- \$10/hour for Pickleball court or Tennis court.
- \$35/hour for Futsal court.

Programs

- 75%/25% split

VH Girl's Rec Basketball
OTM League Proposal

Executive Summary

The VHYGB "sanctions" competitive teams for girls in the 3rd-6th grade. VH Coaches that put together OTM or Competitive Teams can be sanctioned by the Board of the VHYGB. Once approved these teams can use Rec/School Gyms for practices, use Rec Uniforms and use other Rec Equipment (basketballs, blocking pads, cones, pennies, etc...). To be sanctioned the players on each team's roster must play in the rec league, the coaches must coach in the rec league or meet the same requirements as rec coaches. In addition, while we do not formally assign players to teams (although we may in the future), we do help put teams together & we try to find a spot for any girl that wants to play OTM/Competitive who has the capacity to do so.

This year our OTM teams have requested to play some Jingle Bell Jam games and some OTM League games in VH gyms where space allows and so that there is no interference with rec league games or practices. The OTM League will provide all the necessary agreements and insurance as required by the VH BOE.

This request was made to the Athletic Director and Assistant Superintendent over facilities and the request was approved.

In exchange for gym use, we are also proposing a per game fee that includes the cost of the gym monitors plus an additional amount for the gym rental. The total fee being proposed is \$35 per game. The fee will be paid by the OTM League. As the Jingle Bell Jam is a fundraiser for charity, we are proposing that VH make a donation of \$20 per game from the collected fees, back to the JBJ to support the fundraiser.

For regular OTM League games the \$35 per game fee would cover the \$10 per hour for the gym monitor and \$25 will go back to the Rec Dept for future use by the Girl's Rec League.

VESTAVIA HILLS PARKS AND RECREATION
Youth Boys Basketball
By-Laws

PURPOSE STATEMENT

This document represents the By-Laws under which Vestavia Hills Youth Boys Basketball, Inc. (VHYBB) is governed. The primary purpose of VHYBB is to provide boys the opportunity to compete in the game of basketball in an environment that encourages the development of core skills and fundamentals. The overall objective of VHYBB is to facilitate an increase in the knowledge, skills, sportsmanship and self-esteem in each participant.

I. GOVERNING BODY

A. Autonomous Organization

VHYBB is an autonomous organization; provided however, that the Vestavia Hills Parks and Recreation Board (“the Parks Board”) shall have ultimate responsibility for making all supportive and administrative decisions and coordinating all parks activities.

B. Establishing Rules

1. VHYBB shall establish and enforce Organizational Rules, League Rules, and safety standards.
2. These rules shall address good sportsmanship and conduct of all league participants as well as coaches, referees, and spectators.
3. These rules shall include, without limitation, the prohibition of the use of alcohol, tobacco, profanity and harassment of players, coaches, and referees.
4. While the VHYBB Executive Board will have ultimate responsibility for enforcing such rules, all league directors, coaches, and referees shall also be expected to abide by and help enforce the Organizational Rules, League Rules, and safety standards.

C. Enforcement of Rules

1. VHYBB shall have the necessary authority to enforce disciplinary rules set forth in its By-Laws and rules governing play.

2. The Parks Board may take such action, as it deems appropriate should VHYBB fail to comply with any provision of the By-Laws.

D. Members of VHYBB

A MEMBER of VHYBB shall be defined as the parent(s) or legal guardian(s) of the participant(s) in the program during the prior or current fiscal season.

E. Oversight of Park Board

1. The Parks Board shall have authority to remove any officer of the VHYBB Executive Board.

2. Should the Park Board deem it necessary to remove an officer, said individual may not later be reinstated by VHYBB, nor may said individual be eligible to hold any other office of VHYBB.

II. EXECUTIVE BOARD

A. Voting Executive Board Members

VHYBB shall have an Executive Board that will consist of a President, a Vice President, a Treasurer, a 6th – 12th Grade Divisional Representative, and a 1st - 5th grade Divisional Representative.

B. Non-Voting Executive Board Members

The Executive Board shall have two non-voting members.

1. Parks Board Representative

a) A Parks Board member shall serve as a non-voting member of the Executive Board. The Parks Board member may not serve in any other capacity within the VHYBB other than assistant coach.

b) The Parks Board President shall appoint the Parks Board representative to the VHYBB.

c) The Parks Board member of the Executive Board shall schedule and coordinate the use of all park facilities.

2. Vestavia Hills High School Varsity Boys Basketball Coach

At his discretion, the Vestavia Hills High School Varsity Boys Basketball coach shall serve as a non-voting member and advisor to the VHYBB Board.

C. Term of Voting Members of Executive Board

1. The voting members of the Executive Board shall be elected by the members of VHYBB and shall serve as the voting body of VHYBB for the then current year's term.
2. If any Voting Member is unable to complete his/her term of office, the Executive Board shall appoint a person to complete the term of office to fill such vacancy; provided however, if the President is unable to complete his/her term, the Vice President shall serve the remaining term of the President and the Executive Board shall appoint a person to fill the Vice President's position. All members of the Executive shall assume their duties after completion of the Annual Meeting that is require to be held in April each year.
3. The President and Vice President shall serve a term of two years, and a maximum of one term in each position. All other members shall be elected annually.
4. Any term that is due to expire shall expire at the close of the Annual Meeting to be held in April.

D. Termination

1. The Executive Committee shall have the power by simple majority vote of the current entire Executive Committee to expel, or ask for the resignation of, any officer for inactivity, or conduct unbecoming an officer of the Association, league director, or coach in VHYBB.
2. Any such person under consideration for expulsion, suspension, or requested resignation, shall have the right to a hearing at a special meeting of the Executive Committee. This meeting shall be called as promptly as possible, and the decision of the Executive Committee shall be final.

E. Election Process

1. Qualifications. Members of the Executive Board shall reside within the city limits of Vestavia Hills or have children that are otherwise eligible to attend Vestavia Hills City Schools.
2. Annual Elections. VHYBB shall hold elections annually to replace any officer whose terms expires at the conclusion of the Annual Meeting to be held in April.
3. Nominating Committee. The Executive Board shall appoint a nominating committee of at least three members (excluding the President), not less than forty-five (45) days prior to the election during the annual meeting in April.
4. Nominations. Thirty days (30) prior to the date for election of officers, the individuals selected by the nominating committee shall be posted in the Recreation Center, along with the date, time, and location of the VHYBB election. Additional individual nominations other than those selected by the nominating committee may be made by notifying the Chairman of the nominating committee no less than fourteen (14) days prior to the election. No nominations will be accepted subsequent to the fourteen (14) day dead line.
5. Voting. If there are no additional nominees then the list submitted by the nominating committee shall be deemed elected and no formal election shall be necessary. If there are qualified additional nominees, then the election shall proceed as scheduled. Each officer being voted upon shall be elected by a majority vote of those entitled to vote and present at the election. No absentee ballots may be accepted.
6. Eligible Voters. All Members present on the election date shall vote upon the nominees selected, provided that any participant (or family of participants) shall have no more than two Members eligible to vote.
7. Results. Names of elected officers shall be posted in the Recreation Center at conclusion of the election.

III. DUTIES OF OFFICERS

A. President

The President shall have general supervision of the VHYBB program. He/she will act as the official representative of VHYBB at all times. He/she shall call all meetings, set the agenda and attend in person or through an appointed designee, all Park Board Meetings.

B. Vice President

The Vice President will give general assistance to the VHYBB President. He/she assumes all of the President's duties in the absence of the President.

C. Treasurer

1. The Treasurer is responsible for the financial transactions of VHYBB. He/she must keep accurate records and accounts of all VHYBB transactions. He/she shall provide an audited record of all financial transactions of VHYBB on an annual basis.

2. Financial accountability is of paramount interest to the Park Board; therefore, VHYBB, will adhere to financial control standards set forth in the June 2017 Vestavia Hills Parks and Recreation Financial Control Policy.

D. Divisional Representatives

1. The primary responsibility of the two Divisional Representatives is to assure fairness and equity in the selection of teams with players and coaches for each basketball division.

2. Divisional Representatives shall make recommendations to the Board on all coaching positions and League Directors.

E. League Directors

1. The Executive Committee shall appoint a league director for each division from 1st – 12th grade.

2. Each League Director shall help recruit and recommend coaches in their age group.
3. Each league director shall maintain the official team records and standings during the season.
4. League Directors, with the assistance of the Executive Committee, shall conduct evaluations (if needed), drafts and, if appropriate, oversee the selection of the All Star teams and coaches.
5. League Directors shall maintain proper conduct among players, coaches, and spectators at all times.
6. It is the responsibility of the League Directors to convey the concerns of the coaches and parents of their league to the Executive Committee.
7. The Executive Board has right of removal of league directors whose conduct is deemed detrimental to the league and/or its players at any time during the season.

F. Head Coaches

1. Head Coaches will be selected by the Executive Board from applications received. This shall take place on or around October 1st of each year, but no later than October 31.
2. There shall be an appropriate number of coaches chosen for each age group in VHYBB so that the number of team members is no less than 6 and no more than 8.
3. It is the responsibility of the head coach to choose his/her assistants; the appointed assistants and number of assistants must meet the criteria of VHYBB.
4. Head coaches will select assistant coaches after the player draft has taken place. Assistants cannot be selected before teams are determined.

5. If a coach is chosen for a particular age group, and for whatever reason, cannot fulfill his/her obligation to remain head coach, the Executive Board has the option of either choosing a coach that was on the list of candidates or look for a new coach. Prior experience in another sport or league is preferred.

6. The Executive Board has right of removal of coaches whose conduct is deemed detrimental to the league and/or its players at any time during the season.

G. Non-VHYB League Basketball

1. The Basketball Executive Board will appoint someone to serve as Vestavia's Representative ("Rep") to leagues requiring such representation. An example of such a league is Over the Mountain (OTM) basketball league.

2. "Rep" responsibilities will be determined by the league itself. It can include, but is not limited to, the selection of the Vestavia teams to participate in the league. The 'Rep', along with the entire Basketball Board, will facilitate a process for team selection.

3. When there are more Vestavia teams submitted to a league than the league rules allow, for example OTM allows 2 teams, but 3 teams have requested to play:

a. Team selection will be determined by winners of a 'play-in' game(s). Teams not currently in the league can request to play a team already in the league. The winner of that single game qualifies for the league.

i. If there are more than 3 teams submitted, teams will be seeded. First by their standing in the league the previous year, then by assignment by the Board.

ii. If no teams are currently in the league, each team can request to play another to gain qualification to the league.

b. Referees and scorekeeping will be paid by the Basketball Board.

- c. The Board will reserve gym space for each play-in game.
- d. Only players and coaches will attend play-in games. Parents and other fans are prohibited from attending.
- e. The play-in games will be held in December, before the league's first game, so teams have time to practice beforehand.

IV. MEETINGS

A. Regular and Annual Meetings

The Executive Committee will meet on a regular basis as needed with the date and time of such meetings to be determined by the President and will hold an annual meeting in April of each year.

B. Quorum

A quorum of the Executive Committee shall consist of a majority of the current entire Executive Committee, with a quorum required before any business can be transacted; and all questions will be decided by a majority vote of the current entire Executive Committee.

V. GREIVANCES

A. General Complaints

Any member of VHYBB, participant, coach, or referee may present to the Executive Board a concern, complaint, grievance, or request for corrective action regarding any aspect of VHYBB operations. Before requesting corrective action or relief from the Executive Board, members, participants, coaches, or referees with such complaints, grievances, or requests should first present them for resolution to the officer (league director or coach) who has the authority and ability to address the problem or to implement the requested action. If the issue is not resolved by the coach or league director, the complaint, grievance, or request should then be presented to the Divisional Representative. If the Divisional Representative is unable to resolve the complaint, grievance, or request, then the member, participant, coach, or referee shall have the right to request corrective action or relief from the Executive Board.

B. Procedures

The President is authorized to develop specific procedures that will provide for fair consideration and orderly review of complaints and grievances. Such procedures may not unreasonably burden or delay the presentation or processing of such matters, and will be subject to Executive Board review, modification, and approval.

C. Appeal to the Parks Board

Should the Executive Board not satisfactorily resolve the complaint, grievance, or request for relief, the Member, participant, coach, or referee may request relief or corrective action from the Parks Board. Such petition shall be made in accordance Parks Board's bylaws and any applicable policies and procedures.

VI. AMENDING THE BY-LAWS

A. Amendments By Majority Vote

These By-laws may be amended or added to by a simple majority of the Executive Board provided a quorum is present.

B. Amendments to be in Writing

Any amendment or addition to these bylaws must be in writing.

C. Approval by Parks Board

If the By-laws are changed in anyway, the changes will not be in effect until the proposed changes are submitted to the Parks Board in writing and the Parks Board approves the proposed changes.