

**BY-LAWS of the Penn Hills Midget Football Association Since 1945 |
PA Entity Since 1968 EIN# [REDACTED]**

1945-2024>

Article 1 – Definition

Section 1 The Penn Hills Midget Football Association (PHMFA) is a non-profit organization located in Penn Hills, Allegheny County, Pennsylvania.

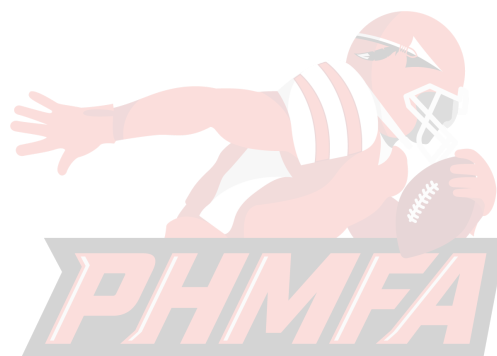
Article 2 – Objectives

Section 1 To provide Football & Cheerleading opportunities for those located in Penn Hills and surrounding areas who meet the required age, weight, residency, and financial requirements set forth by the PHMFA.

Section 2 To teach the ideals of good sportsmanship, honesty, courage, and reverence.

Section 3 To ensure that the supervisors bear in mind that the attainment of exceptional athletic skill or winning of games is second to the molding of future citizens.

Section 4 The assets accumulated by this association shall be used in accordance with the bylaws of the PHMFA.



Article 3 – Membership

All members covered under the PHMFA Yearly Insurance Policy

Section 1

Rules Governing Membership – Any person who meets the requirements as stated by the PHMFA.

Section 2

A. Honorary Members – Any person performing reasonable services required by the PHMFA and has turned in all required documentation.

- A. Appropriate PHMFA online Application form.
- B. Up to date Criminal & Child Background Clearance.

B. Playing Members – Those who are of proper weight & age, and have met all financial and residency requirements. Participates in all fundraising and promotional activities as determined by the Board of the PHMFA.

- A. Proof of Penn Hills Residency
- B. Penn Hills Report Card
- C. Birth Certificate

Current Big East Ages & Weights - Updated 7/1/2024 Age is of MAY 1st of said season.

- Scouts - Ages 4-6 - UNLIMITED
- Braves - Ages 7 & 8 - 135 lbs
- Indians - Ages 9 & 10 - 155 lbs
- Bantams - Ages 11 & 12 - 175 lbs Unlimited for Linemen (between Tackles)

The Board shall have the right to refuse or terminate registration to any person who, in the opinion of the Board, does not serve the best interest of the PHMFA and its members.

Section 3

Dues – Annual dues may be required by the PHMFA for all members.

Current Membership Dues - 01/01/2020

- A. TACKLE FOOTBALL PLAYER \$250
- B. CHEERLEADER \$350
- C. FLAG FOOTBALL PLAYER - \$150

Section 4

Discipline – The Board shall have the authority to privately discipline, suspend, or expel any member for proper cause. This may consist of violations of the PHMFA By-Laws or the PHMFA Zero Tolerance Policy, or for any offense which in the opinion of the Board, is detrimental and prejudicial to the welfare of the PHMFA, or for the improper use of the PHMFA name, assets, or reputation.

Article 4 – The PHMFA Board

- Section 1** **Officers** - The entire management of the PHMFA, its affairs, property and assets is vested in the Board of the PHMFA which shall consist of The Chief Executive Officer (CEO), President, Treasurer, Secretary, and Marketing Director.
- Section 2** **Meetings** – A yearly meeting schedule is to be created by the CEO and consist of no less than six executive meetings, one parent meeting, and one coaches meeting; when applicable
- Section 3** **Duties and Powers of The Board** - To carry out and enforce the PHMFA By-Laws and its policies.
- Section 4** **Trustees of The PHMFA Board** - The Board may determine that trustees be added to represent its affairs, assets & memberships during a calendar year or customary football season. These consist of, but not be limited to:
- Vice President
 - League Representative
 - Seasonal Directors
 - Football Director
 - Cheerleading Director
 - Marketing Director
 - Concessions Director
 - Chairmen
 - Fundraising Chair
 - Booster Chair
 - Varsity Chair
 - Managers
 - Field Manager
 - Equipment Manager
 - Uniform Manager
 - Municipal Manager
 - Team Parent Manager
 - Head Coaches
 - Honorary Members
 - Trainer/Medic
 - Assistant Head Coaches
 - Skills Coaches
 - Teen Coaches
 - Scoreboard Operator
 - Game Day Announcer
 - Game Day Spotter
 - Stick Crew
 - Gate Attendant
 - Security
 - Photographer
 - Gameday/Event DJ

Section 5

Filling Vacancies

- A.** The length of a trustee's term shall be one (1) calendar year.
- B.** An annual meeting will be held in January to fill any vacancies.
 - This meeting will be by invitation only. Nominations are to be sent in writing to thepmfa@gmail.com
- C.** Only Honorary members can be considered for a trustee position.
- D.** The Board shall appoint one or more trustees outside of the annual meeting to help carry on the affairs of the PHMFA if deemed necessary by the Board

Article 5 – Executive Officers of the Board

Section 1

Duties and Powers of The Chief Executive Officer

- A.** Make changes, additions, or provisions to the PHMFA By-Laws.
- B.** Make rules and regulations for its own procedures.
- C.** Enforce the rules and regulations of the PHMFA.
- D.** Sign or countersign all written contracts, obligations, and instruments of The PHMFA as required.
- E.** Conduct administrative business of the PHMFA.
- F.** Account for the funds received through the PHMFA Bank account
- G.** Appoint all officers and directors of the PHMFA Board.
- H.** Supervise all duties and responsibilities of the officers.
- I.** Fulfill all duties and powers during any officer vacancies.
- J.** Appoint seasonal officers, directors, and trustees of the PHMFA.
- K.** Fill vacancies in management of the PHMFA.
- L.** Preside over all PHMFA meetings.
- M.** Call all scheduled & emergency meetings.
- N.** Make an annual report on the state of the PHMFA.
- O.** Appoint seasonal teams, activities, events and aspirations to serve the mission of the PHMFA.

Section 1

Duties and Powers of The President: Term = 1 Year. No Limit

- A.** Attend all PHMFA Board Meetings.
- B.** Call all seasonal meetings.
- C.** Preside over all seasonal meetings.
- D.** Enforce the rules and regulations of the PHMFA.
- E.** Supervise all duties and responsibilities of the seasonal officers.
- F.** Make an annual report on the state of the PHMFA's Football program.
- G.** Sign or countersign all written contracts, obligations, and instruments of The PHMFA as required for the current years football season; when applicable.
- H.** Appoint Trustees deemed necessary by the Board.

Section 2

Duties of The Secretary: Term = 1 Year - No Limit

The Board may appoint a Trustee to assist in the office of Secretary during their Term

- A. Attend all PHMFA meetings.
- B. Perform all duties associated with the Office of Secretary.
- C. Sign or countersign all written contracts, obligations, and instruments of the PHMFA as required.
- D. Conduct or cause to be conducted all official correspondence of the PHMFA.
- E. Issue or cause to be issued all notices of meetings.
- F. Keep minutes and records of all meetings and actions of the Board.
- G. Keep or cause to be kept all records necessary to the PHMFA, such as membership, attendance, registrations, correspondence, etc.
- H. Perform such other duties as assigned by the President.

Section 3

Duties and Powers of The Treasurer: Term = 1 Year - No Limit

The Board may appoint a Trustee to assist in the office of Treasurer during their Term.

- A. Attend all PHMFA meetings.
- B. Perform all duties associated with the Office of the Treasurer.
- C. Collect all dues, fines, registration fees, grants, and all other monies as required by the PHMFA.
- D. Sign or countersign all written contracts, obligations, and instruments of The PHMFA as required.
- E. Act as custodian for all funds of The PHMFA in accordance with the requirements of the Board.
- F. Pay all financial obligations of The PHMFA as approved by the Board.

Section 4

Duties and Powers of The Vice President: Term = 1 Year - No Limit

- A. Attend all PHMFA meetings.
- B. Preside over seasonal meetings in the absence of the President.
- C. Enforce the rules and regulations of the PHMFA.
- D. Supervise all duties and responsibilities of the Directors and all other appointed personnel of the PHMFA Football Program.
- E. Sign or countersign all written contracts, obligations, and instruments of The PHMFA as required.
- F. Appoint directors deemed necessary by the Board.
- G. Carry out all duties of the President in their absence.

Section 5

Duties of Directors and Chairman: Term = 1 Year - No Limit

- A. Attend all scheduled monthly meetings.
- B. Perform all other duties as assigned by the Board.
- C. Shall be ultimately responsible to The PHMFA for the accounting of funds and all other activities related to the committee in which one is Director or Chair over.

Section 6

Duties of Managers and Honorary Members

- A. Perform all duties assigned by the Board.
- B. Shall be ultimately responsible to The PHMFA for the accounting of funds and all other activities related to the committee in which one is Manager or Honorary Member over.

Section 7

Meetings

- A. A monthly meeting will be held to conduct the business of the PHMFA. These meetings will be scheduled no later than one (1) week in advance.
- B. The PHMFA Board shall conduct all yearly business during these meetings.

Section 8

Voting

- A. If at any time the Board cannot come to an agreement a vote can be held to conclude an item. Once a vote is initiated it must be followed through.
- B. A two-thirds (2/3) majority vote is needed to proceed or will otherwise be determined by the PHMFA CEO.

Article 6 – Seasons

Section 1

Schedule - Each year the PHMFA Board will determine a schedule during the February meeting for all playable seasons. These seasons can consist of, but not be limited to:

- Summer & Fall Football & Cheerleading, Spring Clinics, Summer Camps, Combines, 7on7, Flag Tournaments, Semi Pro, Off Season Training

Section 2

Seasonal Board - All activity conducted during each season shall be in conjunction with the PHMFA bylaws. Any revision requests to the PHMFA by laws, or its order of conduct, rules, regulations, requirements, dues, fees, etc. shall be presented in writing to thePHMFA@gmail.com.

Section 3 **Summer/Fall Football & Cheerleading Leagues** - The PHMFA is part of the Big East Youth Football League (BEYFL/Big East). During our Big East membership all rules and regulations of the Big East shall be adopted by the PHMFA without superseding the ByLaws of the PHMFA.

- A. All PHMFA Games & Events are held at the PHMFA Home Field on Saturdays.
- B. *Approval for 2024 home games to be played at the Yuhas-McGinley Stadium: Confirmed 4-4-24*

Membership The PHMFA Board will hold a January agenda item to discuss our current standings within the league and determine if renewal is applicable.

Dues: The Big East requires an initial fee of \$1000 for first-time Members. \$750 Each year thereafter. This is paid for by the PHMFA.

- A. Big East Player Requirements - Every player must turn in an original Birth Certificate, Proof of Penn Hills Residency and attend any mandatory weigh ins (make weight).

Section 4 **Spring Clinics**

- A. Clinics are held at the PHMFA Home Field (MASON MURRAY FIELD) Located inside Friendship Park in Penn Hills, Pa every Wednesday in May from 6-8p.
- B. **DUES** Spring Clinics are FREE to Boys & Girls who are current Residents of Penn Hills, PA between the ages of 4 & 13

Section 5 **7 on 7** - **Members Only:** *Not available at this Time*

Section 6 **Flag Tournament** - **Members Only:** *Not available at this Time*

Section 7 **Camps** - **Members only:** *Not available at this Time*

Section 8 **Combines** – **Members Only:** Combine is held in June on Saturday.

Section 9 **Semi-Pro** - **Members Only:** *No Semi Pro Teams at this Time*

Section 10 **Off Season Training** - **Members only:** May require additional fees

Article 7 – Events

Section 1 **Schedule** - Each year the PHMFA Board will determine a yearly event schedule during the February meeting. These can consist of, but not be limited to:

- A. All applicable "Seasons": Penn Hills Memorial Day Parade, Penn Hills Community Day, Penn Hills Carnival, PHMFA BBQ Bash, National Night Out, PHHS Youth Night, Senior Night, Pep Rallies, PHMFA Pizza Party, Sports Night, Movie Night, PHMFA Banquet

Article 8 – Branding

Section 1 **Team Names** - The PHMFA shall have 5 Teams at any given time. These teams shall be named in the following order starting with oldest:
BANTAMS - INDIANS - BRAVES - SCOUTS

Section 1 **Logo** - The PHMFA Logo consists of the red football character in an active running position holding a football, with the "PHMFA" Banner below the waistline.

Section 2 **Banner** - The PHMFA banner consist of a custom Font and should read "PHMFA" in RED with a BLACK Border

Section 3 **Cheerleading Logo/Banner** - The PHMFA Cheerleading Logo shall consist of the PHMFA Banner with the addition of a custom font reading "Cheerleading" in Gold or Silver Metallic and a silhouette of the PHMFA Cheerleader in a sitting position with spread legs & raised hands holding pom-poms on top of the PHMFA Banner.

Section 4 **Colors** - All coloring for uniforms, apparel, flyers, posts, etc. shall follow the PHMFA Brand Guide:

- A. Primary Color - RED or Gray
- B. Secondary Color - WHITE
- C. Trim Color - Black

Deviations of this color combination must be approved each year prior to the Summer Fall Season and shall consist of the following color schemes.

OPTION 1

- A. Primary Color - RED
- B. Secondary Color - WHITE
- C. Trim Color - Black

OPTION 2

- A. Primary Color - VEGAS GOLD
- B. Secondary Color - RED /WHITE
- C. Trim Color - WHITE / BLACK

OPTION 3

- A. Primary Color - BLACK
- B. Secondary Color - VEGAS GOLD
- C. Trim Color - WHITE / RED

Section 2

Uniforms - The PHMFA Tackle & Flag Game Jersey shall be of Riddell manufacturing, sublimated, and carrying the PHMFA logo within its background. Deviations of this, including the use of Sponsor & player names, logos (including league & School District logos) must be approved by the CEO.

Article 9 Adoption of BY-LAWS

Section 1

The PHMFA By-Laws shall be adopted by a majority vote of the Board at the time of its proposal to the Board for ratification.

Section 2

The PHMFA By-Laws shall be enforced and effective immediately upon their adoption.

PHMFA Board July 1st 2019- April 4th 2024

- President: James Joseph Bradley - Son of Joseph & Pamela Bradley - D.O.B. 05/15/1983 - D.L.# 26-450-823
- Acting Treasurer: James J. Bradley
- Acting Secretary: Jim Bradley
- Marketing Director: Bethany Slaughaupt

PHMFA Board as of 04/04/24

- CEO: James Joseph Bradley - Son of Joseph & Pamela Bradley - D.O.B. 05/15/1983 - D.L.# 26-450-823
- Acting President - Joseph Joiner
- Acting Treasurer - James J. Bradley
- Acting Secretary - Jim Bradley
- Marketing Director - Bethany Slaughaupt