

BYLAWS OF THE UTAH STATE YOUTH COURT ASSOCIATION

Amended January 10th, 2017

ARTICLE I: ORGANIZATION

The term 'Youth Courts' as used throughout this document also refers to 'Teen Courts', 'Student Courts', 'Peer Courts', or other names as used by organizations that serve like or similar purposes.

Section 1. The name of the Association shall be **The Utah Youth Court Association (UYCA)**. It will be referred to as "The Association."

Section 2. The Association shall reside under the umbrella of the Utah Youth Court State Advisory Board (UYCSAB).

Section 3. The Association shall consist of the General Membership, Executive Committee, and the Executive Officers.

Section 4. The Association may have a logo or emblem, which shall be decided upon by The Association Officers.

Section 5. The Association may change its name at its leisure by a majority vote of the membership.

ARTICLE II: MISSION

The mission of The Utah Youth Court Association is to form a strong network of people and organizations affiliated with or interested in Utah Youth Courts to help promote the highest possible program quality for all Member Youth Courts through the sharing of information, support, training and guidance between and among all.

ARTICLE III: OBJECTIVES

1. Providing a unified voice for youth courts across the state.
2. Assisting the Utah Youth Court State Advisory Board (UYCSAB).
3. Providing resources for the training and education of youth and adult volunteers working in youth courts.
4. Assisting communities to establish youth courts based on a restorative justice foundation.

5. Acting as a clearinghouse for youth court information.
6. Collecting and compiling statewide statistics and survey data.
7. Publishing an annual statewide report.
8. Promoting the work of youth courts throughout Utah.
9. Representing the interests of Utah youth courts at the National Association of Youth Court and other youth court related boards.

ARTICLE IV: GENERAL MEMBERSHIP **Amended January 10, 2017**

The General Membership of The Association shall consist of Youth Court Members (hereinafter referred to as “Members”) and Affiliate Members (hereinafter referred to as “Affiliates”).

Section 1. Youth Court Member

- A. Membership shall be open to all youth courts in Utah who have made proper application for membership and are:
 - (1) Certified by the Utah Youth Court Advisory Board,
 - (2) Automatically became members upon certification and
 - (3) A Youth Court cannot become a member without being certified
- B. Each youth court program may have up to three (3) individuals participate in the Association. However, each Member Youth Court will have only one (1) vote; therefore, one individual will be identified as the official representative of that Member Youth Court.
- C. The Youth Court Membership shall be the voting body of The Association’s general membership. Members shall have voice and one vote.

Section 2. Affiliate Member

- A. Membership shall be open to any individual or organization in the State of Utah that shares common interests with and supports the mission of The Association. Affiliates shall be approved by The Association Executive Committee.
- B. The purpose of Affiliates is to strengthen partnerships with youth courts and the communities they reside in. Affiliates may:
 1. Facilitate communication between their organization and The Association.

2. Coordinate activities, events, resources and funding information with The Association.
3. Support the Youth Court Programs.
4. Use youth court programs to support their agency objectives.

C. The Affiliate Membership shall serve as a supporting body to The Association. Affiliates shall have voice but no vote.

Section 3. The Association shall keep on file at The Association's designated office, an accurate and current record of the names and addresses of all members.

ARTICLE V: EXECUTIVE COMMITTEE

The working body of The Association is the Executive Committee (hereinafter referred to as the "Committee").

The Officers of The Association as listed in Article VI below are included in this Committee. The office of President will serve as the chair of the Executive Committee. The affairs of The Association shall be governed by the Committee, which shall direct the actions of, and establish all policies and procedures of The Association.

Section 1. Members & Election

- A. The Committee shall consist of not less than eleven (11) persons and not more than twenty-five (25) persons which shall include three (3) representatives from each of the five (5) regions and representatives from the Affiliate Membership.
- B. The regions are defined in Appendix A and may be realigned, added to, or deleted, as the Committee deems necessary. Changes to the regions must receive a majority vote of the General membership.
- C. Youth Courts within each region will hold a regional meeting to select three (3) regional representatives to serve on the Executive Committee one of which will be the designated Region Representative. The initial representatives for each region may be elected or appointed by non-member youth courts. Thereafter, the representatives shall be elected or appointed by the member youth courts within the region.
- D. Affiliate Representatives may serve on the Committee by invitation of the Executive Committee. An interested Affiliate may make a request to the Committee to extend an invitation to join the Committee.

E. Committee members shall be Members in good standing with The Association.

F. Both the Members and the Affiliates who make up this Committee will have voting rights on issues addressed by the Committee.

Section 2. The Committee shall meet quarterly or at the call of the President.

Section 3. The Committee shall nominate and elect its officers from the Youth Court Members who have been elected to the Committee. The list of elected Officers shall be submitted to the UYCSAB for review and approval. The slate of Officers will then be presented at the annual meeting where the general membership will ratify and install the Officers by a majority vote.

Section 4. Create and appoint sub-committees as necessary. Determine the duties and areas of responsibility of sub-committees. The President will coordinate the work of committee chairs and staff with the aid of other elected officers.

Section 5. Appoint consultants and representatives as needed. (Section 4-5 moved from Pres Duties)

ARTICLE VI: OFFICERS

The leadership body of The Association is The Association's Officers and shall consist of a President, President-elect, Secretary, Treasurer, Training Coordinator, Data Specialist, and 5 Regional Representatives (1 from each of the 5 regions –See Appendix A). The business of this Association shall be managed by the Association Officers.

Section 1. Qualifications

Each Officer shall be a current member in good standing of The Association's Executive Committee.

Section 2. Election and Terms

A. From the membership of the Executive Committee, nominations will be made to fill The Association's Officer positions.

B. Voting shall take place within the Executive Committee prior to the Annual Meeting to elect Officers for the subsequent year, beginning July 1 (one).

C. Election shall be by voice vote if there is only one (1) candidate for an office but shall be by written ballot if more than one (1) candidate runs for an office.

D. Three (3) members of the Executive Committee not running for office, shall serve as the Election Committee and shall count and report the results of the balloting.

E. The list of Officers will be submitted to the UYCSAB for Approval. If the UYCSAB does not approve one or more of the elected Officers, the UYCSAB shall provide the Executive Committee with an explanation as to why a person was not approved to be an Officer. The Executive Committee will work to resolve the issue and if it cannot be resolved then the Office will be declared vacant and the Executive Committee will reopen the nomination and election process for that office.

F. The new slate of Officers will be presented at the Annual Meeting. The general membership will ratify and install the Officers by Majority vote.

G. Terms of office shall be for two (2) years and shall be eligible for re-election. The first officers will include members with one (1) and two (2) year terms to facilitate staggered terms. The staggered terms will be defined by the Executive Committee.

H. Terms of office shall coincide with the fiscal year of The Association.

Section 3. Duties

The officers shall carry out the duties prescribed by the Bylaws and by the parliamentary authority adopted by The Association.

A. **President** –The President shall:

1. Be the chief executive officer and official voice of The Association, subject to the powers vested in the UYCSAB and the Executive Committee.
2. Carry out such duties and exercise such powers as may be assigned by the UYCSAB, Association Officers, or Executive Committee and as are contained in the Articles of Incorporation, Bylaws, and Standing Rules.
3. Have power to sign and execute all contracts, agreements and other obligations in the name of The Association.
4. Preside or appoint a designee to preside and conduct all meetings of The Association.

5. Prepare an agenda for Association meetings and may ask the Secretary to make copies to be distributed at the meetings.
6. Be one of the Association Officers authorized to sign the checks or drafts of The Association.
7. Assist in preparation of the Annual Report. Provide information for the Annual Report such as a letter from the President.
8. Present an annual report of the activities of The Association at the annual meeting.
9. Assure that all records, reports and certificates required by law are properly kept or filed.
10. Attend or assign a designee to attend the quarterly meetings of the UYCSAB and be the liaison between The Association and the UYCSAB.
11. Oversee Treasurer, Secretary and the Data Specialist and lend any help and support as necessary.
12. Bring to the attention of the Executive Committee concerns that an Association Officer is not fulfilling the responsibilities of their position.
13. Abstain from voting except when necessary to break a tie.
14. Have such powers as may be reasonably construed as belonging to the chief executive of any Association.

B. President-elect –The President-elect shall:

1. Assume the Presidency at the end of the President's term.
2. Act as an aid to the President and carry out such duties and exercise such powers as may be assigned by the President, or Executive Committee, or UYCSAB and as outlined in the Articles of Incorporation, Bylaws and Standing Rules.
3. In the event of the absence or inability of the President to exercise their office, become the Acting President of The Association with all the rights, privileges and powers as if they had been the duly elected Association President.
4. Provide information regarding the activities of the office for the Annual Report.

5. Oversee the Training Coordinator and all five Regional Representatives and lend assistance and support as necessary.

6. Be one of the Association Officers authorized to sign the checks or drafts of The Association.

C. **Secretary** –The Secretary shall:

1. Take and maintain the minutes and records of The Association.
2. Distribute copies of the minutes and the agenda to each Officer and Member of the Executive Committee at Association meetings.
3. Be the official custodian of the records of The Association and assure that all records of The Association are maintained, stored and protected including, but not limited, to the Articles of Incorporation, Bylaws, Standing Rules, policies and procedures, meeting minutes, any other pertinent documents.
4. Prepare and file any certificate or documentation required by federal or state law.
5. Give and serve all notices to members of The Association.
6. Serve as the chairperson of the Newsletter and Correspondence committees.
7. Provide historical information for the Annual Report.
8. Be one of the Association Officers authorized to sign the checks or drafts of the Association.
9. Present at any meetings any communications addressed to the Association Secretary.
10. Update and maintain a master list of all the youth courts in the State of Utah based on information provided by the Regional Representatives.
11. Attend to all correspondence of The Association.
12. Exercise all duties incident to the office of Secretary.

D. **Treasurer** –The Treasurer shall:

1. Be responsible for the financial interests of The Association.
2. Oversee and keep a full and accurate account of all funds, receipts, and disbursements in the books belonging to The Association.
3. Deposit, or cause to be deposited, in a timely manner and in the name and to the credit of The Association, all sums of money and other valuable effects in such depositories as may be designated by the Officers.
4. Be one of the Association Officers authorized to sign the checks or drafts of the Association.
5. Maintain a monthly financial statement and distribute it to the members of the Executive Committee quarterly.
6. Render at stated periods as the Association Officers shall determine a written account of the finances of The Association and such report shall be physically affixed to the minutes of such Association meeting.
7. Collect the dues from the members of The Association and keep an accounting of such monies.
8. Make available to the Membership yearly financial reports showing all revenue, expenditures and pending financial activity.
9. Provide financial information for the Annual Report.
10. Chair the Finance Committee, assist in the preparation of the budget, help develop fundraising plans, find grants and apply for grants and complete all required financial reports for said grants.
11. Exercise all duties incident to the office of Treasurer.

E. Training Coordinator –The Training Coordinator shall:

1. Chair the Training/ Conference committee.
2. Provide support for regional trainings as needed. (A nominal fee may be charged for such training.)
3. Coordinate special training requested by the Regional Representatives.

4. Collect, compile and maintain training information/material and best practices and resources to be distributed to the certified youth courts.
5. Provide training updates for the Annual Report.

F. Data Specialist –The Data Specialist shall:

1. Collect and report data from youth courts directly or through the Regional Representatives as needed to report to the National Association of Youth Courts and the UYCSAB or any other entity necessary.
2. Design and maintain the web page for The Association.
3. Establish and maintain a forum allowing member youth courts to share information.
4. Establish and maintain a list serve of all member youth courts in the State and provide the Association Secretary with the current information on a regular basis.
5. Provide summary data information for the Annual Report.

G. Regional Representative (1 from each of the 5 regions) –The Regional Representative shall:

1. Serve as the information liaison between the youth courts in their region and The Association.
 2. Organize their region in order to facilitate an effective organization to meet the needs of the region. For example, choose a co-chair, secretary, etc.
 3. Call regular regional meetings within their region and chair said meetings.
 4. Have knowledge of the needs, desires, and concerns of the youth courts in the region and serve as the spokesperson for their region at The Association meetings.
 5. Communicate with the member courts in their region and be the liaison for obtaining help and advice when necessary.
 6. Share state and national association information with member courts in their region.

7. Coordinate regional training as needed.
8. Attend the Annual Membership meeting, quarterly Executive Committee meetings and any special meetings as scheduled.
9. Fairly represent the needs, desires and concerns of the youth courts in their region. Vote as the youth courts in their region request.
10. Collect the data required or requested by state and national youth court associations and report that data to the Association Data Specialist.
11. Maintain a current list of all existing and new or upcoming youth courts in their region and report any changes to the Association Secretary.
12. Serve on the training/conference committee and distribute all information about all upcoming trainings and conferences to the youth courts in their region.
13. Provide a regional report for the Annual Report.

Section 4. The Officers shall be empowered to carry out the affairs of The Association between its business meetings, fix the hour and place of meetings and carry out such other duties as are specified in the Bylaws. The Officers shall be subject to UYCSAB, and none of its acts shall conflict with actions taken by The Association, the Articles of Incorporation, Bylaws or Standing Rules.

Section 5. The President or designee from among the Officers shall be appointed as a liaison between The Association and the UYCSAB. The representative shall attend the quarterly meetings of the UYCSAB and shall provide a report of The Association's activities. The representative will also report back the results of this meeting to the Officers of the Association and to the Executive Committee.

Section 6. Compensation

All Officers of the Association shall serve without compensation, but may be reimbursed for expenses incurred for activities related to the official business of the Association according to Utah State Policy.

Section 7. Vacancies

- A. An Association Officer may be removed when sufficient cause exists for such removal. Sufficient cause is defined as:

- (1) Two (2) consecutive unexcused absences to regular meetings in a twelve (12) month period.
- (2) Not fulfilling the duties of office as outlined.
- (3) Not representing the Association's goals and objectives.
- (4) Participating in illegal activities or behaviors.
- (5) Participating in activities or behavior or conducting themselves in a way that the remaining Association Officers feel is detrimental to the interests of The Association.

B. The removal of an officer shall require a majority vote of 75% of the Executive Committee present at the removal hearing.

C. Association Officers shall adopt such rules for this hearing as it may in its discretion consider necessary for the best interests of the Association.

D. If an Officer or member of the Executive Committee fails to perform the duties of their office, The Executive Committee shall meet and declare the office or position vacant.

E. If it becomes necessary for an Association Officer or member of the Executive Committee to step down from their office or position before their term is over, The Executive Committee shall meet and declare the office or position vacant.

F. Resignation of an Association Officer must be in writing and submitted to the Association Secretary unless impossible.

G. When a vacancy results in the number of representatives from an individual region to drop below the number designated in the Bylaws Article V, the region shall select a new representative to serve on the Executive Committee.

H. When an Officer position, except for the President is declared vacant, nominations to fill the vacant office may be received from present Executive Committee members. Such nominations are to be given to the Association Secretary two weeks in advance of an Executive Committee meeting. These nominations shall be sent out to the members of the Executive Committee with the regular meeting announcement. The nominations will be voted upon at the next meeting. Vacancies in the Association Officers shall be filled by a majority vote of remaining members of the Executive Committee. All vacancies will be filled only for the remainder of the vacant Officer's term.

I. A vacancy in the office of President shall be filled for the remainder of the unexpired term by the President-elect, who will cease to be President-Elect. The office of President-Elect would then be declared vacant.

J. If the youth courts in a region feel their Regional Representative is not fulfilling their duties, or fairly representing their needs, desires, and concerns, the region has the right to voice those concerns to the Association Officers and to request the removal of the said Regional Representative.

ARTICLE VII: MEETINGS

Section 1. The regular meetings of The Association shall be the Executive Committee meetings held quarterly. Appointed members of the Executive Committee including the Officers, and Affiliates will have voice and vote. These meetings are open to any member of the Association, however, only the appointed members of the Executive Committee have voting rights on any matters discussed. One of these quarterly meetings may be held in conjunction with the adult advisor training held annually.

Section 2. The annual meeting of the General Membership shall be held prior to the beginning of the fiscal year for the purpose of appointing regional representatives to the Executive Committee, receiving year-end reports of the officers and committee chairs, hearing the audit report or financial statement and conducting any other business. At this meeting the Youth Court Membership shall have voice and vote. The Affiliate Membership shall have voice but no vote. The annual meeting of General Membership may be held during the annual Utah Youth Court Conference normally held in June.

Section 3. Special meetings may be called by the President, President-elect, or by a simple majority vote of the Executive Committee. The only business that may be transacted during a special meeting is that which appears on the notice for the special meeting. All special meetings shall be held at a place determined by the Association Officers.

Section 4. Notice of regular and special meetings, stating the date, time, meeting place and agenda of items to be addressed, shall be mailed to all members at their addresses as they appear in the membership roll book at least ten (10) days prior to the meeting. In the case of special meetings, the notice shall include by whom the meeting was called and its purpose.

Section 5. A quorum shall be present in order to transact business at any meeting. A quorum is Fifty percent (50%) or more of the total Executive Committee membership (a registered agent may be sent to fulfill quorum requirements). A lesser percentage may adjourn the meeting for a period of not more than four weeks from the date of the meeting being adjourned, and the Association Secretary shall cause a notice of the next meeting to be sent to all members of the Executive Committee. However, if a quorum is not present at a meeting, the members present may meet and conduct business, with all actions subject to ratification by the Executive Committee.

Section 6. ORDER OF BUSINESS –Most Association meetings may follow this outline:

- A. Welcome. Attendance taken
- B. Reading of the Minutes of the preceding meeting
- C. Reports of Committees
- D. Reports of Association Officers including a financial report
- E. Old and Unfinished Business
- F. New Business
- G. Adjournments.

Section 7. A majority vote of the voting members present shall be required for the transaction of any business at any Association meeting. Proxy voting shall be permitted, or the voting member may send a representative in their absence to speak on their behalf. The President shall abstain from voting except in the instance of a tie.

Section 8. Parliamentary Rules

The Association meetings shall be conducted in accordance with Robert's Rules of Order, except as otherwise provided herein.

Section 9. The Association Officers may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

Section 10. Association meetings shall be conducted in accordance with Utah's open and Public Meetings Act (UCA 52-4-1 to 9).

Section 11. Conflict of Interest Policy

- A. Members of the Executive Committee or Officers shall not use their relation to The Association for their own personal gain and must avoid conflicts of interest between their duties to The Association and their duties to other organizations, including their own professional or personal interest. Full disclosure of any actual or potential conflict is required by the standard of good faith. A conflict of interest exists when a member of the Executive Committee or Officer participates in the resolution of an issue important to The Association while, at the same time, has other professional, business or volunteer responsibilities outside The Association that could predispose or bias them to a particular view or goal.

B. No member of the Executive Committee or Officer shall vote on a matter in which they or any member of their immediate family has a conflict of interest.

C. Whenever a member of the Executive Committee or Officer knows they have a conflict of interest in a matter to be voted upon, they shall announce the interest and shall abstain from voting on the matter.

D. Any person present at an Association meeting may raise the question of possible conflict of interest with respect to any member of the Executive Committee or Officer concerning any matter to be voted upon.

E. Nothing in this section shall prohibit a member of the Executive Committee or Officer who has a conflict of interest from participating in the discussion or debate on a matter in which they have an interest.

F. Members of the Executive Committee or Officers with a conflict of interest shall be counted in determining whether a quorum exists for a vote on any matter.

ARTICLE VIII: FINANCES **Amended January 10, 2017**

The fiscal year shall begin on July 1 (one) and end on the following June 30 (thirty).

Section 1. Depositories

A. All funds of The Association shall be deposited in the name of The Association in such banks or trust companies as the Executive Committee may from time to time designate.

B. Funds shall be drawn on checks or drafts by the Treasurer or President on behalf of The Association, and shall be signed by two (2) non-related individuals of the following: President, President-elect, Treasurer and Secretary.

Section 2. Net Earnings

A. No member of The Association shall be entitled to any portion of the net earnings of The Association. Said earnings shall not inure to the benefit of any private person and shall be held and used only for the purposes specified in the Articles of Incorporation or Bylaws.

Section 3. Contracts and Legal Action

- A. All contracts shall be approved by the Executive Committee.
- B. No loans shall be made by The Association, or any loans secured on behalf of The Association, without the approval of the Executive Committee, and no mortgage, deed to secure debt, other deed or note shall be executed on behalf of The Association without the approval of the Executive Committee.
- C. No legal action may be initiated by The Association without the approval of the Executive Committee and the Advisory Board.
- D. Any contract into which the Association enters for the purpose of the annual Summer or Winter Conference must be voted upon and signed by the Executive Committee no later than three (3) months prior to the date of the event.
- E. An individual member of the Association may not enter into a contract on behalf of the Association without the affirmative vote and consent of the Executive Committee.

Section 4. Investments

- A. The Association shall have the right to retain all or any part of any securities, cash or personal property, tangible or intangible, acquired by or in whatever manner, and to invest any funds held by it, according to the decision of the Executive Committee, without being restricted to any particular class of investments, provided, however, that no such action shall be taken by or on behalf of The Association if such action is prohibited or would result in denial or loss of The Association's tax exempt status.

Section 5. Gifts, Contributions and Donations

- A. The Association may accept gifts of money, property or services, from individuals, trusts, estates, partnerships, corporations or other entities or enterprises that are supportive of its purposes.
- B. Such donors may, contingent upon their consent, be listed in the official publications of The Association and receive information on The Association's activities.
- C. Such donors may be invited to meetings of The Association as observers, as may be determined from time to time by the Executive Committee.

ARTICLE IX: WORKING COMMITTEES

All members of working committees shall be appointed by the Association Officers and their term of office shall be for a period of at least one year. Working Committees shall be chaired by a member of the Executive Committee. Membership on working committees may be made up from youth and adults from the general membership and may include members of the community at large. The permanent working committees of The Association will be:

Section 1. **The Finance Committee**, chaired by the Association Treasurer:

- A. Shall maintain a fiscal year that runs from July 1 (one) through June 30 (thirty).
- B. Shall maintain the financial records as public information and make them available to the membership, Executive Committee, Association Officers and the public upon request.
- C. Shall develop and review fiscal procedures, a fundraising plan, and an annual budget.
- D. Must present the proposed fiscal procedures, fundraising plan and annual budget to the Executive Committee who will consider and approve or modify the budget, fund-raising plan and fiscal procedures of the Finance Committee.
- E. Must obtain the approval of the Executive Committee for any budget changes over \$100.00. Other changes, which require approval, may be established as voted upon by the Executive Committee.
- F. Shall write, submit and report on grants for The Association.
- G. Shall maintain and provide for distribution to the membership a tip sheet or resource guide with ideas and suggestions for funding resources.
- H. Shall assist with duties of the office of Treasurer as assigned by the Treasurer.
- I. May have subcommittees as deemed necessary and useful.

Section 2. **Training and Conference Committee**, chaired by The Association Training Coordinator:

- A. Shall collect, maintain and distribute best practices and training materials for member youth courts on CD's or such other media as is deemed appropriate.

- B. Shall be responsible for the planning and implementation of the annual State Youth Court Conference generally held in June, and the Adult Advisor's Conference generally held in November.
- C. Shall assist with duties of the office of Training Coordinator as assigned by the Training Coordinator.
- D. May have subcommittees as deemed necessary and useful.

Section 3. **Newsletter and Correspondence Committee**, chaired by The Association Secretary,

- A. Shall create, maintain and distribute a regular Newsletter to all member youth courts. The timing and frequency of the newsletter shall be proposed by the Newsletter Committee and approved by the Executive Committee.
- B. Shall compile, print and distribute the Annual Report.
- C. Shall assist with duties of the office of Secretary as assigned by the Secretary.
- D. May have subcommittees as deemed necessary and useful.

Section 4. **Data Collection Committee**, chaired by The Association Data Specialist:

- A. Shall organize and compile data collected from each Association Regional Representative and submit the data to the state or national youth court associations and any other appropriate entities.
- B. Shall be in charge of the design and maintenance of web page for the Association.
- C. Shall compile the data that is collected from youth courts for inclusion in the Association's Annual Report.
- D. Shall assist with duties of the office of Data Specialist as assigned by the Data Specialist.
- E. May have subcommittees as deemed necessary and useful.

Section 5. All working committees shall obtain approval from the Executive Committee prior to submitting or distributing their work product to any agency, organization, or members of the Association.

ARTICLE X: AMENDMENT OF THE BYLAWS

The Bylaws may be revised, amended, or rescinded, and additional bylaws adopted, by an affirmative three-fourths (75%) vote of the Executive Committee present at any regular or special meeting provided, however, a quorum is present and proper notice, including a draft of the proposed amendment, was given at least one (1) week prior to the meeting.

ARTICLE XI: INDEMNIFICATION

Every member of the Executive Committee and Advisory Board shall be indemnified by The Association against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such members of the Executive Committee or Advisory Board in connection with any threatened, pending or completed action, suit or proceeding to which such member may become involved by reason of being or having been a member of the Executive Committee, an officer or member of the Advisory Board of The Association or member of any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of such member's duties. In the event of a settlement, said indemnification shall apply only when and where the Executive Committee approves such settlement and reimbursement as being the best interest of The Association. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which the member of the Executive Committee is entitled.

AMENDMENT I: ANTI-DISCRIMINATION

Amended January 15, 2015

The Association is committed to providing its officers, employees, and volunteers with a work environment that is wholesome, safe, free of drugs and alcohol, conducive to good job performance, and free of discrimination.

Freedom from discrimination includes freedom from all forms of harassment based upon race, color, religion, age, sex, sexual orientation, national origin, handicap, disability, or veteran status. Discrimination against, and harassment of officers, employees, and volunteers is prohibited and may result in disciplinary action up to and including termination of employment and/or affiliation with the Association.

The Association also seeks to create a work environment that upholds the highest ethical standards and guarantees adherence to the Association's policies and procedures that support those standards.

POLICY

No supervisor, other employee, volunteer, board member, vendor, or guest shall threaten or suggest, either explicitly or implicitly, that an employee's submission to or recognition of sexual advances or requests for sexual favors will either enhance or adversely affect the employee's employment, evaluation, wages, advancement, assigned duties, shifts, or any other terms or conditions of employment or affiliation with the Association. Other discriminatory actions occurring in the Association's work environment, whether committed by supervisors, non-supervisory personnel, or, under certain circumstances, non-employees including, but not limited to, board members and volunteers are also prohibited.

These actions include derogatory, degrading or demeaning words, gestures, actions, or similar types of conduct concerning an employee and/or a volunteer's race, color, religion, age, sex, sexual orientation, national origin, handicap, disability, or veteran status. Other prohibited actions include unwelcome, offensive sexual advances, requests for sexual favors, other verbal or physical conduct of a sexual nature, or the creating of an intentionally hostile environment.

Any allegations of serious misconduct involving any past or present officer, employee, or volunteer must be immediately reported to the President or to the President Elect if the President's actions are involved. Any allegations will be kept confidential to the extent possible.

A full investigation will be made and appropriate action taken to eliminate misconduct where it exists. Serious misconduct among officers, board members, employees, or volunteers includes:

- A. Physical, sexual, or mental abuse
- B. Endangering lives or welfare
- C. Harassment, creation of a hostile work environment
- D. Acts of retaliation towards an employee by any management or staff
- E. Misappropriation of funds or property
- F. Violation of foundation policies and procedures
- G. Violations of ethical principles espoused by UNA
- H. Violations of the law

REPORTING ILLEGAL OR UNETHICAL ACTIVITY

If a volunteer or employee observes officer, staff, board member, or volunteer behavior which violates the law or the Association's policies or ethical guidelines, this observation should be reported to the President or to the President Elect if it involves actions of the President.

APPROVED AND ACCEPTED THIS 10TH DAY OF JANUARY, 2017.

BY THE UTAH YOUTH COURT ASSOCIATION OFFICERS.

FINAL DRAFT

Amended 01/10/17

PRESIDENT

SECRETARY

DATE

DATE

APPENDIX A.

Regions of the Utah State Youth Court Association

1. NORTHERN UTAH REGION shall include:

Weber County:
Ben Lomond
Freemont
Ogden High
Roy
St. Joseph High
South Ogden
Washington Terrace
Weber High
Cache County
Brigham City
Morgan

2. DAVIS COUNTY REGION shall include:

Davis County:
Clearfield
Clinton
Farmington
Kaysville
Layton
Sunset
Syracuse
West Bountiful

3. SALT LAKE COUNTY shall include:

Salt Lake County:
ARTEC
Draper
Highland
Hunter
Midvale
Salt Lake
Sandy
Taylorsville
Tooele
West Jordan

4. CENTRAL UTAH REGION shall include:

- American Fork
- Carbon County
- Kamas
- Lehi
- Nephi
- Park City
- Payson
- Pleasant Grove
- Provo
- Salem
- Springville
- South Summit
- Vernal

5. SOUTHERN UTAH REGION shall include:

- Beaver
- Cedar City
- East Millard
- Emery County
- Garfield County
- Hurricane
- Kane County
- North Sanpete
- North Sevier
- Panquitch
- Richfield
- South Sevier
- Washington County
- West Millard