

Hamilton Southeastern Youth Baseball and Softball League Constitution and By-laws

Article I

Name

This organization shall be known as the **Hamilton Southeastern Youth Baseball and Softball League**---hereinafter referred to as the League.

Article II

Purposes and Limitations

The purposes of this organization are:

Section 1. Service youth through an outlet of healthful of activity in the atmosphere of wholesome fun and community participation.

Section 2. To teach the basic fundamentals and skills required in athletic endeavor.

Section 3. To assist youth in developing decent and responsible attitudes towards themselves and others.

Section 4. To achieve these goals the League shall provide a supervised program of baseball and softball open to all community youth who wish to participate, consistent with limitations stated herein.

Section 5. All Directors, Officers, and Participants shall bear in mind that the winning of games is secondary, and molding of future citizens is of prime importance.

Section 6. In accordance with Section 501-C-3of the Federal Internal Revenue Code, the League shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any individual.

Section 7. The League shall not engage in the activities of carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

Section 8. The League may present requests and relevant supporting information to public or governmental organizations for the purposes of obtaining assistance in providing facilities to carry out the purposes of the League.

Section 9. The League shall remain at all times a member in good standing with the Southeastern Program Of Recreational Team Sports, hereafter SPORTS, and comply with all rules and regulations thereof.

Article III

Participation

Section 1: Participation in the League shall be permitted to parents or guardians of the child and or children enrolled in the current program and any other interested adult who contributes significant time or money to the program.

Section 2: Any player candidate who lives within the authorized boundaries of the League, and meets other eligibility requirements as established by any sanctioning body with which the League is affiliated, is eligible to participate in the League.

Section 3: Membership in the League shall be open to all youth within the authorized boundaries of the League, which are defined as the boundaries of the Hamilton Southeastern School District. No player candidate shall be discriminated against in any fashion for reason of race, religion, or ethnic origin.

Section 4: The Board shall determine appropriate Age Groups in the organization of recreational leagues. The age groups shall be determined by birth date. Baseball players shall be determined by the birth date on the 31st day of July in the year of play, and softball by the 31st day of December of the year of play. No player shall be permitted to play outside his/her league age group without the consent of the Player Agent and the approval of the President of Baseball or Softball.

ARTICLE IV

Board of Directors

Section 1. The Board of Directors membership number shall be established and reviewed by the Board. The number of board positions may be changed by majority vote at any regular meeting effective at the next election, and the Board may determine the creation or elimination of Board positions as necessary to carry out the purposes of the League.

Section 2. Term. A term shall consist of two consecutive years on the Board.

Section 3. Eligibility. The Board shall be selected from parents of players participating in the League, or any adult actively interested in promoting the interests of the League. A nominee must be eligible for the full term.

Section 4. Election. The Nominating Committee shall draw up a single slate of candidates to be published on or before Labor Day. The election shall be held at a meeting to be held by September 30.

Section 5. Voting. Voting shall be by secret ballot. Additional nominations may be written in by the membership. Any parent who has a child playing in the League during the previous season or who is currently on the Board of Directors is eligible to vote for Board Membership.

Section 6. Duties. The Board has the power to make, alter, amend, or repeal the bylaws of the League. The affairs and operations of this League shall be vested in the Board. The responsibility for the day to day management and operation of the program currently being conducted by the League shall be vested in the Board.

Section 7. Quorum. A majority of the Board must be present at each meeting to constitute a quorum.

Section 8. Removal. Any elected member of the Board may be removed at any time by a two thirds vote of a quorum of the Board present. A Board Member subject to removal must have two days notice that their removal is on the agenda. The Board Member sought to be removed shall have the right to appear in person and address the Board prior to a vote for removal.

Section 9. Vacancies. When a vacancy is created in a Board Position during the term of the position, the Board may select an appointee to fill out the term of the vacant position. The position will be filled from the Board by nominations from the floor and a secret ballot vote by the entire Board.

Section 10. Duties of Board Members: Duties of Board Members shall be defined by the Board. The League shall maintain a written policy/procedure manual outlining the duties and job functions of each Board Member.

Section 11. No Board Member shall place his personal interests above the interests of the League, show favoritism or prejudice in the conduct of his duties as a Board member, or create an appearance of impropriety and unfairness by his/her conduct.

ARTICLE V

Powers and Duties of Officers

Section 1. The Officers of the Board shall consist of a President (President of Baseball), Vice President (President of Softball), Treasurer, Secretary, Player Agent/Baseball and Player Agent/Softball. The Officers shall also constitute the Executive Committee for the League.

Section 2. President. The President shall:

- (a) Conduct the affairs of the League and execute the policies established by the Board of Directors, and present a report of the condition of the League at the annual meeting.
- (b) Communicate to the Board of Directors, such matters as deem appropriate, and make such suggestions as may tend to promote the welfare of the League.
- (c) Be responsible for the conduct of the League in strict conformity to the policies, principles, rules and regulations, of various governing bodies with which the league is associated.
- (d) Designate in writing, other officers if necessary, to have power to make and execute for/and in the name of the Local League such contracts and leases as may have received the prior approval of the Board.
- (e) Investigate complaints, irregularities, and conditions detrimental to the League and report thereon to the Board or Executive Committee as circumstances warrant.
- (f) Prepare and submit an annual budget to the Board of Directors and be responsible for the proper execution thereof.
- (g) With the assistance of the Player Agent, examine the application and support proof-of-age documents of every player candidate and certify to residence and age eligibility before the player may be accepted for League participation.

Section 3. Vice-president (Softball President).

- (a) In case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, the vice president shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.

Section 4. Secretary. The Secretary shall:

- (a) Be responsible for recording the activities of the League and maintain appropriate files, mailing lists and necessary records.
- (b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Board of Directors.
- (c) Maintain a list of all Participants, Board Members, Officers and committee members and give notice of all meetings of the League, the Board of Directors and Committees.
- (d) Keep the minutes of the meetings of the Board of Directors and the Executive Committee, and cause them to be recorded in a book kept for that purpose.
- (f) Shall conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes and resolutions not otherwise committed.
- (g) Notify Members, Directors, Officers and committee members of their election or appointment.

- (h) Maintain records of elections of all Officers and Board Members.
- (i) Maintain records of all disciplinary action pursuant to the enforcement of Rules of Conduct.
- (j) Provide and transmit to SPORTS all documentary material as needed or requested.

Section 5. Treasurer. The Treasurer shall:

- (a) Perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer or may be assigned by the Board of Directors.
- (b) Receive all monies and securities, and deposit same in a depository approved by the Board of Directors.
- (c) Keep records for the receipt and disbursement of all monies and securities of the League, including the Auxiliary, approve all payments from allotted funds and draw checks therefor.
- (d) Prepare an annual budget, under the direction of the President, for submission to the Board of Directors at the annual meeting.
- (e) Prepare an annual financial report, under the direction of the President, for submission to the Board of Directors at the annual meeting.

Section 6. Player Agent. The Player Agent shall:

- (a) Record all player transactions and maintain an accurate and up-to-date record thereof.
- (b) Receive and review applications for player candidates and assist the President in checking residence and age eligibility.
- (c) Conduct the player auction or draft and all other player transaction or selection meetings.
- (d) Prepare the Player Agent's list.
- (e) Prepare for the President's signature and submission to a sanctioning body, team rosters, including players claimed, and the tournament team eligibility affidavit.
- (f) Create a record of any subsequent player replacements or trades, and provide copies of such record to the secretary.
- (g) Maintain records of player evaluations and tryouts. The Player Agent shall maintain the confidentiality of all player evaluation or tryout information.

ARTICLE VI

Executive Committee

Section 1. The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer, and Player Agents for Baseball and Softball.

Section 2. The Executive Committee shall review Board meeting Agendas, designate joint and separate Board items, make recommendations to the Board regarding policies, rules and the creation of Committees, and hear appeals in disciplinary matters for violations of Rules of Conduct.

ARTICLE VII
Nominating Committee

Section 1. The Nominating Committee shall be appointed by the Executive Committee and shall draw up a list of candidates. All candidates must be qualified to serve according to Article IV, Section 3. The list shall be presented to the Board for their approval prior to securing the consent of the candidates. The slate of nominees shall be presented to the current board as defined in Article IV, Section 4, for voting as defined in Article IV, Section 5.

ARTICLE VIII
Other Committees

Section 1. The Board shall appoint Committees as necessary to carry out the purposes of the League.

ARTICLE IX
Meetings

Section 1. A meeting shall be held before the end of the fiscal year for the election of a Board of Directors and any other business that comes before the incoming and outgoing Boards. The Board of Directors will meet following its election to elect the Officers of the Board.

Section 2. Meetings shall be held monthly between the months of October and June. Additional Meetings shall be called by the President when deemed necessary. Special meetings may be called upon the written requests of three (3) Board members served upon the Secretary.

Section 3. Notice of meetings shall be by mail, telephone, or FAX or e-mail at least one (1) week prior to the meeting. Notice of special meetings shall be given at least 48 hours prior to the meeting.

Section 4. Meetings and actions of the board will be conducted following standard accepted practices; Robert's Rules of Order may be consulted for guidance.

Section 5. Common issues to Baseball and Softball shall be discussed in joint sessions of the entire Board. After common issues have been discussed, Baseball and Softball may break out into separate meetings to discuss and resolve issues pertaining solely to each entity.

ARTICLE X
Rules

Section 1. The Board shall set down in writing policies and rules of play that the League will follow. Coaches and participants will be given copies annually. Such policy matters and rules may be reviewed and proposed revisions and/or additions made by approval of the Board.

Article XI
Codes of Conduct

Section 1. The Board shall create and enforce appropriate Codes of Conduct for Board Members, Players, Coaches, Parents and Spectators. The Board shall review such policies and amend such policies from time to time as appropriate. These policies shall be in writing and in full force and effect prior to league play in any given season, and shall be distributed to all participants. The Board shall be responsible for setting such policies and procedures as are necessary and appropriate to determine the occurrence of violations and the implementation of appropriate action.

ARTICLE XII
Financial and Accounting

Section 1. Income:

- (a) A reasonable league participation fee may be assessed as a parent's obligation to assure the operational continuity of the League. At no time should the payment of any fee be a prerequisite for participation in the league in hardship or other unique cases. Fees shall be established and reviewed annually by the board.
- (b) The League may solicit sponsorship participation from area businesses or entities. Sponsorships may be established for specific teams and/or for the league as a whole. Sponsors may receive recognition through appropriate means as approved by the Board and in conformance with applicable law, ordinance or regulation.
- (c) No sponsor shall be entitled to any financial reimbursement or interest in the league as a result of their sponsorship. This shall not prohibit a sponsor from serving as a vendor to the League for fair value of goods or services provided.
- (d) The League may also receive income through the sale of food, merchandise or other fundraising activities. However, no player shall be required or encouraged to engage in solicitation or merchandising of any product or service as a means of generating revenue for the League.
- (e) No player/participant shall be obligated to engage in fundraising activity for the benefit of the League or for any member team.

Section 2: Expenses:

- (a) The Board of Directors shall decide all matters pertaining to the finances of the League and it shall place all income including Auxiliary funds, in a common league treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.
- (b) The League shall maintain separate accounts and accounting procedures for recreational baseball, travel baseball, recreational softball, travel softball, and tournaments. Funds from these accounts shall not be commingled or transferred from one account for the use of another program. Funds may be transferred to capital accounts, and capital accounts may be created from time to time with the approval of the Board. However, capital funds may not be expended applied unless the capital improvement is of benefit to all participants in the League. The League shall not financially exploit its members for the purpose of creating a large standing funds balance; members who contribute financially to the league should receive the benefits of their contribution.
- (c) All monies received, including Auxiliary funds, shall be deposited to the credit of the League in a local Savings and Loan or Bank and all disbursement shall be made by check. All checks shall be signed by the League Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.
- (d) No Officer or Board Member shall receive, directly or indirectly, any salary, compensation, or emolument from the League for services rendered as Officer or Board Member.
- (e) The fiscal year of the League shall begin on the first day of October and shall end on the last day of September.
- (f) The League shall submit all accounting and financial records for supervision and record-keeping by SPORTS. All accounting and financial records shall be open to public review and examination through request made to SPORTS.
- (g). Distribution of Property upon Dissolution. Upon dissolution of the League and after all outstanding debts and claims have been satisfied, the Members shall distribute the property of the League to such other organization or organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501 (c) (3) of the Internal Revenue Code or any future corresponding provision.

(h) The League shall have in full force and effect a policy of insurance protecting the League from fiscal loss to its assets, protecting the League from any suit or liability for personal injury or other property damage, and for liability for any other negligent, careless or otherwise responsible act.

ARTICLE XIII
Amendments

Section 1. Proposed amendments to these by-laws must be presented in writing to all Board members at least one (1) week prior to a called meeting. At the meeting the proposed changes shall be read by the Secretary, discussed by the Board, voted on the first of two times, and tabled until the next scheduled meeting. At the second meeting, the once voted upon amendment will again be read, discussed, and voted upon. Two-thirds of the Quorum present must vote in favor of the amendment at each reading to approve the amendment. At least one (1) weeks time must lapse between the readings.

Approved by vote of the Board this ____ day of _____, 2004.

Approved and adopted by vote of the Board this ____ day of _____, 2004.

Signatures of officers and present Board Members: