

West Sunbury Area Baseball League Bylaws

Article I – Members

- 1.1 Members shall be defined as any player over the age of 18 and the parents of any player who within the previous 12 months has completed registration to play baseball or softball with the West Sunbury Area Baseball League.
- 4.2 Registration shall be deemed completed upon submission of a signed completed registration form or completed online registration form along with the appropriate fees and acceptance of same by Officer of the League.

Article II - Meetings

- 2.1 Regular Meetings shall be held at a place agreed upon by a majority of the Board of Directors. The Board of Directors should attempt to meet on a monthly basis. Upon approval of the Officers and notification of the entire Board of Directors, meetings may be rescheduled due to scheduling conflicts.
- 2.2 Special Meetings- Special Meetings may be held by the President at the request of the majority of the Officers to conduct special League business or to address or act on issues of special concern with 24 hour notice to the Board of Directors. Any decisions made at a special meeting will be on agenda of next regular meeting to be approved or disapproved. A special meeting is designed to handle a special situation, not to change rules, bylaws or operations. Special Meetings shall be held at a time and place agreed upon by the President and the Officers.
- 2.3 All actions of the Board shall be by majority vote of the Board members present unless otherwise defined by the By-Laws and Constitution. Seven members of the Board of Directors shall constitute a quorum for transacting business at a meeting, provided that at least two of such members are Officers with one being either the President or Vice President.

Article III - Election of Officers

- 3.1 An annual picnic will be held each season. The President, Vice President, Treasurer and Secretary will be elected by the Members of the League at the annual picnic. These positions will be 2-year terms with the election of the President/Secretary and Vice President/Treasurer on alternating years. Upon adoption of these By-Laws, the Vice President/Treasurer will be up for election in the next election. Date, time and location of the annual picnic will be determined on a yearly basis. Newly elected Officers term will begin September 1st of that year.
- 3.2 For the purposes of voting, the parent/guardian of each family will receive one vote. Elections will be held by secret ballot passed out to eligible voters. The counting of the ballots will be done by any encumbered member of the Board of Directors present.
- 3.3 Any Board member may be removed from the Board of Directors by 2/3 majority vote of the entire Board of Directors present at the meeting where the removal of such member is on the agenda. Removal may be for continued absence at meetings, with good cause, lack of interest, or any reason in conflict with the Constitution or Bylaws.
- 3.4 Vacancies which occur by either resignation or removal of a Board member will be filled by the present Board of Directors appointing a new replacement. In the case of a vacancy created among the Officers, an election will be held by the entire Board of Directors. Candidates to fill the Officer's vacancy will be taken from the remaining Board of Directors and another appointed person will fill the vacant Board of Directors remaining term. The exception will be the office of President, which may be assumed by the Vice-President, Treasurer or Secretary, in the respective order, if they so

desire. In this situation the vacancy of their previous position will be filled by the above described method.

- 3.5 Any Member or person from the community, 18 years of age or older, can serve as an Officer or Director.
- 3.6 At the first meeting following the annual election of Officers, the Board of Directors shall receive a report from the outgoing/current President showing the amount of property owned by the League; the amount of monies applied, appropriated or expended during the past spring and summer and the purposes, objects or persons to or for which such applications, appropriations or expenditures have been made; and the names and places of residence of the Members who have been admitted to membership in the League during the year. The report shall be entered in the minutes of the the following Board Meeting.

Article IV - Board of Directors

- 4.1 The Board of Directors shall include:

Elected Board:

President
Vice President
Treasurer
Secretary

Elected Board of Directors

Elections will be held at the annual picnic each season. Three Directors will be elected by the Members of the League. These positions will be a 3-year term. Upon adoption of these By-Laws, the names of three Board of Directors will be drawn from a hat (Group A), another three (Group B) and the remaining three (Group C Group 'A' will be up for election at the 2013 annual picnic, Group 'B' will be up for election 2014 and Group 'C' 2015. Newly elected Directors term will begin September 1st of that year.

The Elected Directors will be assigned by the President to one of the directorships listed below. The President will assign these positions on an annual basis (1-year term). Should any conflicts or disputes arise, these matters will be settled by a majority vote of the entire Board of Directors.

Director T-ball
Director Pee Wee
Director Minor
Director Major
Director Pony
Director Colt
Director of 19U
Director of Umpires
Director of Field Development & Maintenance

- 4.2 Subsequent to the adoption of these By-Laws, the Board of Directors will receive a hardcopy of the document at the following scheduled meeting.

Article V - Duties of Officers

- 5.1 The President shall preside at all meetings of the League and at all meetings of the Board of Directors, shall serve as the Chief Executive Officer of the League, shall be an ex-officio member of all standing and special committees, maintain or appoint an Officer or Director to maintain the

WSABL website and shall perform such duties as are normally associated with the office of President.

- 5.2 The Vice President shall perform such duties as may be assigned by the President, shall otherwise assist the President in the performance of the President's duties, administer the activities of their respective groups, and shall preside at meetings in the absence of the President. The Vice President shall be charged with the responsibility of ordering and purchasing uniforms and playing equipment for the League; the distribution of equipment among the League teams; the collection, inventory and storage of equipment during the off-season,; and preparation of such reports and suggestions as needed by the Board of Directors for budgetary action.
- 5.3 The Secretary shall have custody of the Constitution and By-Laws, and all other records of the League; shall keep an accurate record of the meetings and other activities of the League and of the Board of Directors; shall be responsible for all correspondence on behalf of the League, shall be responsible for receiving USPS mail or assign that responsibility to another Officer or Board of Director, and shall transmit all records and correspondence to any person elected to succeed him or her in that office.
- 5.4 The Treasurer shall receive and disburse all funds with the approval of the Board of Directors, shall keep an accurate account of all funds received and disbursed for the League, shall prepare the budget, shall submit a financial report at all regular meetings and at such other times as may be requested by the President, shall compile an annual report of League finances, shall provide the books of the League and such other documentation as requested to the Review Committee for the annual review, shall make financial reports in compliance with any Local, State and Federal laws, and shall transmit all financial records to any person elected to succeed him or her in that office.
- 5.5 The Officers, along with the Board of Directors, shall be responsible for the recruitment of concession stand volunteers and manager(s) should the Board of Directors decide to operate the concession stand that year. The goal will be for the concession stand manager and volunteers, with a assistance of the Officers and Board of Directors, be responsible for the day to day operations of the concession stand, maintenance and cleaning of stand and equipment. If a concession stand manager is not appointed, all members of the Board of Directors and the Officers shall be responsible for the concession stand. Each Director/Officer shall be assigned one week responsibility on a rotating basis. This responsibility includes opening and closing the stand, purchasing food and supplies, counting money receipts and providing them to the Treasurer, paying umpires and parents, keeping appropriate records, cleaning the stand and equipment and managing parent volunteers.

Article VI - Elected Board of Directors

- 6.1 Should there be no candidates for one or more of the Director position at the annual picnic, the officers shall actively seek out a sufficient number of applicants to meet the needs of the League. Appointment of the candidates proposed by the officers shall be subject to majority vote of the Board of Directors.
- 6.2 The Directors of each League shall select a list of persons from the community or Members for approval by the Board of Directors to serve as coaches. Once a preliminary list is approved, final selection of the coaches will be by majority vote by the Board of Directors. Care shall be taken by the Board of Directors to select those persons who display appropriate temperament, baseball aptitude, general morals and teaching skills as consistent with the values of West Sunbury Baseball League.
 - The Directors will be expected to attend any League meetings for his/her respective League.
 - The Directors will be responsible to coordinate any tournaments or playoffs.
 - The Directors will be the point of contact for disputes, concerns and issues in their respective leagues. The director will bring disputes, concerns and issues to the Board of Directors when needed.

- The director will monitor field maintenance and equipment issues in their league and bring them to the attention of the the appropriate Officer and/or Director.
 - The Director will be responsible for issuing uniforms to the teams and collecting fundraising proceeds from the team coaches to give to the Treasurer.
 - The Directors are to provide an updated report on their respective League at monthly Board Meetings.
 - The Directors of baseball Leagues shall perform such duties as may be assigned by the President and/or Vice President.
- 6.3 The Director of Umpires shall be responsible for the recruitment, management and scheduling of umpires, with exception of Pony, Colt and 19U Leagues, for the West Sunbury Area Baseball League. Umpires shall be approved by a majority vote of the Board of Directors. A record of payments to these Umpires will be kept and submitted to the Treasurer.
- 6.4 The Director of Field Development and Maintenance position shall be charged with the , development and improvement of all playing facilities owned, leased or used by the League, oversee field maintenance schedules, and shall make recommendations to the Board of Directors for suggested or needed expenditures in this area of operation.
- 6.5 The Board of Directors, along with the Officers, shall be responsible for the recruitment of concession stand volunteers and manager(s) should the Board of Directors decide to operate the concession stand that year. The goal will be for the concession stand manager and volunteers, with assistance of the Board of Directors and Officers, be responsible for the day to day operations of the concession stand, maintenance and cleaning of stand and equipment. If a concession stand manager is not appointed, all members of the Board of Directors and the Officers shall be responsible for the concession stand. Each Director/Officer shall be assigned one week responsibility on a rotating basis. This responsibility includes opening and closing the stand, purchasing food and supplies, counting money receipts and providing them to the Treasurer, paying umpires and parents, keeping appropriate records, cleaning the stand and equipment and managing parent volunteers.
- 6.7 From time to time, the Board of Directors may amend the Director titles and responsibilities with a majority vote of the entire Board of Directors.

Article VII - Financial Policy

- 7.1 Dues will be paid at the discretion of the Officers and Board of Directors relative to the leagues chosen for participation.
- 7.2 Insurance will also be paid according to the requirements of each league as well as our League insurance which will be maintained in accordance with proper business risk management practices.
- 7.3 Registration Fees and late fees will be set each year by a majority vote of the Board of Directors.
- 7.4 Umpire fees may be paid from concession stand profits. The Board of Directors will set umpire fees on a yearly basis. Umpires or coaches will sign for all payments.
- 7.5 All Officers will have authorization to sign checks or make purchases for the League. Checks will require two signatures, one being the Treasurer.
- 7.6 A financial report will be prepared on a monthly basis and yearly basis of all expenditures.
- 7.7 Fundraisers will be done at the request of the Board of Directorss majority decision. All player Members may be required to participate in accordance with League guidelines or give up the right to play in games.

- 7.8 Sponsors for all teams will be solicited each year. The fee for sponsorship will be determined by the Board of Directors.
- 7.9 Player Members must pay registration fees and participate in mandatory League fund raisers. Other requirements will be to have active participation by the parents in helping with the concession stand. Each player Member will be required to provide an adult to work the concession stand as many times as is required by Board of Director guidelines.
- 7.10 The Board of Directors shall decide all financial matters pertaining to the League, bearing the responsibility to conduct the financial affairs of the League in a sound, business-like manner.

Article VIII - Special Committees

- 8.1 Special Committees may be appointed by the President and approved by the Board of Directors for such special purposes and with such authority as deemed necessary and shall serve for such time as the President determines. Committee duties and responsibilities are to be outlined at the time of appointment.

Article IX - Rosters

- 9.1 There will be no boundaries set against perspective players, the exception being League Association rule which could mandate preset boundaries.
- 9.2 There will be no discrimination against any player due to race, creed, color or physical disability. The Officers and Board of Directors reserve the right to place individual children in different age bracket and/or require special safety equipment in cases where a child's safety or welfare may be jeopardized by a physical impairment or other handicap. At all times, the decision to enforce equipment or other arrangements will be made to protect the welfare and health of the child.
- 9.3 No additions will be added to the Rosters without the approval of the Officers.
- 9.4 Player age deadlines shall be determined by the Little League Rulebook or appropriate League Association.
- 9.5 Methods of Team Roster selections shall be determined on a year to year basis by the Board of Directors. Players may petition the League to advance to the next age bracket prior to the player reaching that age. A majority vote of the Board of Directors is required to authorize this advancement.

Article X - League Regulations

- 10.1 Member parents/guardians and players will be held to a Player / Parent Code of Conduct. The Board of Directors will adopt a Player / Parent Code of Conduct and require that Member parents/guardians read, agree, sign and abide by the Player / Parent Code of Conduct. Violations of the Player / Parent Code of Conduct will be dealt with as prescribed by the Parent Code of Conduct.
- 10.2 The removal or suspension of a Member player from the program must be by 2/3 majority vote of the entire Board of Directors. Removal or suspension can only be for reasons which violate the Constitution, Bylaws, Player / Parent Code of Conduct or for lack of participation in the League.
- 10.3 Coaches shall be responsible for Member player behavior. Profanity or unruly behavior will not be tolerated. Coaches may discipline the player for inappropriate behavior or attendance by sitting them out during games. A Member player may not be removed from a team without first meeting with the Member parents/guardians and issuing a warning. Then if behavior problems

continue, a Special Meeting of the Board of Directors will be called to hear the circumstances. A 2/3 majority vote of the entire Board of Directors will be taken after all parties have been heard given an opportunity to be heard.

- 10.4 Rules for the most part will be played in accordance with the Official Little League Rulebook. Exceptions will be noted in writing and agreed upon with the other Leagues in which the Board of Directors has elected to participate.

Article XI - Coaches

- 11.1 A maximum of 1 Head Coach, 3 Assistant Coaches and a Score Keeper will be allowed on each team or in accordance with the rules of each League.
- 11.2 Coaches shall be responsible for Member player behavior. Profanity or unruly behavior will not be tolerated. Head Coaches may discipline the player for inappropriate behavior or attendance by sitting them out a game. Coaches are responsible to report any incidents to the Director of the League, President or Vice President prior to the next game.
- 11.3 All head and assistant coaches will be required to sign a Coach's Code of Conduct prior to each season as drafted by the Board of Directors. Violations of the Coach's Code of Conduct may result in removal from coaching. Any Coach may be removed by 2/3 majority vote of the entire Board of Directors present at the meeting where the removal of such Coach is on the agenda. The Coach will be given an opportunity to be heard prior to the vote.
- 11.4 All head and assistant coaches and anyone else deemed appropriate by the Board of Directors will be required to complete and pass background checks as required by Federal, State, and Local laws, insurance requirements, and/or Board of Directors requirements.
- 11.5 All head and assistant coaches will be required to complete field maintenance as determined by the Board of Directors on a year to year basis. Failure to complete the field maintenance may result in removal from coaching.

Article XII – Amendments and Dissolution

- 12.1 These Bylaws may be amended by 2/3 vote of the Board of Directors at a special Bylaws Amendment Meeting called for that purpose. A special Bylaw Amendment Meeting shall only be called by a majority vote of the Board of Directors.
- 12.2 These Bylaws may be dissolved for the purpose of creating new Bylaws or new League by 2/3 vote of the Board of Directors at a special Bylaw Dissolution Meeting called for that purpose. A special Bylaw Dissolution Meeting shall only be called by a majority vote of the Board of Directors.

Article XIII - Roberts Rules

- 13.1 The rules contained in the most current edition of "Roberts Rules of Order" shall govern League meetings and meetings of the Board of Directors and League Committees in all cases in which they are applicable and not inconsistent with these By-Laws and any special rules of order the League shall adopt to facilitate the governing process of such League meetings.

Article XIV - Trophies and/or Awards

- 14.1 Trophies and awards shall be selected and awarded as determined from time to time by the Board of Directors.

- 14.2 All team trophies received through tournament play after the regular season play will become the property of the West Sunbury Baseball League for display as deemed appropriate by the Board of Directors.

President

M. L. Mc 2/11/13

Vice President

M. E. J. J. J. J.

Treasurer

Andy Duly

Secretary

John S.

Board Members

Jim B. B. B.

Eric S.

Mike Mantarella

John P. P. P.

John P. P. P.

John P. P. P.

John P. P. P.

John P. P. P.