

## Laguna Youth Baseball League By-laws

### A California Corporation

1.0 Name: The name of this organization is the Laguna Youth Baseball League hereafter referred to as LYBL. Adopted by the Board of Directors, hereafter referred to as the "Board", on July 6, 2004, with subsequent amendments.

1.1 Purpose and Objectives: The primary objective of the league is to develop and promote in children (usually of ages five to twelve) through the medium of properly supervised and competitive baseball: 1) good sportsmanship, 2) understanding and respect for rules, coaches, and umpires, 3) courage in defeat, 4) tolerance and modesty in victory, and 5) a spirit of cooperation and team play. In the attainment of this objective, the instilling of a desire to win, or the winning of games, is to be the secondary objective.

1.2 Boundaries: The league is bounded on the North by Florin Road, on the South by Dillard Rd, on the East by Highway 99, and on the West by the Sacramento River.

1.3 Authority: The LYBL shall be governed by the By-laws and Coaches Manual adopted by the Board of Directors, except when those rules are superseded by the governing National Presidents Handbook, official National Rule Book, or Major League Rule Book. The governing authority of the LYBL whose powers are designated in the By-laws, shall be vested with the Board of Directors of the League.

1.4 Annual Meeting: An annual public meeting of the Board will be held each September on a date to be designated by the LYBL President. At least ten days notice will be provided through a local newspaper announcement. The residents of the League's participation boundaries will be give the opportunity to provide written questions, comments, or make two (2) minute oral presentations. The order of business at the annual meeting shall be as follows:

- A. Call to Order
- B. Roll Call
- C. Board Officer Reports
- D. Committee Reports
- E. New Business
- F. Open Forum Questions and Answers with the General Public
- G. Good of the Game
- H. Adjournment

1.5 Changes: Any proposed amendments to these by-laws shall be submitted in writing and read at a regularly scheduled Board meeting. A vote shall be taken at the next regularly scheduled meeting requiring a simple majority to pass.

2.0 Board of Directors: All citizens within the boundaries of the LYBL are eligible to be nominated and elected for any board position. It is the responsibility of the outgoing Board to determine if the nominated person is qualified for the position. All board positions will have a term

of one year beginning in August and running through July of the following year. Each member of the board will have full voting privileges. The first meeting in July will be held for the purpose of nominating the Board of Directors for the upcoming year with a vote to be taken by the outgoing board at the second meeting in July. The new positions will be effective at the first meeting in August. Any Board member may be elected to successive terms.

2.1 Executive Board: The Executive Board positions whose term expires will vacate their offices annually on the first board meeting in August. No person may hold the same executive board position for more than two consecutive terms. Any member of the Executive Board can accept an appointment to be a DM except for the President. New Executive Board members for the following year will be nominated and voted on at the first board meeting in August and their positions will be effective immediately. The Executive Board is responsible for all oversight and administration of the tournament teams. The Executive Board positions and duties are as follows:

2.1.1 President: Responsible for overseeing and facilitating all Board Meetings. Represent the league at all District, State or National functions as appropriate. The President represents the league at the Elk Grove Youth Sports Association meetings. The president is responsible for maintaining all filed permits and insurance necessary for league operation. The president also must have been a board member the previous year to be considered for the position.

2.1.2 Vice President - Coaching coordinator for the League teams. Responsible for all matters related to obtaining, developing, monitoring, certifying and implementing discipline as directed by the CRC. Will facilitate try-outs and will co-chair the protest committee.

2.1.3 Treasurer - Responsible for the fiscal accountability of the League. Create and maintain League budget. Monitor Sub-Committee budgets (i.e. Fields, Snack Bar). With the Secretary responsible for preparing and sending any League financial obligations (i.e. Tax Returns, Letters of Incorporation).

2.1.4 Secretary - Responsible for recording and distributing all pertinent information and decisions made by the Board. Responsible for updating and maintaining league's website. Responsible for processing all forms with the Treasurer pertaining to preparing and sending any League financial obligations (i.e. Tax Returns, Letters of Incorporation). Responsible for maintaining, updating, and distributing the by-laws.

2.1.5 Player Agent – Responsible for distribution of all registration and tryout forms. Responsible for updating and returning all hotline calls. Responsible for registering all players in the Major, AAA, and AA divisions. Has final say in all matters of placement or movement of players including drafted players. Works closely with the Non-competitive Player Agent for registration and placement of players that border the AA and A divisions. Will provide the board with the number of teams needed for the Major, AAA, and AA divisions.

2.1.6 Equipment Manager – Responsible for equipment operating budget directly related to the playing and practicing in the LYBL. Responsible for obtaining and maintaining all equipment including but not limited to: balls, uniforms, catcher's gear, trophies etc. Responsible for the issue and collection all required equipment and uniforms.

2.1.7 Fields Manager - Responsible for the maintenance of all fields, and necessary equipment and supplies, to be used by the League for games and practices. Coordinates with the Parks Department and School District regarding maintenance on non-LYBL operated fields. Attends the Elk Grove Youth Sports Association Meetings with the President. Responsible for operating budget for same.

2.1.8 Past President: Responsible for maintaining continuity with the community and Babe Ruth/Cal Ripken District, State, and National. Is a full time member of the Conduct and Rules Committee.

2.2 Division Managers (DM). DM's are elected to those positions by the Board of Directors. Nominations will be made at the second meeting in August. A vote can be taken at this meeting or deferred to the next scheduled meeting. There will be one DM for each of the playing divisions. The DM is responsible for communicating all information to and from the Board to the Managers in their division, coordinating volunteers to work the snack bar, work parties, etc. The DM is also responsible for scheduling an onfield coaching clinic for the coaches in their division prior to the draft.

2.5 Appointed Positions: Appointed positions are made by the Executive Board and the person may or may not be a voting member of the board. Being in an appointed position does not give that persons the rights and privileges of a board member. They serve at the will of the Executive Board and must operate under to direction of the Executive Board. Some of the appointed positions are as follows:

2.5.1 Umpire Coordinator: Responsible for assuring qualified umpires are present at all Major, AAA, and AA regular season and division playoff games. This may be done through agreement with an Umpire's Association. Serves as the Chair of the Conduct and Rules Committee.

2.5.2 Umpire in Chief: A representative of the Umpires Association. Is responsible for providing umpires for all league games.

2.5.3 Tournament Team Coordinator: Perform all the administrative and coordination activities for all league sponsored tournament teams. This will include the construction of tournament books, equipment issue and return, fireworks booth scheduling, field scheduling, collection of sponsor reports, and interfacing with the District or State Commissioner on tournament team related items.

2.5.4 Master Scheduler: Responsible for creating distributing, and maintaining all league schedules.

2.5.5 Fund-Raising Coordinator: Responsible for all duties related to generating revenue for the League with the exception of registration fees and the snack bar. With the Treasurer assure the fiscal needs of the League are met.

2.5.6 Snack Bar Coordinator: Responsible for manning, operating, and maintaining the League's snack Bar. Responsible for operating budget for same.

2.5.7 Publicity Coordinator: Responsible for communications with the parents of the League and the community on all pertinent information. Includes publishing a League newsletter as required, communication with the newspapers and all advertising associated with league business including registration, etc.

2.5.8 Opening Day Coordinator: Responsible for scheduling, coordinating, and overseeing the opening day ceremonies and related events.

2.5.9 Scorekeepers and Coach's Clinic(s) Coordinator: Responsible for scheduling, coordinating, and overseeing all scorekeepers and coaches clinics.

2.5.10 Volunteer Coordinator: Responsible for finding volunteers required to assist Project Coordinators as per their assigned tasks. Will receive a list of volunteers from the player agents and webmaster and will use the list to fill the requirements of the Project Coordinators.

2.6 Rules of Order: Robert's Rules of Order shall be deemed as adopted at all LYBL meetings unless otherwise agreed to by the participants.

2.7 Quorum: One half (1/2) plus one member of the current sitting Board members shall constitute a quorum.

2.8 Meetings: Regularly scheduled monthly meetings are to be held twice a month during the regular season, starting in January and ending with the second meeting in July. Thereafter, the full board or directors will meet once a month at a time and place to be designated by the President. Meeting times during regular season play will be 8:00 pm; off-season meeting times are to be set by the President. The subsequent meeting date, time and location will be announced prior to the conclusion of each meeting. The agenda for the meetings is as follows:

- A. Call to Order
- B. Roll Call
- C. Review of Minutes
- D. President's Report
- E. Treasurer Report
- F. Fields Report
- G. Player Agent Report
- H. Equipment Report
- I. Committee Reports
- J. Old Business
- K. New Business
- L. Good of the Game
- M. Adjournment

2.9 Vacancies and Absences: Any vacancy on the Board shall be filled and approved by the majority vote of the Executive Board. This shall take place at the first available meeting following notification to the Board of the vacancy. Any member missing two (2) consecutive meetings

without notification to the executive board or four (4) meetings during their term will be removed from their position.

2.10 Removal: Any board member that knowingly violates league rules and policies or places personal gain above the welfare of the league can be removed from their position with a majority vote of the Executive Board.

2.11 Voting: Each member of the Board shall have one (1) vote, and must vote in person. Any Board member holding two (2) or more positions on the Board shall still have only one (1) vote. The President will vote only in the event of a tie vote. A board member may submit their ballot to a vote at an emergency meeting to the President or Secretary if they are unable to attend the meeting when the vote is to be taken. The ballot must be submitted in writing (email or fax) no later than 24 hours before the meeting.

2.12 Falsification of Records: Falsification of any records shall be grounds for disciplinary action.

2.13 Rules: Teams, parents, and League Officials shall abide by all LYBL and National Rules. A plea of ignorance to the By-laws, LYBL Coaches Manual, or National Rule Book is not a sufficient defense and violators may expect appropriate disciplinary action.

2.14 Financial Responsibility: All Board members responsible for handling money shall be required to make a written report at every Board meeting listing the amount of money received and spent. The President will appoint an audit committee at the first July meeting to audit the “books” for a final financial report due at the first August meeting.

3.0 League Divisions and Alignment: The league shall be divided into 5 divisions using age as a general guideline as follows:

- A. Major Division consisting primarily of 11 and 12 year old players.
- B. AAA Division consisting primarily of 10 and 11 year old players.
- C. AA Division consisting primarily of 9 and 10 year old players.
- D. A Division consisting primarily of 7 and 8 year old players.
- E. Rookie Division consisting primarily of 5 and 6 year old players.

4.0 Players: All registered players will either be drafted or placed on a team.

5.0 Competition and Rules Committee (CRC): The CRC will convene to rule on protests, behavioral and conduct issues brought before the Board regarding players, coaches and parents. The CRC is made up of the: Umpire Coordinator, the Past President, one (1) Executive Board Member, and a parent at large. There will be a pool of parent volunteers to select from for the parent at large position on the CRC. The pool of parent names will be approved by the Executive Board. The parent at large cannot be a parent of a player in the same division as the individual being brought before the CRC. The parent at large cannot sit on two successive CRC dates. Any ruling by the CRC may be appealed to the Executive Board. The procedures for the CRC are outlined in the LYBL Coaches Manual.