

Enon Baseball Association By-Laws 2007

DOCUMENT REVISION HISTORY

DATE	REVISION NUMBER	DESCRIPTION OF CHANGE	AUTHOR
08/16/2006	1.0	ORIGINAL DRAFT	BETTY PETREE
04/20/2007	1.1	UPDATE GENERAL RULES	BETTY PETREE
07/17/2007	2.0	UPDATE FEE SCHEDULE FOR 2008 SEASON	BETTY PETREE

Enon Baseball Association

By-Laws

Article I

Organization

- Section 1** This organization shall be known as Enon Baseball Association (EBA) of Chesterfield County, Virginia.
- Section 2** The objective of this association shall be to promote teamwork, recreation and the general health and welfare of every youth in Chesterfield County and the surrounding areas as provided for by the governing body.

Article II

Membership

- Section 1** Membership is available to any active participant within the Enon Elementary School jurisdiction or boundary. An active participant is any player or the parent/guardian of a player who returns a registration form to participate on any designated athletic team within the baseball organization.
- Section 2** Persons over the age of 21 which volunteer can be appointed as a Head Coach for any designated athletic team within the organization as long as they are in good standing with the organization and have successfully passed the Chesterfield County Background check.
- Section 3** Persons serving on the Board of Directors shall have the right to speak for or against anyone attempting to become a member of the organization, and a majority vote must be made prior to acceptance or denial of anyone for membership. This section is reserved for but not limited to individuals outside the Enon Elementary School boundaries.

Article III

Board of Directors

- Section 1** The Board of Directors shall consist of the following 6 members:
1. President
 2. Secretary
 3. Treasurer
 4. Athletic Director
 5. Voting Representative
 6. Ways and Means

All the positions above shall be deemed Board Members and must abide by the constitution herein without malice or ill will. There will be only one vote per team no

matter how many representative a team may have. Any Board Member who also serves as a team coach or volunteer will have only one vote.

- Section 2** Immediate family members are not eligible to simultaneously serve on the Board of Directors due to potential conflict of interest or perceived bias. Immediate family is considered as couples (spouse, boyfriend/girlfriend, and domestic partner), parent/child/stepchild, guardian/child/stepchild, grandparent and in-law.
- Section 3** Any vacancies in the Board of Directors will be covered by the existing Board Members until the next election.
- Section 4** Any Board Member requesting appointment to a vacant Board of Directors position will be given first priority.
- Section 5** Any vacancies in the Board of Directors will be filled during the next election from the remaining Board of Directors and the General Membership.
- Section 6** Nominations for the Board of Directors must be submitted at least 30 days prior to October's meeting by a majority of the General Membership.
- Section 7** Nominations for the Board of Directors must be in good standing with the Association and have served as an active Coach, Assistant Coach, Team Mom/Dad, or Board Member for the last two (2) consecutive years.
- Section 8** Nominations for President must be submitted in writing and will be elected by the Board of Directors. The Board of Directors decision is final. The President's position is not an openly elected position on the Board of Directors.
- Section 9** The Board of Directors members are exempt from paying Association sign-up fees for family members (sons, daughters, step-sons, step-daughters, guardianship) playing on athletic teams.
- Section 10** The board shall have the authority to act on any matter, which in their viewpoint intends to incriminate the organization. The Board of Directors shall be responsible for preparing the yearly operational budget and managing all fundraising projects. The Board of Directors shall have powers and duties as deemed necessary.

Article IV

Duties of Board of Directors

Section 1 *President*

The President shall be chairman of the Board of Directors and shall preside at all meetings of the Association and Board of Directors. He/She shall help to extend good sportsmanship and relations with all Teams of the Association, keeping it in harmony with the By-Laws, Rules, and Regulations. The President shall preserve order and shall decide all points of order that may be subject to appeal. A majority of all Board of Directors present shall be required to reverse his/her decision. He/She shall sign all contracts and other documents authorized by the laws of the Commonwealth of Virginia. The President shall have the power to allow a player(s) to move up, after

rosters are turned-in, under urgent circumstances such as, to prevent a team(s) from folding. The President's decision may be reversed by a majority of the Board of Directors. He/She shall perform any other necessary functions as prescribed by the By-Laws and become advisor to newly elected Board.

Section 2 *Secretary*

The Secretary shall keep an accurate and legible record of all meetings and proceedings of the Association and of such correspondence as may be authorized by the Association of Board of Directors. He/She shall mail out written notices or telephone notices to each team representative at least five (5) days prior to a Board of Directors meeting. He/She shall mail out, or distribute at each Association meeting, the minutes of the preceding meeting to each Board Member. He/She shall be the custodian of all documents, incident to the proper and effective management of the Association – past and present – and shall turn same over in complete order to his/her successor. The Secretary shall keep an accurate roster of all participating teams and their Voting Representatives, and perform all other duties as assigned by the President.

Section 3 *Treasurer*

The Treasurer shall collect and receipt all money coming into the accounts of the Association and keep a true and accurate record thereof. He/She shall be responsible for depositing all money received within ten (10) days of receipt. He/She shall make payment when authorized by an official of the Association who has authority to make such expenditures, or by action of Board of Directors if requiring the expenditure of funds. The Treasurer has the right to deny any expenditure request if deemed unnecessary or it puts the Association's funds at risk. All checks drawn on the funds of the Association shall be signed by the Treasurer. The Treasurer shall at each meeting submit an itemized list of expenses incurred during the previous month. He/She shall submit an itemized list of expenses incurred during the previous month. He/She shall present an accounting of the Associations finances at each Association meeting. The Treasurer's records and ledgers shall, at all times be subject to an audit by the Board of Directors. The President shall have the options of hiring an independent CPA or appointing an audit committee (including the newly elected Treasurer) to audit the Treasurer's books during the month of December. He/She shall perform all other duties assigned by the President.

Section 4 *Voting Representative*

Each Voting Representative shall keep an accurate roster of all teams and their players. This will include birth certificates, permission slips, and insurance forms. Each Voting Representative shall also maintain accurate team standings in their respective divisions and distribute a copy of team standings at each Association meeting. Voting Representatives shall have full voting power on the Chesterfield Baseball Clubs (CBC) Board. The Voting Representative shall exercise the responsibility for the interpretation of all baseball rules and decisions or related questions, which may arise on or off the field. Perform duties assigned by the President.

Section 5 *Ways and Means*

The Ways and Means shall submit fundraisers to the Board of Directors. He/She will be responsible for coordinating and organizing fundraisers with representatives of

each team. An Opt-Out fee of \$50.00 will be charged to any member not wishing to participate in the fundraisers.

Section 6 *Athletic Director*

The Athletic Director shall assure all teams are prepared and organized for the season. He/She will be responsible for collecting information for the head coaches in regards to any needed equipment and or uniforms and report strictly to the Board of Directors for a final decision.

Article V

Meetings

Section 1 Regular meetings of the Board of Directors shall be held on the second Tuesday of every month at 6:30 pm. The Board shall select the location of each meeting.

Section 2 A quorum shall be 2/3 attendance of the Board of Directors.

Section 3 Other meetings, designed as special meetings, may be called at the discretion of the President. Advance notice of such meetings, shall be sent out by the secretary.

Section 4 When things are put to a vote, the vote shall be carried as long as it has two-thirds (2/3) vote of members in attendance. No vote shall be held unless five (5) days prior notice is given to all Board Members.

Article VI

Salaries, Wages and Fees

Section 1 No salary or wage shall be paid to any member of the organization except with the advance approval of the Board of Directors.

Section 2 Violation of section 1 or any misappropriations of funds shall be grounds for automatic dismissal. The remaining board members shall hold the right to prosecute under state and federal laws as governed by the state of Virginia.

Section 3 The organization's treasurer shall promptly pay all budgeted debts. The Board of Directors shall deem the approval or expenditures, on a majority vote.

Section 4 Unbudgeted debts in excess of \$25.00 must be approved by the Board of Directors. The organization shall not be responsible for debts made by individuals not following this procedure.

Section 5 Unbudgeted debts \$25.00 and under may be paid by the Treasurer with the consent of the President.

Section 6 The organization's officers may be required to be bonded should the Board of Directors so rule.

Section 7 Fees are subject to change. Fees will remain intact once registrations have begun.

Section 8 Current Fee Rates: Ages based on CBC cutoff for current year of play.

- | | |
|-----------------------------|---|
| 1. Age 8 and below | \$ 80.00 |
| 2. Age 9 to 12 | \$ 90.00 |
| 3. Age 13 and above | \$130.00 |
| 4. Pant Deposit all players | \$ 20.00 |
| 5. Late Registration | \$ 20.00 |
| 6. Fund Raiser Opt-Out | \$ 50.00 Stallion and below.
**Pony and Colt – no fund raising |

Section 9 Unpaid Fees: Uniforms will not be issues to any player prior to full payment and required documents being received.

Article VII

Termination of Membership

Section 1 A member may terminate his/her membership at any time upon notification to the Board of Directors.

Section 2 All organization members shall be under the jurisdiction of the Board of Directors. The board shall have the authority to act on any matter, which in their viewpoint intends to incriminate the organization.

Section 3 Membership may be suspended at any time by the Board of Directors for cause. First (1st) offense will result in game suspensions. Second (2nd) offense will result in termination of membership for the current and following year.

Section 4 Membership may be terminated at any time by the Board of Directors for causes such as, lack of sportsmanship, immoral or bad conduct as a member.

Section 5 If termination of membership is invoked, a two year waiting period is required before membership is restored.

Section 6 The organization's treasurer shall promptly pay all budgeted debts. The Board of Directors shall deem the approval or expenditures, on a majority vote.

Article VIII

Amendments to By-Laws

Section 1 These By-Laws shall be in effect on and after their adoption.

Section 2 The By-Laws may be amended only with a two-thirds (2/3) majority vote of the Board of Directors. After such approval, amendments will be corrected in the By-Laws by the Association Secretary in accordance with the minutes taken at that meeting.

Section 3 Sufficient copies shall be printed for distribution to all Board of Director members.

Article IX

Parliamentary Authority

- Section 1** The President may save time in deciding certain questions by asking if there are any objections. If none are offered, he/she shall declare the action adopted.
- Section 2** The President shall not allow any member to speak more than once on the same subject until all members desiring the floor have been heard, and not more than twice and not more than five (5) minutes at any one time, except those making reports.
- Section 3** Members desire all talk or debate stopped, and a vote taken, they may call for the "Previous Question": when this is done, it shall be put to a vote at once (not debatable) in this form. "Shall all debate be closed and the main question be voted on?" If this is carried by a two-third (2/3) vote of members in attendance, the main question shall immediately be put to a vote without further debate.
- Section 4** Motions can be amended twice.
- Section 5** If a motion has been amended, the amendment must be voted on first. If it has been amended twice, the vote shall be first on each amendment, then on the main question.
- Section 6** All resolutions must be in writing.

All matters not covered in this constitution, Rules of Parliamentary Procedures shall be consulted as the proper authority, and said rules shall be followed as though they were a part hereof.

Agreed upon this _____ day of _____ 2006.

1. _____ President
2. _____ Secretary
3. _____ Treasurer
4. _____ Voting Representative
5. _____ Ways and Means
6. _____ Athletic Director

Enon Baseball Association

General Rules

Article I

Registrations

- Section 1** Registrations will be held during the months of January and February.
- Section 2** Uniforms (shirts, pants, hats, and socks) will be distributed at time of registration.
- Section 3** Uniforms will not be issued to any player prior to full payment and required documents (registration form and birth certificate) being received.
- Section 4** Coaches Uniforms (shirt and hat) will not be distributed until Rosters are finalized. Only coaches on official rosters will receive uniforms.
- Section 5** No head or assistant coaching decisions will be made until all registrations are complete and sign-ups are over.
- Section 6** All waivers will be given to CBC and not a specific association.
- Section 7** Waivers will not be accepted from other associations unless there are insufficient players to fill team.
- Section 8** Waivers will not be given unless a team is full and there are not enough players to fill a second team.
- Section 9** All uniforms will be collected at the end of the Regular Spring Baseball season.
- Section 10** All equipment will be collected at the end of the Regular Spring Baseball season.
- Section 11** No uniforms or equipment will be issued for use during Fall Ball.

Article II

Tournaments

- Section 1** Teams requesting to play in any tournament should notify the Board of Directors for approval and payment.
- Section 2** Tournaments paid for by the Association are the CBC Spring Tournament and the BIB Tournament for Pee Wee and Shetland teams.
- Section 3** Tournaments will not be paid for by the association when the team consists of players/coaches from outside the Enon Association boundaries.
- Section 4** Pee Wee eligible players for tournaments must be at least 6 years old to participate.

- Section 5** If multiple developmental teams (2 Pee Wee, 3 Shetland) exist for the same age level than all players from all teams will be given the opportunity to participate in the tournament.
- Section 6** If number of players exceeds the allowed limit by the association than evaluations will take place prior to final team selection.

Article III

Coaches, Players and Volunteers

- Section 1** A mandatory meeting for head coaches and/or team volunteer will be held with the Board of Directors prior to the start of the season. This is to discuss, but is not limited to, rules and regulations, and the season schedule. If the head coach or team volunteer is replaced or changed during the season, the new coach or volunteer must meet with the Board of Directors as soon as possible to discuss these items.
- Section 2** There will consist of no more than fifteen (15) nor less than twelve (12) players unless a written exception is submitted to and approved by the Board of Directors.
- Section 3** Should a coach or player be ejected for unsportsmanlike conduct from a game, he or she will receive an automatic one (1) game suspension.
- Section 4** Any coach who participates in a fight will be suspended indefinitely.
- Section 5** Any coach or player using profanity, abusive language or being disorderly will be suspended for two (2) games. Second occurrence invokes indefinite suspension.
- Section 6** Any coach or player who threatens or challenges another member (player, coach, volunteer, umpire or board member) of the CBC Association will be suspended for two (2) games. Second occurrence invokes indefinite suspension.
- Section 7** Any coach, player or volunteer shall at any time, whether from the playing field, coach's box, bench or elsewhere, use language which will in any manner refer to or reflect upon opposing players, coaches, volunteers or umpires. First (1st) occurrence will result in a warning. Second (2nd) and all ensuing offenses will subject the player, coach or volunteer to being ejected and/or suspended from the Association indefinitely.
- Section 8** Face masks are required for all Enon Baseball Association players from Pee Wee through Pinto.