

**Bylaws
Great Neck Baseball League**

BYLAWS OF THE

GREAT NECK BASEBALL LEAGUE

as adopted by the
Board-of-Directors
October 3, 2017

ARTICLE 1 – OBJECTIVE

- 1.1 ***The objective of the Corporation shall be to implant firmly in the children of the community the ideas of good sportsmanship, honesty, loyalty, courage, and respect for authority, so that they may be well adjusted, stronger, and happier children and will grow to be good decent, healthy, and trustworthy citizens.***
- 1.2 ***The Corporation shall operate under the supervision of one Board of Directors as elected in accordance with these Bylaws.***
- 1.3 ***To achieve this objective the Corporation will provide a supervised program under the Rules and Regulations of PONY BASEBALL, INC. All Directors, Managers, and Coaches shall bear in mind that attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of the prime importance.***
- 1.4 ***In accordance with Section 501 c (3) of the Internal Revenue Code of 1986, as amended, the Corporation shall operate exclusively as a non- profit educational organization providing a supervised program of competitive baseball games. No part of the retained earnings shall inure to the benefit of any private shareholder or individual. No part of the activities shall carry on propaganda or participate in or intervene in any political campaign on behalf of any candidate for public office.***

ARTICLE 2 – OFFICES

- 2.1 ***The principle office of the Corporation shall be located at such place as from time to time may be fixed by the Board of Directors.***

ARTICLE 3 – MEMBERS, FRIENDS, AND SPONSORS

- 3.1 ***The Corporation shall have no members. All voting power shall be vested in the Board of Directors.***
- 3.2 ***The Board of Directors may appoint as "Friends" or "Sponsors" any persons or entities who have contributed or who intend to contribute goods, services, funds or other assistance to the Corporation. The provisions for the selection set forth by resolution of the Board of Directors, Friends or Sponsors of the Corporation shall have no voting rights and shall not be entitled to notice of or to vote at any meeting of the Corporation.***

ARTICLE 4 – DIRECTORS

4.1 General Powers:

The property, affairs and business of the Corporation shall be managed under the direction of the Board of Directors and, except as otherwise expressly provided by law, the Articles of Incorporation or these By-Laws, all the powers of the Corporation shall be vested in such Board. The President, 1st Vice President and 2nd Vice President may purchase \$400.00 worth of tangible items or services necessary to maintain the existence of the Corporation without prior Board approval. Any such purchases must be immediately made known to the President, Treasurer, and Secretary. Purchases made not deemed necessary may require repayment by the Board Member to the Corporation. Need of the requirement will be accessed by the President, First, and Second Vice Presidents.

4.2 Number of Directors:

The number of officers constituting the Board of Directors shall be determined from time to time by the Board of Directors, but in no event, shall the number of Board Members be less than five (5) or more than twenty-five (25).

4.3 Election and Removal of Directors or Board Members; Quorum:

4.3.1 Board Members shall be elected at each biannual meeting of the Board of Directors to succeed those Board Members whose terms have expired, resigning, and to fill any vacancies then existing or to expand the Board of Directors as permitted hereby. Biannual meetings shall be held in the months of January and June and must be held within twelve (12) months of the prior biannual meeting. In order to be eligible to be elected as a Board Member, an individual must (a) pledge to strive to obtain the Objectives stated in Article One; (b) not have been previously suspended or banned from coaching; and (c) not have been convicted of a felony. Any individual shown not to act consistent with the Objectives stated in Article One shall not be eligible for election to the Board of Directors.

4.3.2 Board Members shall commence the duties of their position the 1st day of the month following their election, or (b) if elected to fill a vacancy created by a resignation or removal of a Board Member, the balance of the term for the replaced Board Member.

4.3.3 Board Members may only serve on the board in any capacity for a term not to exceed 8 years. Afterwards they must step down from the Board for a minimum of one year before they may return to the Board, upon return if immediately following the separated year the Board Member shall be credited for previous service. If separated for more than one year, there will be no credit given for previous service. The positions of President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer are limited to (2) two-year terms at each position by the same Board Member. Any Board Member may be removed from office at a meeting called expressly for that purpose by the vote of the Board of Directors, provided there is a quorum of not less than two-thirds of the entire Board of Directors present and two weeks' notice has been given in advance.

4.3.4 Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of the majority of the remaining Board Members (though such number may be less than a quorum of the Board) and the term of office of any Board Member so elected shall expire at the next biannual meeting at which Board Members are elected.

4.3.5 A majority, which is defined as one member over fifty percent of the current voting members, of the Board of Directors shall constitute a quorum for the transaction of business. The act of a majority of Board Members present at a meeting at which a quorum is present shall be the act of the Board of Directors. Less than a quorum shall not vote but, may adjourn any meeting.

- 4.3.6 Board members are not allowed to obtain or hold any other board member position that would conflict with Great Neck Pony Baseball or any sub-divisions of Great Neck Pony Baseball or special committees listed by Great Neck Pony Baseball. This includes any conflicting baseball leagues and civic leagues. Any board member that is found to have a board position with a conflicting league will be asked to step down from that position.

4.4 **Meeting of Directors**

Meetings of the Board of Directors shall be held at places and at times fixed by resolution of the Board or upon call of the President, Vice President(s), Secretary or Treasurer of the Board, or any three Directors. The Secretary or officer performing the Secretary's duties shall give not less than 24 hours' notice by letter, e-mail or telephone (or in person) of all meetings of Board of Directors, provided that notice need not be given of the biannual meeting or of regular meetings held at times and places fixed by resolution of the Board. Meetings may be held at any time without notice if all of the Board Members are present, or if those not present waive notice in writing either before or after the meeting. Meetings, other than the biannual meeting, will be held monthly during the spring and fall seasons. Meetings during the off-season may be held as needed and prescribed above. Any Board Member without appropriate reason may miss no more than two consecutive meetings. The Board Member must then attend the next two Board meetings before being allowed to tender a vote. The attendance will be recorded in the minutes of each meeting to reflect present and absent. The President and First/Second Vice Presidents shall determine appropriate and acceptable reasons for absence.

4.5 **Voting**

Each Board Member shall be entitled to one vote, assistants are not voting members. Voting may take place in person, through e-mail or by proxy. Every vote will be recorded to reflect total in favor, total against, and individual abstentions in the minutes of any meeting. Proxy voting shall be allowed if a Board Member has not missed the two consecutive Board meetings, without President/Vice President authorization. Proxy voting must be made either (a) in writing/e-mail provided to the Secretary prior to that Board meeting or (b) by providing notice to the Secretary by e-mail/writing prior to the Board meeting that an Assistant shall attend and vote at the meeting. After a motion is made and approved by a vote it cannot be changed or re-voted on for a minimum of 90 days

4.6 **Compensation**

Directors shall serve without compensation.

4.7 **Honorary Directors**

In addition to the Board Members with voting powers, the Board of Directors may from time to time appoint as "Honorary Directors" one or more individuals who the Corporation wishes to honor and to facilitate their continued interest in the Corporation because of their stature in the community, their past contributions to the Corporation, or their satisfaction of such other criteria as may be set forth in Bylaws or established from time to time by resolution of the Board of Directors. An Honorary Director shall not be entitled to vote on any matter, shall not be entitled to notice of any meeting and shall not count for purposes of establishing a quorum. All references to 'Board Members' or to the "Board of Directors" contained in these By-Laws shall refer only to Board Members with voting powers and not to Honorary Directors or Non-Voting Board Members.

4.8 **Paid individuals or contractors**

Person/persons who have received financial compensation for work done/performed as a paid employee/contractor/subcontractor/1099 individual, or etc. will not be allowed to have a board position. This includes any/all work done for Great Neck Pony Baseball or any sub-divisions for Great Neck Pony Baseball.

ARTICLE 5 – OFFICERS

5.1 **Number of Officers:**

The officers of the Corporation shall consist of a President, 1st and 2nd Vice President, Secretary and Treasurer, one or more Player Agents/Registrar, Division Directors, Promotion/Sponsorship Director, and League Mom. Other officers may from time to time be elected by the Board of Directors. Any two officers may be combined in the same person, as the Board of Directors may determine, except that the President and Secretary may not be the same person, and the Treasurer cannot be combined with President, 1st Vice President, 2nd Vice President, or Secretary.

5.2 **Election and Term of Office:**

Officers shall be elected biannually by the Board of Directors at the biannual meeting. All officers shall hold office until the next biannual meeting, in which their position is up for re-election, of the Board of Directors or until their successors is elected. In order to be eligible to be elected 1st Vice President, 2nd Vice President, Secretary or Treasurer, an individual must complete one year of service on the Board of Directors immediately prior to the biannual meeting. In order to be President, you must serve one year as a General Board Member and one year as a Vice President, 2nd Vice President, Secretary, or Treasurer.

5.3 **Election of Officers: Vacancies:**

5.3.1 Any officer of the Corporation may be removed by two-thirds vote of those present at a meeting of the Board of Directors called expressly for that purpose. Notice of such meeting shall be given by letter, e-mail, telephone or in person at least ten (10), and not more than twenty (20), days in advance. Vacancies may be filled by the Board of Directors at any duly constituted Board meeting.

5.3.2 The election of the following positions shall occur in odd years: (a) President; (b) Secretary; (c) Registrar; (d) Shetland/Developmental Director; (e) Mustang Director; (f) Pony Director; (g) Promotion/ Sponsorship Director; and (h) Colt/Palomino/Thoroughbred Director.

5.3.3 The election of the following positions shall occur in even years: (a) Vice-Presidents; (b) Treasurer; (c) Pinto Director; (d) Bronco Director; (e) Academy Director; (f) Champions Director; and (g) League Mom Director (h) Tournament Director.

5.4 **Duties:**

The officers of the Corporation shall have such duties as generally pertain to their respective offices, as well as such powers and duties as are prescribed by law or are hereinafter provided or as from time to time shall be conferred by the Board of Directors. The Board of Directors may require any officer to give such bond for the faithful performance of his or her duties as the Board may see fit. Specific duties are outlined in Article 12.

ARTICLE 6 – COMMITTEES OF THE BOARD OF DIRECTORS

6.1 **Scholarship Committee:**

The Scholarship Committee as established by the Board of Directors may award two annual scholarships in the amount of \$500 each. In order to be considered for a scholarship an alumnus of the Great Neck Baseball League must have played in the league for at least two years prior to application and be a senior in high school. Likewise, an application must be submitted prior to the stated deadline along with the School and Community Form, an Essay on the designated topic, an Official Secondary School Transcript, a copy of the letter of Acceptance from the school they are planning to attend, and two Letters of Recommendation. When the aforementioned information has been received, the Scholarship Committee will administer two annual scholarships. Deadline for application is May 1 of each year.

6.2 **Finance Committee:**

Shall, in cooperation with the Treasurer, prepare an annual budget for the Corporation; shall be charged with preparing an annual audit of the Corporation's financial activities; shall oversee fundraising activities and securing of sponsors on behalf of the Corporation and, at the request of the Treasurer shall assist with the collection and handling of Corporation monies. The Finance Committee shall be made up of the President, First and Second Vice Presidents, Treasurer, Secretary, and any other Board Member deemed necessary by resolution of the board.

6.3 **Other Committees:**

The Board of Directors, by resolution duly adopted, may establish or abolish standing and special committees of the Board as it sees fit. Members of committees, including the President, shall be appointed by the President with the consent of the Board of Directors for a fixed term, not to exceed one year. Committee members may be reappointed at the discretion of the President.

6.4 **By-Laws Committee:**

Shall, in cooperation with the President, meet annually in January following the Bi-Annual meeting, in order to review the current By-laws. This review shall consist of ensuring compliance as well as rendering suggestions for revisions as needed. This committee shall consist of the President, Vice President or 2nd Vice President, Secretary, Treasurer, and any other general board member deemed necessary by resolution of the board.

6.5 **Rules Committee:**

Shall, in cooperation with the Vice President and 2nd Vice President, meet annually in February prior to the March meeting, in order to review current rules for each division. This review shall consist of ensuring compliance as well as rendering suggestions for revisions as needed. This committee shall consist of the Vice President, 2nd Vice President, Secretary, Division Directors, and any other general board member deemed necessary by resolution of the board.

6.6 **Meetings:**

Regular and special meetings of any committee established pursuant to this Article shall be called and held subject to the same requirements with respect to time, place and notice as are specified in these By-Laws for regular and special meetings of the Board of Directors.

ARTICLE 7 – THE AUXILIARY; STANDING AND SPECIAL LEAGUE COMMITTEES

7.1 **Auxiliary:**

- 7.1.1 **An Auxiliary organization may be formed for the purpose of assisting the Board of Directors in fundraising activity, concession stand operation, and other activities as suggested by the Board of Directors.**
- 7.1.2 **All activities of the Auxiliary are subject to the approval of the Board of Directors.**
- 7.1.3 **The President of the Auxiliary shall become a member of the Board of Directors of the League upon election and for the term of office.**

7.2 **Standing Committees of the League:**

The President or the Board of Directors may appoint directors, officers, Honorary Directors, Sponsors, and Friends of the Corporation or any other suitable persons to various permanent or standing committees of the Corporation as necessary. The duties and responsibilities of such committees shall be as the President or the Board may direct.

7.3 **Special Committees:**

Special Committees may be appointed by the President for such special purposes as deemed necessary. Committee duties and responsibilities are to be outlined at the time of the appointment and such committees shall be dissolved at the annual meeting following appointment, but may be reappointed at any time following the annual meeting.

ARTICLE 8 – AFFILIATION

8.1 **Charter:**

The Corporation shall annually apply for a Membership certificate from PONY BASEBALL, INC., and shall do all things necessary to obtain and maintain such certificate. The Corporation shall devote its entire energy to the activities authorized by such certificate and it shall not be affiliated with any other program or organization or operate any other program. It is the responsibility of the President and Secretary to apply for Membership annually.

8.2 **Rules and Regulations:**

The official Rules and Regulations as published by PONY BASEBALL, INC., Washington Pennsylvania shall be binding on the Corporation.

ARTICLE 9 – PROHIBITION AGAINST SHARING IN CORPORATE EARNINGS

No member, director, officer, employee, member of a committee or any person connected with the Corporation, or any other private entity shall pecuniary profit from the operations of the Corporation, provided that this provision shall not prevent the payment to any such person of such reasonable compensation for services rendered to or for the Corporation in effecting any of its purposes as shall be fixed by the Board of Directors and no such person or persons shall be entitled to share in the distribution of any of the corporate assets upon the dissolution of the Corporation. Upon such dissolution or winding up of the affairs of the Corporation, whether voluntary or involuntary, the assets of the Corporation, after all debts have been satisfied, then remaining in the hands of the Board of Directors shall be distributed, transferred, conveyed, delivered and paid over, in such amounts as the Board of Directors may determine or as may be determined by a court of competent jurisdiction upon application of the Board of Directors, exclusively to charitable, scientific, literary or educational organizations, which would then qualify under the provisions of Section 501 c (3) of the Internal Revenue Code of 1986, as it then exists.

ARTICLE 10 – RULES OF PROCEDURE

- 10.1 ***Unless otherwise specified in these By-Laws or in the Articles of Incorporation, all proceedings of the Corporation shall be guided by Robert's Rules of Order.***
- 10.2 ***If a motion is made that in the opinion of three or more Board Members affects the entire league, in how it is regulated, officiated, or affects changes to PONY guidelines, that motion will be tabled for one month. Subsequently it will be posted on the next Board meeting agenda for discussion. A vote of its merit may be taken at such meeting or the motion may be carried over to future Board meetings. Under no such circumstance will said motion be voted on, either positively or negatively, without a majority of the Board being present nor before such discussion time as described herein has passed.***
- 10.3 ***All agenda items must be submitted in writing to the Secretary no less than forty-eight hours prior to the Board meeting during which said item will be discussed. All items properly submitted and placed on the agenda will be discussed or assigned an appropriate date and time for further discussion. All items submitted less than forty-eight hours prior to the next Board meeting will be discussed during the next subsequent Board meeting.***

ARTICLE 11 – MISCELLANEOUS PROVISIONS

11.1 Seal:

The seal of the Corporation shall consist of a flat-faced circular die, of which there may be any number of counterparts, on which there shall be, engraved the word "Seal" and the name of the Corporation.

11.2 Fiscal Year:

The fiscal year of the Corporation shall begin on January 1 and end on December 31 of each year.

11.3 Bi-Annual Meeting:

The Bi-Annual Meeting will be held each year on the first Tuesday of January and first Tuesday of June.

11.4 Checks, Notes and Drafts:

Checks, notes, drafts and other orders for the payment of money shall be signed by such persons as the Board of Directors from time to time may authorize. When the Board of Directors so authorizes, however, the signature of any such person may be a facsimile.

11.5 Amendment of By-Laws:

Unless proscribed by the Articles of Incorporation, these By-Laws may be amended or altered at any meeting of the Board of Directors by affirmative vote of two-thirds of the number of directors then elected and serving. Notice of intention to amend the By-Laws must be given at least two weeks in advance.

ARTICLE 12 – POSITION DESCRIPTIONS AND RESPONSIBILITIES

12.0 President:

- 1) The President shall be the Chief Executive Officer of the Corporation and shall be primarily responsible for the implementation of the policies established by the Board of Directors. The President shall have authority over the general management and direction of the business and operations of the Corporation subject to the ultimate authority of the Board of Directors. The President shall, when directed by the Board of Directors, sign with the proper officers of the Corporation all contracts, conveyances to and from the Corporation, and any other obligations in the name of the Corporation. In addition, the President shall perform all duties incidental to the office of the President and such other duties as from time to time may be assigned to the President by the Board of Directors, including without limitation, the following:
 - a) Present a report on the condition of the Corporation at the biannual meetings.
 - b) Be responsible for the conduct of the Corporation in Strict conformity to the policies, principles, rules and regulations agreed to under the conditions of the Charter issued by PONY BASEBALL, INC.
 - c) Designate in writing, other officers, if necessary, to have power to make and execute for/and in the name of the Corporation such contracts and leases as may have received prior Board approval.
 - d) Investigate complaints, irregularities and conditions detrimental to the Corporation and reports thereon to the Board of Directors.
 - e) Present an annual budget to the Board of Directors and be responsible for the proper execution thereof.
 - f) With the assistance of the Player Agent, examine the application and support proof of age documents of every player candidate and certify to the residence and age eligibility before they may be accepted for tryouts and selection.
 - g) The following Board positions will report directly to the President: First Vice President, Second Vice President, Secretary, Treasurer, Promotions/Sponsorship, and Player Agent/Registrar.

12.1 First Vice President:

Shall have any powers and duties as may from time to time be assigned to him or her by the president or the Board of Directors. In case of the absence or disability of the President and provided authorization by the President or Board so to act, the First Vice President shall perform the duties of the President, and when so acting, shall have all the powers of that office. The First Vice President may serve as an ex officio member of any committee. The First Vice President will have responsibility and over sight of the actions and requirements of the following Board positions: Thorobred/Palomino/Colt Division Director; Pony Division Director; Bronco Division Director; and Academy Director.

- 1) Physical field maintenance to include:
 - a) Overall condition and playability of GNBL fields, cages, bullpens, training aids, and structures on GNBL property.
 - b) Assignment of GNBL fields and cages for tryouts, practices, and games.
 - c) Allocation and assignment of Off-site facilities for tryouts and practices.
 - d) Allocation of general field and facility maintenance items to include:
 - i) Bases
 - ii) Base Plugs
 - iii) Rakes
 - iv) Tamps
 - v) Shovels
 - vi) Turfis
 - vii) Chalk
 - viii) Line Paint
 - ix) Misc. Hardware and Tools
 - x) Etc....
- 2) League Management:

- a) Schedule umpires for all games during the Spring/Fall seasons and tournaments if applicable.
- b) Provide a report at each monthly board meeting to include field and facility maintenance, structured as to indicate highest priorities first.
- c) Be present for all Rec and Post Season tryouts and drafts for the divisions that fall under the 1st VP's authority and schedule to accommodate as such.
- d) Review all Rosters and Schedules for all divisions under the 1st VP's authority prior to those being posted for general viewing.

12.2 Second Vice President:

Shall have any powers and duties as may from time to time be assigned to him or her by the President of the Board of Directors. In case of the absence or disability of the President and First Vice President and provided authorization by the President and First Vice President or Board so to act, the Second Vice President shall perform the duties of the President and First Vice President, and when so acting, shall have all the powers of those offices. The Second Vice President may serve as an ex officio member of any committee. The Second Vice President will have responsibility and over sight of the actions and requirements of the following Board positions: Mustang Division Director; Pinto Division Director; Shetland/Developmental Division Director, and Summer League.

- 1) Allocation and Maintenance to include:
 - a) Allocation of all uniforms and apparel items for Rec, Post Season, Board, and Special Events.
 - b) Allocation of all equipment to include:
 - i) Catchers gear
 - ii) Gloves
 - iii) Helmets
 - iv) Bats
 - v) Baseballs
 - vi) Buckets
 - vii) General Supplies
 - viii) Administrative Supplies
 - ix) Etc.....
 - c) Maintaining all baseball and auxiliary equipment owned by GNBL such as:
 - i) Currently owned Baseball equipment
 - ii) Gator
 - iii) Tractor
 - iv) Etc.....
- 2) League Management:
 - a) Provide oversight and direction for all post season and tournament play.
 - b) Provide a report at each monthly board meeting to include equipment and apparel status, structured as to indicate highest priorities first.
 - c) Be present for all Rec and Post Season tryouts and drafts for the divisions that fall under the 2nd VP's authority and schedule to accommodate as such.
 - d) Review all Rosters and Schedules for all divisions under the 2nd VP's authority prior to those being posted for general viewing.

12.3 Treasurer:

The Treasurer shall have charge of and be responsible for all funds, securities, receipts and disbursements of the Corporation, and shall deposit all monies and securities of the Corporation in such banks and depositories as shall be responsible for ensuring that adequate financial records and accounts are maintained in accordance with generally accepted accounting practices; for the preparation, in conjunction with the annual meeting and subsequent monthly meetings appropriate operating budgets and financial statements for approval by the Board; and for the preparation and filing of all tax returns required by law. In addition, the Treasurer shall perform all other duties as from time to time may be assigned by the President or the Board of Directors without limitation. Treasurer will have the responsibility of the oversight and operations of the concession stand.

12.4 **Secretary:**

The Secretary shall ensure that all records and minutes of all meetings and proceedings of the Corporation are properly kept and maintained; and shall attest the signatures of the proper officers of the Corporation on all contracts, securities, and other obligations of the Corporation in the name of the Corporation and shall affix the seal of the Corporation thereto when so required. In addition, the Secretary shall perform all other duties incidental to the office of Secretary and such other duties as from time to time may be assigned by the President or the Board of Directors, including without limitation, the following:

- (a) **Maintain a list of all Directors, Honorary Directors, officers, committee members, Friends, and Sponsors and give notice of all meetings as required.**
- (b) **Conduct all correspondence not otherwise specifically delegated in connection with said meetings and be responsible for carrying out all orders, votes and resolutions not otherwise omitted.**
- (c) **Notify Directors, Honorary Directors, officers, Committee members, Friends and Sponsors of their election or appointment.**

12.5 **Player Agent/Registrar:**

This position shall be responsible for supervising the registration of player and coach candidates and shall maintain any listing of eligible players not assigned to teams who may be available as replacement players. In addition:

- a) Recording all player transactions and maintain an accurate and up to date record thereof;**
- b) Receiving and reviewing applications for player candidates and assist the President in checking residence and age eligibility;**
- c) Preparing the Player Agents list;**
- d) Notifying PONY BASEBALL, INC. Headquarters of any subsequent player replacements or trades, if applicable; and**
- e) Performing all other duties as from time to time may be assigned by the President or Board of Directors.**

12.6 **Promotion/Sponsorship Director:**

This position shall supervise fund-raising activities and, in cooperation with the Board of Directors, will secure corporate sponsors on behalf of the Corporation.

12.7 **League Mom Director:**

This position is the ombudsman for the league representing a liaison between the individual team moms, their respective Division Directors, and the Board. In addition, this position is responsible for

1. Trophies
 - Order & pick-up Spring End-of-Season Tournament trophies for Pinto, Mustang and Bronco
2. Opening Ceremonies

- Coordinate teams for Opening Ceremonies (send emails, post flags, organize teams)

3. Team Photos

- Secure Photographer for Spring Pictures
- Create schedule for team photos
- Distribute Photos

4. Team Mom Liaison/ Disseminate Team Mom Responsibilities

- Organize and Chair Team Mom Meeting in Spring; email List of Responsibilities in Fall

12.8 **Division Directors:**

These positions shall be recommended by Board Members and elected annually by the Board for each division operated by the Corporation. Each director shall be responsible for all aspects of their respective division's routine operation. Close coordination with the Board of Directors and other officers is required, and each Division Director is required to work closely with the managers, coaches, umpires, and players of his or her respective division. The Division Directors are as follows: (a) Academy Director; (b) Shetland/Developmental Director; (c) Pinto Director; (d) Mustang Director; (e) Bronco Director; (f) Pony Director; (g) Colt/Palomino/Thorbred Director; (h) Champions Director; and (i) Tournament Director. Division League Directors shall be responsible for:

- Establish number of teams needed and assign volunteers accordingly in cooperation with the Division VP.
- Hold tryout and draft meeting with managers and coaches no less than 3 days prior to tryouts and draft.
- Plan, Organize, and execute tryouts and draft under the supervision of division VP.
- Assign and manage field allocation, for the purpose of practices prior to the draft.
- Establish team rosters within 24hrs after the completion of the draft and notify the Division VP for review and posting.
- Establish game schedules within 7 days after the completion of the draft and notify the Division VP for final review and posting.
- Up hold and enforce all rules, policies, standards, and by-laws for their respective division.
- Arranging for make-up games within 7 days of originally scheduled game, if rescheduling is required.
- Reporting the status of their respective divisions in writing and verbally to the President at each Board of Directors meetings to be included in the minutes and the Corp's newsletter.

Performing all other duties as from time to time may be assigned by the President or Board of Directors.

League Directors not adhering to directions of the Board, guidance provided by the Board, or specific instructions provided by the President or their respective Vice President will be issued a warning. Subsequent ignorance will result in dismissal from the Board.

Division manager, coaches, team mothers, players, and parents not adhering to directions of the Board, guidance provided by Board Members, or specific instructions provided by Board Members will be issued a warning. Subsequent ignorance will result in dismissal from the league without refund of registration fees.

12.9 **Assistant Directors:**

At the discretion of the Board of Directors, the Board may select assistants for each position described in Sections 5.5 through 5.9. Any assistants shall be recommended by Board Members and elected annually by the Board. President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer shall not have assistants. Assistants shall have no voting rights.

Assistants not adhering to directions of the Board, guidance provided by the Board, or specific instructions provided by the President or their respective Vice President will be issued a warning. Subsequent ignorance will result in dismissal from the Board.

12.10 Academy Director:

The Academy Director will report directly to the First Vice President and shall be responsible for overseeing the Academy program to include selection and supervision of the team managers for each age group, enforcement of the Academy rules approved by the Board, scheduling of fields and dome for practices and Academy games. The Academy Director will have direct supervision with any/all coaches for any teams that are listed above.

Academy Director

- 1) Facilitate the workings of all Academy teams and Developmental programs
 - a) Games for teams
 - b) Practices for teams and developmental
- 2) Work with HARSА in planning of seasons each Spring and Fall
- 3) Intercept issues between HRSА and GNBL
- 4) Maintain website for the Academy
- 5) Facilitate field maintenance and preparation for each practice/game
- 6) Liaison between GNBL Treasurer and HRSА for monthly payment
- 7) Validate registered amount and invoiced amount from HRSА

Academy Assistant Director

- 1) Website updates
- 2) Game scheduling for all teams
- 3) Attendance for teams and developmental
- 4) Run attendance reports for month end invoicing
- 5) Confirm payments from each team player and developmental player are received before month end