

TWIN COUNTY YOUTH BASEBALL BYLAWS

ARTICLE I: MEETING AND VOTING

Section 1. The membership of TWIN COUNTY YOUTH BASEBALL is described as follows; a parent or legal guardian of a child that participated in baseball at Twin County Youth Baseball during that calendar year, or a coach, assistant coach or board member for the same calendar year. The calendar year is defined as the last day of registration until December 31st of that year. NO AMMENDMENT MAY BE MADE TO THIS SECTION.

Section 2. The membership of **TWIN COUNTY YOUTH BASEBALL** ("the League"), will hold an annual meeting in August at such a place determined by the Board of Directors. Notice of time and place of such annual meeting will be made known to the membership of the League through publication in the local newspapers and/or on the local cable access channel and/or individual mailing (*in whatever form contact is generally made with the membership*) not less than 10 days prior to the date of the meeting.

Section 3. Special meetings of the League membership may be called by the President, or by majority vote of the Board of Directors, or by not less than 50 members of the League upon written request to the Secretary. Notice of time and place of special meeting of the League membership will be made known to the membership of the League not less than five days prior to the date of the meeting.

Section 4. At each annual meeting of the League, every eligible member present will be entitled to vote. There will be no proxy voting. A majority of those present and eligible to vote will be required for election and questions brought to a vote.

Section 5. At each special meeting of the League, every eligible member present will be entitled to vote. There will be no proxy voting. A majority of those present and eligible to vote will be required for election and questions brought to a vote. Membership shall be entitled to vote provided those individuals have attended at least ½ of the regularly scheduled board meetings in order to vote.

Section 6. The presence of five members who are eligible to vote is required to constitute a quorum for the transaction of business at any special or annual meeting of the League.

Section 7. The presence of five Directors is required to constitute a quorum for the transaction of business at a regular meeting of the Board of Directors.

Section 8. Regular board meetings will be held once a month from January to November of one calendar year. All other board meetings will be at the discretion of the Board of Directors and considered to be open meetings. The Board of Directors shall reserve the right to move into closed Executive session.

ARTICLE II: ELECTION OF OFFICERS

Section 1. At a meeting prior to the annual meeting, a Nominating Committee will be appointed by the President, consisting of two members of the Board of directors and two members of the general membership, to obtain and nominate officers for the following year. All nominations must be received no later than 6:00pm on the Friday preceding Election Day to be valid.

Section 2. Any member deemed to be in good standings with the league will be eligible for election or re-election to the Board of Directors. Any member suspended, dismissed or barred will not be eligible to participate in the election or voting process.

Section 3. You must have served at least two (2) years on the Board of Directors to be eligible for election to an Executive Board Position. In the absence of an eligible member with two years board experience, a member of good standing may be approved for election by the Board of Directors.

Section 4. In the event an officer dies, resigns or is unable to perform the duties of office for any reason, the Board of Directors, by majority vote of the entire Board, will be empowered to select a replacement of such officer, who will serve until the term for the replaced officer would normally expires.

Officer's Conflict of Interest: Executive Board members shall not hold board positions on competing baseball or softball boards or organizations.

ARTICLE III: EXECUTIVE AND BOARD OF DIRECTORS

Section 1. The Executive Board will include the President, Vice President of Baseball, Vice President of Softball Secretary, Treasurer, Player Agent of Baseball, Player Agent of Softball, Concession Stand Manager, Program Manager, and Liaison Officer.

Section 2. The Board of Directors will include the Executive Board, Chief Umpire, Facilities Manager, Sponsor/Fundraiser Manager, Equipment Manager and all Divisional VP's.

1. Election Cycles will be as follows for the following positions.

TWO YEAR TERMS

Even Years

President
Secretary
Treasurer
Facilities Manager
Vice President of Softball

Odd Years

Vice President of Baseball
Player Agent of Baseball
Concession Stand Manager
Player Agent of Softball

2. Election Cycles will be as follows for the following positions.

ONE YEAR TERM

Chief Umpire
Sponsor/Fundraiser
Equipment Manager
VP's of Baseball - 1 per age Division
VPs for softball - 1 per age division

Section 3. The Board of Directors will meet on a regular basis at such time and place determined by the President; special meetings of the Board may be called by the President or by the Secretary, upon receipt of a written request by at least three members of the Board of Directors.

Disciplinary Policies:

Section 1. The Board of Directors will have the authority to suspend, discharge or otherwise discipline any player, manager, coach, umpire, League officer or other person whose conduct is in violation of the Rules and Regulations of PONY Baseball and/or is considered detrimental to the best interests of the League.

1. Persons subject to such discipline will have the right to reasonable notice of the complaint and a hearing before the Board of Directors before such discipline is imposed.
2. In the event of discipline procedures involving a player, or other person under the age of 18, that person's parents will be invited to attend.
3. Discipline may be imposed upon a majority vote of the Board of Directors present at the hearing.

Section 2. All participants and spectators, who refuse to comply with the rules of Baseball, PONY Baseball, or the League, may be subject to disciplinary action.

Section 3. Recognizing the difficulty of establishing specific penalties for a variety of violations of acceptable conduct, the following penalties are suggested. The Board of Directors may exercise its discretion and impose a penalty that best coincides with the severity of the offense.

1. Warning. The offending person will be advised, in writing, of the offense, and further advised that repetition of the offense may (or will) result in a more severe penalty.
2. Suspension. The offending person will be advised in writing that he or she has been suspended from all League activity for a specific number of games, or days.
3. Dismissal. The offending person will be advised in writing that he or she has been dismissed from the League for the remainder of the current year.
4. Barred. The offending person will be advised in writing that he or she has been barred from present and future participation in the League, permanently, or for a specific number of years.

Section 4. The President, upon evidence of misconduct of any player, will notify the manager of the team of which the player is a member and the parents of any such player who is less than 18 years of age within 72 hours of the act. The manager will appear with the player before the League Player Agent and at least three other members of the Board of Directors for consideration of appropriate action. The player's parents or guardians will be advised of the meeting, and invited to attend the meeting. The Board of Directors will document any and all disciplinary actions as they occur.

Section 5. The President, upon evidence of misconduct of any spectator or membership, will notify the manager of the team of which the player is a member and the parents of any such spectator or membership who is less than 18 years of age within 72 hours of the act. The manager will appear with the individual(s) before the League Player Agent and at least three other members of the Board of Directors for consideration of appropriate action. The spectator or membership's parents or guardians will be advised of the meeting, and invited to attend the meeting. The Board of Directors will document any and all disciplinary actions as they occur.

Selection of Coaches:

The Board of Directors will select managers (head coaches) by majority vote of the Board of Directors. The Board of Directors may establish minimum qualifications for any coach and will have final approval of any coach.

Background checks

- All managers and coaches, as well as any other persons and volunteers who provide regular service to the league and/or have repetitive access to, or contact with, players or teams are required to complete a background check paid for by the league.
- TCYB must conduct annually a nationwide background search that contains the applicable government sex offender registry data.
- Any background check that reveals a Felony or Sex offense of any kind, or an individual who has been convicted or plead guilty to charges involving any charges against a minor, no matter when the offense occurred, must not be permitted to work or volunteer and will result in immediate termination from the league or eliminated from consideration for any position.
- If the league discovers that an individual has Sexual offenses or offenses against minors that are pending the individual cannot be appointed or must be suspended from his/her current position, pending the outcome of the charge.

- TCYB Board of Directors shall appoint the League President and two other individuals to handle background checks. These individuals may or may not be members of the local league's Board. For example, the Board of Directors may choose to appoint individuals who have professional experience with conducting and processing background checks, such as law enforcement officers or individuals with a legal background.
- If a person fails the background check, the board of directors will be notified, to insure no involvement with any players.
- The Secretary should keep each background check data obtained on file for two years and shall only share personal information contained in the background check with other members of their board of directors in order to make personnel decisions. Once the local league ceases operation for the current season, the League Secretary should shred or delete all records that are over two years.

ARTICLE IV: FINANCIAL POLICY

Financial Conflict of interest: A competitive bid process will be followed for any service over \$2000 not previously approved in the yearly budget with competitive bids presented to the board for vote. Paid employees will be paid at market standard rate. Additionally, No person who is a member of or who is employed by or who is any way connected with the League shall receive any personal financial benefit therefore beyond the reasonable value of services rendered.

Section 1. A majority of the Board of Directors present at any meeting shall decide all matters pertaining to the finances of the League, bearing the responsibility to conduct the financial affairs of the League in a sound, business-like manner.

Section 2. To equalize the benefits of the League for all participating teams, solicitation of funds will be for the benefit of the treasury of the League, and contributions to individuals or teams will be discouraged.

Section 3. The Board of Directors MUST institute policies regarding the preparation and acceptance of an annual budget and periodic and annual presentation of financial reports and an annual audit of the books of the League.

Section 4. In regards to purchases, the Treasurer will dispense all checks (will NOT have signature authority). Two signatures will be required for all checks. Designated signature holders shall be: President, Secretary, Vice President of Baseball, and Vice President of Softball. Two signature holders who are related may NOT have signature authority. Additional executive board member would need to be designated.

Section 5. Purchases for expenses outside the annual budget, greater than \$250, must be brought before the board for approval.

Section 6. League purchases should be made with league funds. In the event funds are not available, prior approval of the board must be obtained before personal funds are used with expectation of reimbursement. No reimbursements will be provided without a receipt.

Section 7- Debit card transactions shall be closely monitored and only utilized for budgeted transactions. Receipts are required for all transactions. Two cards will be issued at the discretion of Executive Board members.

Section 8: Per IRS regulations- All compensated workers will be required to complete a W-9, and issued a 1099 when wages reach IRS required amount.

Section 9: Yearly audit with a tax professional who has a PTIN number is required and appropriate tax forms MUST be filed annually with the IRS to maintain tax exempt status.

ARTICLE V: AUXILIARY

Section 1. An Auxiliary organization may be formed for the purpose of assisting the Board of Directors in fund-raising activities, concession stand operation and other activities as suggested by the Board of Directors.

Section 2. All activities of the Auxiliary are subject to the approval of the Board of Directors.

ARTICLE VI: DUTIES OF OFFICERS

A. President :

- Will preside at all meetings of the League membership and at all meetings of the Board of Directors.
- Act as the Chief Executive Officer of the League; be an ex-officio member of all standing and special committees and perform such other duties as are normally associated with the office of President.
- The President is to have direct interface to the City, community leaders, and School Board officials and Pony National representatives, or delegate this responsibility to another board member in good standing.
- The President will also ensure that the By-Laws are upheld at all times.

B. Vice-President of Baseball:

- Will perform such duties as may be assigned by the President and otherwise assist the President in the performance of the President's duties
- Will preside at meetings in the absence of the President. The Vice-President with most tenure will preside over meeting in the absence of the President.
- This position is responsible for all items representative of the game of baseball (fields, umpire, manager/coaches, sponsorship, boosters, fundraising, public awareness, etc.)

C. Vice-President of Softball:

- Will perform such duties as may be assigned by the President and otherwise assist the President in the performance of the President's duties.
- Will preside at meetings in the absence of the President. The Vice-President with most tenure will preside over meeting in the absence of the President.
- This position is responsible for all items representative of the game of softball (fields, umpire, manager/coaches, sponsorship, boosters, fundraising, public awareness, etc.)

D. Business Manager (Secretary)

- Will have custody of the Constitution and Bylaws and all other records of the League.
- Keep an accurate record of the meetings and other activities of the League and of the Board of Directors.
- Be responsible for all correspondence on behalf of the League
- Will transmit all records and correspondence to any person elected to succeed him or her in that office.
- Shall be responsible for updating/creating forms for baseball registration and make certain that dates, time, places of meetings and/or upcoming events are updated on the website.

E. Treasurer -

- Will receive and disburse all funds with the approval of the Board of Directors
- Must keep an accurate account of all funds received and disbursed for the League
- Will submit a financial report at all regular meetings and at such other times as may be requested by the President.
- Will compile an annual report of League finances.
- Provides the books of the League and such other documentation as requested for the annual audit
- Must transmit all financial records to any person elected to succeed him or her in office.

F. Baseball Player Agent –

- Shall be responsible for ensuring the safety and welfare of all player members.
- The Baseball Player Agent will supervise the annual registration of player candidates, baseball tryout sessions and distribution of baseball players among League teams and will maintain any listing of eligible players not assigned to teams who may be available as replacement players.

- Responsible for supervising all drafts of baseball players including, but not limited to, the All-Star selection and placement of players.
- Shall be a direct link between the Board of Directors and the baseball Divisional VP's.

G. Softball Player Agent:

- Shall be responsible for ensuring the safety and welfare of all player members.
- The Softball Player Agent will supervise the annual registration of player candidates, softball tryout sessions and distribution of softball players among League teams and will maintain any listing of eligible players not assigned to teams who may be available as replacement players.
- Responsible for supervising all drafts of softball players including, but not limited to, the All-Star selection and placement of players.
- Shall be a direct link between the Board of Directors and the Softball Divisional VP's.

H. Chief Umpire:

- Will be responsible for coordinating umpire policy for all League divisions and schedule of game coverage.
- Recruits, trains, schedules and oversees umpire activity for all league games.
- Represents the voice of final authority on protested plays and league rule interpretations. Responsible for implementing league rules as described in the By-Laws.

I. Sponsorship/Fundraiser Manager:

- Solicits sponsors for all League requirements, including teams, the League directory, League facility signs and special events such as tournaments.
- Acts as liaison between the league and the sponsors.
- Keeps sponsors informed of league activity.
- Responsible for ideas, literature and specific details to present to the Board of Directors for fund raising ideas.
- Responsible for overseeing, including but not limited to, ordering, obtaining and managing fund raiser monies from Divisional VP's.
- Works closely with the Treasurer in receiving an accurate account of incoming/outgoing monies.

J. Equipment Manager:

- Purchases, inventories, maintains and disperses all league equipment and baseball equipment.
- Issues equipment to the Divisional VP's at the beginning of the season, maintains accountability for such and coordinates to receive equipment at close of season.
- Regularly inspects equipment and makes decisions on the replacement of worn, damaged and lost equipment.
- Supplies all necessary equipment to umpires and coaches for regular league and tournament play.

K. Concession Stand Manager:

- Responsible for the day to day management of all concession operations, including but not limited to, coordinating and scheduling, purchasing/maintaining food and beverage inventories, supplying gate personnel and creating call list for buy-out workers.
- Responsible for working with Divisional VP's to create concession stand schedules.

L. Facilities Manager:

- Oversees the maintenance of all league used fields.
- Recruits and supervises volunteer staffing, in conjunction with individual Divisional VP's to accomplish said tasks.
- Responsible for the purchase and delivery of materials for use in maintaining and upgrading fields, facility and scoreboards.
- Maintains League owned equipment and performs maintenance as required at facilities.

M. Divisional Baseball & Softball VP's:

- Responsible for day to day management of a specific baseball and softball age division.
- Acts as the liaison between coaches and the Board of Directors and is responsible for working closely with the Concession Stand Manager on schedule changes and rain-outs.
- Makes certain that the fund raisers are received and relayed to the Sponsorship/Fundraiser manager.
- Responsible for the up-keep of their field throughout the length of the term.

N. Program Manager:

- This position is a "Lifetime Appointment" made by the President and approved by majority vote of the Board of Directors.
- This position is by appointment only and is not an electable position.
- This position remains valid, without review, as long as the individual continues to be a positive influence in the development of the program at TCYB.
- The appointee can only be removed and/or changed by majority vote of the Board of Directors.
- Qualifications shall include at least five (5) years on the Board of Directors, have knowledge of all Board positions and the ability to fabricate and maintain a successful park program to include the organization and planning of camps and clinics.
- This position will act as a consultant to the Board of Directors and does not have any voting privileges.

O. Liaison Officer:

- This position is a "Lifetime Appointment" made by the President and approved by majority vote of the Board of Directors.
- This position is by appointment only and is not an electable position.
- This position remains valid, without review, as long as the individual continues to be a positive influence in the development of the program at TCYB.
- The appointee can only be removed and/or changed by majority vote of the Board of Directors.
- Qualifications shall include at least five (5) years on the Board of Directors, be able to retain a working relationship with HJISD, Pony Baseball and surrounding area leagues.
- This position will act as a consultant to the Board of Directors and does not have any voting privileges.

ARTICLE VII: COMMITTEES

Committees may be appointed by a majority vote of the Board of Directors for such special purposes as deemed necessary. Committee duties and responsibilities are to be outlined at the time of the appointment, and such committees will be dissolved at the annual meeting following appointment but may be re-appointed at any time following the annual meeting.

ARTICLE VIII: ROBERT'S RULES

The rules contained in the most current edition of "Robert's Rules of Order" will govern League meetings of the Board of Directors and League committees in all cases in which they are applicable and not inconsistent with these Bylaws and any special rules of order the League will adopt.

ARTICLE IX: AMENDMENTS

These Bylaws may be amended by majority vote of the League membership present at the annual meeting, or a special meeting called for that purpose, provided notification for special meetings for this purpose is provided to the membership at least 10 days in advance of the date of such meeting.

ARTICLE X: TEAM DRAFT

Section 1. Draft participants will be Player Agent (or his appointee), not more than two representatives per team and another delegated board member.

Section 2. Players not present at tryouts will be placed on a team by random draw.

Section 3. Fees: Any player who has not paid all fees of any nature will not be issued a uniform or be eligible to practice or play. The League Vice President, Division Vice-President and Player Agent are responsible for collecting delinquent fees.

Section 4. Draft rotation: Team draft pick will be decided by drawing a number out of a hat. In round one, the #1 pick chooses first, the #2 pick next, and so on; round two, the #2 pick chooses first, the #3 pick next, and so on; round three, the #3 pick chooses first, and so on.

Section 5. Brother combination will have the second player rated "X" number of rounds behind the first brother, as per majority of head coach's consensus.

Section 6. The children of The Head Coach and 1 Assistant Coach will be protected and ranked.

Section 7. League Vice-President & Divisional VPs will host pre-draft meeting. To explain and agree upon draft procedures.

Section 8. The Board of Directors will institute procedures and policies, per division, to ensure League parity. This entry, of this section, will be categorized as a "Divisional Rule" and the policies and procedures may be amended by the current Board of Directors before season registration of upcoming year. The procedures may only be amended by majority vote of the Board of Directors

ARTICLE XI: ALL-STAR SELECTION

All-Star selection will be by head coach vote. Head coaches will not vote for All-Star candidates from their own team. All-Star coaching positions will be decided by majority vote of head coaches. The head coach may vote for themselves on the ballot.

ALL-STAR SELECTION

Section 1. The Player Agent will contact the Vice President to set-up dates to collect nominations for All-Stars. This will take place approximately two weeks prior to the end of the season. The Player Agent will then create ballots for all nominated players and coaches.

Section 2. The Divisional VP's in conjunction with the Player Agent will call for an All-Star selection meeting. This meeting will be for head coaches only. Exception: In the event that the head coach is unable to attend, an assistant coach may be present as a representative for their team nominations. This meeting will be prior to the last game of the season.

Section 3. A list of all the players nominated will be given to each coach at the All-Star Selection meeting. Each coach will (on secret ballot) rate each player from "one" to the number of names on the list, with "one" being the highest rating.

Section 4. The ballots will be collected and tabulated by the Program Manager and Liaison Officer with the assistance of the Player Agent and Divisional VP. The All-Star selections (1-12) will make up the National "A" Team with an option decided upon by the Divisional VP & Player agent to increase the active roster to 15 players. The next 12 All-Star selections will be the American "B" Team. The American Team 12 players will be dependent upon the National Team decision on roster size. After the National and American Team selection is complete, the next 2 players will represent the alternates.

Section 5. All-Star coaches will be nominated by secret ballot of the league coaches. All-star coaches will be appointed by the Board of Directors.

Section 6. Expectations are that the NINE best players play. No substitutions are required.

ARTICLE XII: DIVISION RULES

Section 1. The Board of Directors will establish and may amend these rules. The Membership may, at any time, make recommendations or suggestions to the Board of Directors concerning League division rules.

Section 2. The purpose of these rules is to tailor League play to best suit conditions for advancing development of players, to insure equity between teams in a given division, and to restrain from favoritism.

Section 3. Regular season standings determine placement in end of year tournament.

Section 4. All teams will play in in-house tournament, team counts and weather permitting.

Section 5. No games will be counted when played with less than seven players. A game played with less than eight players will be forfeit, 8 will take an out...

Section 6. League Parody rules outlined prior to start of the season and to be written and signed by all coaches in that division.

IN-HOUSE TOURNAMENT

Section 1. SHETLAND - PINTO - MUSTANG - BRONCO - PONY leagues will participate in an in-house tournament to determine the final standings. Tournaments will be played in strict accordance with the TOURNAMENT rules as outlined by PONY BASEBALL rules book. Should time limits be necessary, the limits set forth in the LEAGUE RULES will govern. Exceptions to tournament rules will be detailed on Tournament brackets.

Section 2. Tournament brackets will be set up by Board of Directors.

Section 3. Closing ceremonies will be held immediately following the championship game of each league tournament. Awards will be presented, and the All-Star players will be named.

Section 4. In House Tournaments will be Double Elimination format. However, if there is not enough time to complete the tournament, the board of directors may revert to a single elimination tournament to determine Division championship. If delays force cancellation of the In House Tournament, the Division final standings from League Play will be utilized to determine Division Champions.

Section 5. Home team to be determined by coin toss before each game. Team on top of bracket calls coin flip.

Section 6. 4 Year Old, Shetland, and Pinto players will all receive participation trophies.

Section 7. Tournament trophies will be given to 1st Place and 2nd Place only in all divisions.

GAME RESPONSIBILITIES

Section 1. Home team is responsible for keeping official score book.

Section 2. Both teams' coaches are to prep field and pick up trash after game.

Section 3. Those coaches named to umpire designated games must call said games or make arrangements to have someone call in their place. Failure to do so will be grounds for suspension.

Section 4. Coach/umpires must purchase, read and learn OFFICIAL BASEBALL RULES and the exceptions to BASEBALL RULES as published by PONY BASEBALL.

Section 5. All SCHEDULE changes are to be handled through the Vice-Presidents, who will coordinate with Board of Directors and Player Agent to reschedule games so as not to create conflicts. These schedule changes will then be relayed to the CHIEF UMPIRE. Schedule changes are to be placed in the concession stand for public viewing.

Section 6. Excessive verbal abuse from fans toward coaches or umpires will not be tolerated. A fan may be asked to leave the ballpark for such actions. Under no circumstances will physical abuse be tolerated; this will be grounds for immediate expulsion, and the offender may be subject to disciplinary action as well as legal charges.

Section 7. Excessive abuse from coaches toward umpires will not be tolerated. The umpires (hired or volunteers) are doing their job to the best of their ability. If you feel an umpire is incompetent, do not discuss this with him; instead, talk to our CHIEF UMPIRE.

Section 8. Disputed calls are to be handled in accordance with the procedures set forth in the OFFICIAL BASEBALL RULES book.

Section 9. Concession Stand: Each team will be responsible for concession stand duty (fully staff the concession stand) twice during the season. First violation will result in forfeiture of next game. Second violation will result in team being ineligible for in-house tournament.

ADOPTED AS APPROVED BY THE MEMBERSHIP THIS THE 15th day of November 2016.