



MPPB Constitution

Article I - Name

The league (organization or corporation) shall be known as: **Meadows Place PONY Baseball** hereinafter referred to as the "League" or MPPB, a member of PONY Baseball, Inc., a non-profit Pennsylvania corporation. The League mailing address is: MPPB, P.O. Box 1431, Stafford TX. 77477.

Article II - Statement of Policy

Section 1 - It shall be the policy of the League so to conduct its activities that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount and all matters of policy shall be determined on that basis.

Section 2 - No person who is a member of or who is employed by or who is in any way connected with the League shall receive any personal financial benefit therefore beyond the reasonable value of the services in carrying out the purpose for which the League has been organized.

Section 3 - In order to secure suitable and adequate financial backing to carry out the purpose of the League, it shall be the policy of the League to permit only such sponsorship as is consistent with the purpose for which the League is organized and to select sponsors who are interested in the League solely or principally as a means of contributing to the welfare of young people.

Section 4 - It shall be the policy of the League to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the League or any of its programs.

Article III - Purpose

Section 1 - The purpose of the League shall be to organize and supervise the playing of baseball under specialized rules and regulations, to secure suitable and adequate financial backing for these purposes, and to own, lease or otherwise provide suitable playing facilities and equipment for these purposes.

Article IV - Membership

Section 1 - Parents or legal guardians of players, coaches and current board members shall be eligible for membership. Parents of any child registered in the League, managers and coaches of teams in the League, all elected officers and members of the Board of Director are defined as those who are eligible for membership in the League organization, and thus have the right to vote at annual meetings. Note: adult siblings, grandparents, other family members are not allowed to vote unless they are listed as the parent or guardian of the player on the registration form.

Section 2 – Responsibility of members are to help contribute to the welfare and success of the league. At registration, parents or legal guardians of players are to be informed that MPPB requires its members to volunteer a small portion of time to help make the league run successfully. It is required at least one parent/guardian per household must serve at least one (1) 2-hour shift per season at any of the following positions:

1. Concession duty
2. Field maintenance crew
3. Fundraising events
4. Opening Day/End of Season events
5. Set up/Clean-up crew
6. Serve on a Standing Committee

Parents/guardians/households will also have the option to “Buy-Out” of volunteer work for a one-time fee of \$25.00. This fee is per household not per child. Parents/guardians/households that are currently serving in any capacity on the Board or standing committees are exempt from these additional volunteer obligations. Parents/guardians that have illnesses, injuries, disabilities or are the direct care providers for those with the previously describe conditions that would preclude them from being able to serve in any manner are excused from volunteer obligations.

Article V - Board of Directors

Section 1 - The Board of Directors shall include: the President, Vice President, Secretary, Treasurer, Player Agent, Baseball Commissioner, and Chairperson of the Auxiliary.

Section 2 - The Board of Directors shall be those persons elected by the members of the League at the annual meeting set to happen toward the end of the Spring Season, and for the term of (1) year to include both spring and fall seasons and/or in the manner provided for in the Bylaws of the League.

Section 3 - In recognition of the general powers of the Board of Directors exercised by virtue of their office, they shall have the power: to purchase or otherwise acquire for the League any property, right or privilege which the League is authorized to acquire by the League membership, at such price or consideration and upon such terms as the Board of Directors may deem expedient and as is approved by vote of the league membership; to appoint or remove or suspend subordinate agents or volunteers and to determine their duties; to determine who shall be authorized, on behalf of the League, to sign bills, notices, receipts, acceptances, endorsements, checks, releases, contracts, and any other instruments; to delegate any of the powers of the Board of Directors to any standing committee, special committee or any officer or agent of the League, with any powers as the Board of Directors may see fit to grant and to generally do all such lawful acts and take actions as may be necessary and proper.

Article VI - League Officers

Section 1 - The officers of the League shall consist of one (1) Commissioner per division, Field Maintenance Officer, Equipment Officer, Vendor/Sponsor Coordinator, Scheduling Officer, Grievance Officer, and Communication Officer.

Article VII - Government

Section 1 - The government of the League shall be under the direct supervision of the League Officers and the Board of Directors.

Section 2 - All rules governing the playing of baseball, the legality of players and related questions shall be in accordance with the Rules and Regulations of PONY Baseball, Inc., with such modifications adopted by the Board of Directors of the League and approved by PONY Baseball, Inc.

Article VIII - Bylaws

Section 1 - Any Bylaws, not consistent with this Constitution, embodying additional provisions for the government of the League, shall be adopted and may be amended by the membership of the League.

Article IX - Amendments

Section 1 - This Constitution may be amended only by a majority vote of the League membership at an annual meeting of the League membership, or a special meeting of the League membership called for that purpose.

MPPB Bylaws

Article I - Meetings and Voting

Section 1 - The membership of the League shall hold an annual meeting (MPPB Elections) at such place and time as shall be determined by the Board of Directors. The purpose of this meeting is for the election of Board of Directors, and League Officers for the upcoming term. At this time any amendments may also be added to the ballot and voted on. This election process will take place during the playoffs of the Spring Season, in May on a date and time as determined by the Board of Directors. Notice of time and place of such annual meeting shall be made known to the membership of the League through publication and/or individual mailings (in whatever form contact is generally made with the membership) not less than 10 days prior to the date of the meeting.

Section 2 - Special meetings of the League membership may be called by the President, or by majority vote of the Board of Directors, or upon written request to the Secretary by not less than 15 members of the League. Notice of time and place of special meetings of the League membership shall be made known to the membership of the League not less than five days prior to the date of the meeting.

Section 3 - At each annual or special meeting of the League every eligible member present shall be entitled to vote. There shall be no proxy voting. A majority of those present and eligible to vote shall be required for election and questions brought to a vote.

Section 4 - The presence of not less than 10 members eligible to vote shall be required to constitute a quorum for the transaction of business at any special or annual meeting of the League.

Article II - Election of Board of Directors and League Officers

Section 1 - At the meeting prior to the annual meeting (MPPB Elections), a Nominating Committee shall be appointed by the President, consisting of two or three members of the Board of Directors and two or three members of the general membership, to obtain and nominate candidates for the following term of one (1) year.

Section 2 - The term of office for all officers shall be one year (1 fall season and 1 spring season) beginning at the first regularly-scheduled monthly Board Meeting, following the Board elections.

Section 3 - All officers shall be eligible for reelection, unless during any prior term they received disciplinary action due to a legitimate grievance. Any board member that has been disciplined by the board is removed from eligibility for one full term. There are no term limits for any board position.

Section 4 - Any person who has an expressed interest in serving as a board officer and follows the below criteria may place their name on the ballot to serve for the term, one (1) year: spring & fall season. Membership criteria for elections are:

1. Members must either have a child currently registered in MPPB, or be within 2 years of the last season their child played in MPPB.
2. Members must read and agree to the duties and responsibilities required for the position to which they apply for.
3. To be eligible for the position of President, the member MUST be a current resident of Meadows Place, TX.
4. To be eligible for either the President or Treasurer positions, the member MUST have previously served one (1) full term (fall & spring) as a League Officer or in one of the other Board of Director positions.
5. Members must be willing to attend a majority of regular scheduled meetings and special meetings as directed by the board. Failure to attend a majority of meetings may be grounds for dismissal.
6. Members must be willing to put the interest and well-being of the League above any personal and professional conflict/interest.

Section 5 – All currently serving Board Members (Board of Directors, and League Officers ONLY) are eligible for a 75% discount on all registration fees (per child). In order to be eligible for this discount, members MUST attend a majority of regular or special meetings as directed by the Board of Directors.

Section 6 - In the event of the death, resignation, or inability to perform the duties of office for any reason, of any officer, the Board of Directors, by majority vote of the entire board, shall be empowered to select a replacement for such officer who shall serve until the following annual meeting.

Article III – Voting

Section 1 - All Officers and Board of Directors have one (1) vote (per issue) during meetings which require a decision by the board, EXCEPT for the President or presiding officer. The President or presiding officer will ONLY vote in the case of a tie to determine outcome. All voting issue requires a majority vote in order to pass. Once a decision has been voted on, it will be recorded by the Secretary and the resolution will be put immediately into action as determined by the Board.

Article IV – Quorum

Section 1 - At any regular or properly called special meeting, the vote of the majority of the members present having voting power shall decide any question/issue brought before such meeting unless the question is one upon which, by express provision of these Bylaws, a different vote is required; in which case the express provision shall govern and control the decision of such question. The voting members present at a duly organized meeting may continue to transact business until adjournment.

Article V - Board of Directors

Section 1 - The Board of Directors shall include the President, Vice President, Secretary, Treasurer, Player Agent, Baseball Commissioner, and the Chairperson of the Auxiliary.

Section 2 - The Board of Directors shall meet on a monthly 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 the written request of at least three members of the Board of Directors.

Section 3 - The Board of Directors shall have the authority to suspend, discharge or otherwise discipline any member, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of the League.

Section 4 - Any adult (persons 18 years of age or older) who is suspended, removed or otherwise disciplined by the Board of Directors shall have the right to appeal such action before a majority of the members of the Board of Directors at a regular or special meeting called for that purpose.

Section 5 - The President or presiding officer shall, upon evidence of misconduct of any player, 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 24 hours of the act. The manager shall 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 guardian shall be advised of and invited to attend such meeting.

Article VI - Financial Policy

Section 1 - The Board of Directors 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 shall be for the treasury of the League and contributions to individuals or teams shall be discouraged.

Section 3 - The Board of Directors shall institute policy relative to 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.

Article VII - Auxiliary

Section 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.

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

Section 3 - The Chairman of the Auxiliary shall become a member of the Board of Directors of the League upon election and for the term of office.

Article VIII - Duties of Board of Directors

Section 1 - The President shall preside at all meetings of the League membership and at all meetings of the Board of Directors; shall serve as the Chief Executive Officer of the League; shall be an ex-officio member of all standing and special committees and shall perform such other duties as are normally associated with the office of President. The President will also act as the liaison to Meadows Place Park and Recreation Department, and will coordinate all permits and requirements as directed by the City of Meadows Place. The President will be responsible for determining the Umpire in Charge (UIC) of the league. The President will have the privilege to spend up to \$500 of league funds each season for purposes of league expenses and improvements without League approval. Any expenses over \$500 must meet League approval.

Section 2 - The Vice President shall perform such duties as may be assigned by the President; shall otherwise assist the President in the performance of the President's duties and shall preside at meetings in the absence of the President.

Section 3 - The Secretary shall have custody of the Constitution and Bylaws, and all other records of the League; shall keep an accurate record of the meetings and other activities of the League and of the Board of Directors; shall be responsible for all correspondence on behalf of the League and shall transmit all records and correspondence to any person elected to succeed him or her in that office.

Section 4 - The Treasurer shall receive and disburse all funds with the approval of the Board of Directors; shall keep an accurate account of all funds received and disbursed for the League; shall submit a financial report at all regular meetings and at such other times as may be requested by the President; shall compile an annual report of League finances; shall provide the books of the League and such other documentation as requested for the annual audit and shall transmit all financial records to any person elected to succeed him or her in that office.

Section 5 - The Player Agent shall supervise the annual registration of player candidates, tryout sessions and distribution of players among League teams and shall maintain any listing of eligible players not assigned to teams who may be available as replacement players. Player Agent shall each season compile a list of eligible coaches/managers to be reviewed and approved by the Board of Directors.

Section 6 - The Baseball Commissioner shall supervise all divisions, each division commissioner reports directly to Baseball Commissioner, responsible for making sure coaches/managers have copy of rules, ensure rules and regulations are being followed, ensure open communication between coaches/managers and parents, and assist all divisions as needed or directed by Board of Directors.

Section 7 - The Chairperson of the Auxiliary shall supervise all concession and fundraising events, or any events as suggested by the Board of Directors. Shall make sure concessions are properly staffed and stocked for game day events, make sure sponsor banners are presented during game day events, and coordinate all fundraising efforts, shall maintain a list of available volunteers and utilize help from this list as needed. Chairman shall be responsible for obtaining a vendor for food and drinks for the concession and must be approved by the Board of Directors.

Article IX - Duties of League Officers

Section 1 - The Shetland, Pinto, Mustang, and Bronco Commissioners (one (1) per division), shall make presentation to all teams and parents at the beginning of the season regarding the rules and purpose of the League, must ensure all coaches/managers have copies of the rules, assist in answering any questions on rules

by parents or coaches/managers, and shall assist and report to the Baseball Commissioner any conflict/issues that may arise in the division. Officer shall perform such duties as suggested by the Board of Directors.

Section 2 – The Field Maintenance Officer shall coordinate work crews to ensure the playing fields are maintained in safe and playable conditions, report any repairs need to grounds, concession, fences or field house to Board of Directors, makes recommendations for improvement projects, at the beginning of each season orders field dirt, chalk, or other field supplies as needed, work with the President (or presiding Officer) to make final determination on rain outs. Officer shall perform such duties as suggested by the Board of Directors.

Section 3 – The Equipment Officer shall empty and clean all equipment bags, and take an inventory of the equipment during the off-season, obtain any required new equipment as directed by the Board of Directors, provide equipment as required for the player tryout sessions, fill and distribute equipment bags for each division to the division commissioners, distribute balls as required for all League games to the division commissioners, and collect all equipment from division commissioners at the end of the season. Officer shall perform such duties as suggested by the Board of Directors.

Section 4 – The Vendor/Sponsor Coordinator shall, at the beginning of each season, present a list of at least two (2) vendors for the following to be approved by the Board of Directors:

1. Uniforms
2. Trophies and Awards
3. Team Photographer
4. Items as requested by the Board of Directors

The Vendor/Sponsor Coordinator shall also coordinate and distribute all orders associated with board approved vendors, coordinate all sponsorships with teams, ensure all teams acquire sponsorship for the season, distribute sponsor plaques to division coordinators or directly to sponsors, maintain records of sponsor's name, address, phone numbers, etc., keep track of sponsor logos, uniform teams/colors, teams or divisions they sponsored and any other special needs. Officer shall perform such duties as suggested by the Board of Directors.

Section 5 – The Scheduling Officer shall coordinate and distribute all practice and game schedules for all divisions, communicate with the Umpire in Charge (UIC) and Junior Umpires for scheduling of umpires for all games, coordinate and schedule all make up rain out games, and provide playoff game schedule for all divisions. Officer shall perform such duties as suggested by the Board of Directors.

Section 6 – The Grievance Officer shall serve as a liaison between division coaches/managers and parents and players to address any conflicts/issues that arise on or off field of play and will make recommendations to the Board of Directors for resolution. If Board takes punitive or corrective measures against any member, Grievance Officer shall inform person(s) of the resolution and inform them of the appeals process, if warranted. Officer shall perform such duties as suggested by the Board of Directors.

Section 7 – The Communication Officer shall prepare and distribute all flyers, signage, and informational documentation for the purpose of league registration, ensure ads are put in a timely manner to Meadows Place Newsletter, local surrounding Ft. Bend elementary schools, local newspapers, and posters to be distributed in local vendor's window fronts. Shall ensure all email correspondence is sent to parents and coaches/managers as needed. Officer is responsible for all website site information updates and posting of game scores and results. Officer shall perform such duties as suggested by the Board of Directors.

Article X - Standing Committees

The following standing committees (if required) will form a group of volunteers that will assist League Officers in carrying out the duties of their office. Person serving on the committee are recognized as contributing members, but for matters of voting issues do NOT have a vote.

Section 1 - The Manager-Coach Selection Committee (reports to Player Agent) shall interview and review the credentials and qualifications of all persons who apply for such positions in the League and shall actively seek out a sufficient number of applicants to meet the needs of the League. Final selection of candidates proposed by the committee shall be subject to the approval of the Board of Directors.

Section 2 - The Finance Committee shall, (reports to Treasurer), prepare an annual budget for the League; shall be charged with preparing an annual audit of League financial activities; shall supervise fundraising activity and securing of sponsors on behalf of the league and, at the request of the Treasurer, shall assist with the collection and handling of League monies.

Section 3 - The Field and Facilities Committee (reports to Field Maintenance Officer) shall be charged with the general preparation, maintenance, development and improvement of all playing facilities owned, leased or used by the League and shall make recommendations to the Treasurer for suggested or needed expenditures in this area of operation.

Section 4 - The Equipment Committee (reports to Equipment Officer) shall be charged with the responsibility of ordering and purchasing playing equipment for the League, the distribution of equipment among the League teams, the collection, inventory and storage of equipment during the off-season and preparation of such reports and suggestions as needed by the Finance Committee for budgetary action.

Section 5 – The Auxiliary Committee (reports to Chairperson of the Auxiliary) shall be responsible of assisting in ordering and purchasing of food, snack and drink items for the concession, assist in planning and coordinating fundraising events, assist in any projects as directed by the Chairperson of the Auxiliary.

Section 6 - The Publicity Committee (reports to Communications Officer) shall be responsible for news media relations and the general publicizing of league activities and special events.

Article XI - Special Committees

Section 1 - Special Committees may be appointed by the President or presiding officer 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 re-appointed at any time following the annual meeting.

Article XII - Roberts Rules

Section 1 – The league has adopted revised rules of "Roberts Rules of Order" and shall govern League meetings and meetings of the Board of Directors and League Committees in all cases in which they are applicable and not inconsistent with these. Revised rules as Follows:

Meeting will start on time with a motion by a board member (other than the President or Vice President) to begin the meeting. The motion will be second by the President or Vice President, and the meeting will officially begin.

- I. Reading and approval of the minutes (by President, Vice President, or Secretary.)
(Motion to approve is not necessary. The minutes are either approved as read or as corrected, but without a vote)
- II. Reports of Officers, Boards, Standing Committees. (By all Board Member Officers as necessary)
(Each Board member will report the status of any on-going projects or events of their position that require league attention. This includes, but is not limited to, treasurer's report, registration reports, equipment requests, concessions report, etc... These will be non-voting issues).
- III. Reports of Agenda Forum. (By all Board Member Officers as necessary)
(This is when board members may bring up an approved agenda item/issues for discussion or vote. Items/issues for discussion or vote MUST be added to the agenda prior to meeting date. Only items/issues that are on the agenda may be voted on in the Board meeting. Each Board Member will be given an opportunity to present their item/issue to the group. Once an item/issue has been brought forward by a Board member, it will be open to the Board for a brief time of discussion, explanation, motion for a vote, or motion to postpone. During this time, please allow the presenting Board member the floor and refrain from other discussions, this will ensure all members can hear and understand the agenda item/issue. If after presenting an item/issue, and questions or comments need to be made please raise your hand to be acknowledge by the President or V. President. All items/issues that require a vote will be put before the Board by the President or Vice President, Board members will then by a show of hands

record their vote on the proposed item/issue. Outcome of voted item/issue will be recorded in Board meeting minutes and will go into effect upon completion of vote. If an item/issue may require further debate or inquiry, the vote may be postponed to a later date.)

IV. Open Comments & New Business. (By all Board Member Officers as necessary)

(The floor is open to any Board Member to make comments, proposal, or recommendations that were not covered during Section III. Reports of Agenda Forum. Board Member must first raise their hand and be recognized by the Chair, and then may present their item/issue to the board. All items/issues during this time will be brief in nature and will not be open for discussion or motion to vote. However, said item/issues will be added to next meetings Reports of Agenda Forum for discussion or motion to vote.)

V. Unfinished Business & Officers Responsibilities. (By all Board Member Officers as necessary)

(Any item/issue which was not concluded, was postponed, or was tabled during the prior meeting, will again be brought before the Board for attention. Said item/issue must be concluded with either, a motion to end/continue debate, or motion to vote, or motion for further inquiry. All Board members will confirm items/issues they will be working on till next scheduled meeting.)

VI. Adjournment.

(A motion to adjourn may be made at any time of the meeting, must be second by the President or Vice President. Every effort will be made by the Board and its members to keep meetings as brief as possible while at the same time focusing on important items/issues that need to be address.)

Article XIII – Amendments

Section 1 - These Bylaws may be amended by majority vote of the League membership at the annual meeting or a special meeting called for that purpose provided notification for special meetings for this purpose provided to the membership at least 10 days in advance of the date of such meeting.

Article XIV – Hardship

The purpose of the hardship rule is to provide due process for families facing long or short-term financial difficulties that affect their ability to meet established league fees. MPPB Board of Directors has established the following procedure for filing requests for exemption of registration fees associated with participation in Meadows Place PONY Baseball. Request for evaluation as a hardship case must be done in writing. Such cases must be made to the player agent and presented, evaluated and approved/declined by the Board of Directors. All requests must be made at time of registration and must be approved/declined no later than 10 days from the end of the registration period. Families awarded a hardship case will be provided the following by the League:

1. Families must cover cost of uniforms, only. This fee may be paid out in installments as necessary by the family's financial needs.
2. One parent or guardian of the household must serve at least two (2) 2-hour shift per season at any of the following positions:
 - a. Concession duty
 - b. Field maintenance crew
 - c. Fundraising events
 - d. End of Season events
 - e. Set up/Clean-up crew
 - f. Serve on a Standing Committee

Due to financial constraints MPPB, the Board of Directors cannot approve more than 5% of the total league participants, (ex. 150 participants x .05 = 7.5; rounded to 8 Hardship Awards per season). Parents/guardians that have illnesses, injuries, disabilities or are the direct care providers for those with the previously describe conditions that would preclude them from being able to serve in any manner are excused from volunteer obligations.

The Code of the Game

Players live clean and play hard. Players play for the love of the game, winning without boasting, losing without excuse, but never quitting. Players respect officials and accept their decisions and never forget that when people judge a player's actions they judge not only the player, but the team, the league, the community the player represents. Managers and coaches inspire in the players a love for the game and a desire to win, teaching that it is better to lose fairly than to win unfairly. Managers and coaches teach players and spectators to respect officials by setting a good example. Managers and coaches are the type of people they want the players to be. Officials know the rules, are fair and firm in all decisions and call them as they see them. Officials treat players and managers and coaches courteously and demand the same treatment for themselves. Officials know the game is for the players and let the players have the spotlight. Spectators never boo officials or players or managers or coaches. Spectators appreciate a good play, no matter who makes it. Spectators know that their community gets the blame, or the praise, for their conduct, and recognize the need for more sportsmen and fewer sports. Paraphrased from "The Christian Athlete". Athletics are supposed to build character but, remember that "character" is not just being good. It is trying to be better.