

## **BY-LAWS**

### **Article I—Characterization**

**Section 1-** Player eligibility shall be determined by residence of the player within the geographic area of Menifee PONY Baseball. Preference will be given to players residing within the league's boundaries.

### **Article II—Election of Officers**

**Section 1-** On May 1st opens Executive Board positions will be announced to the Board of Directors. Executive Board positions will be voted on by the existing Board of Directors. Voting will take place by the first board meeting in the month of May and the new Executive Board will be introduced during the Closing Day Ceremonies. On June 1st all open board positions shall be made public to the league. Within two weeks after positions are made public, the Executive Board shall hold a hearing for all prospective Board of Directors. A vote shall be cast by the current Executive Board members to fill all open board positions by the following board meeting.

**Section 2-** The term of office for Executive Board members shall be two years, beginning June 1st continuing through May 31st. The term of office for all board directors, excluding Executive Board members, shall be one year beginning July 1st continuing through June 30<sup>th</sup>. Should the terms of office overlap the outgoing board shall govern during the interim.

**Section 3-** All board members in good standing shall be eligible for reelection. Any past or present board member who fails to fulfill their obligation as stated in the bylaws, or resigns their post before their term ends, will not be held in good standing and must present themselves to the current Board of Directors to determine eligibility for nomination, election or appointment

**Section 4-** Executive Board positions are only available to board members who have served on the board for at least one year. Should an Executive Board position not be filled the President may nominate a person otherwise not eligible to fill the position. The nominee must be voted on by the existing Board of Directors.

**Section 5-** In the event of death, resignation, or inability to perform the duties of office for any reason, the Board of Directors, by majority vote of the entire board, shall be empowered to select a replacement for such officers who shall serve until the end of the current term. In case of illness, resignation or death of the President, the Vice President becomes President of the unexpired term. A new Vice President will then be elected.

### **Article III—Meetings**

**Section 1-** Regular Board of Director Meetings are held July through June as often as the President deems necessary. It is the President's responsibility to send out the agenda to all Board Members or contact the Secretary to place information on the agenda.

**Section 2-** A quorum for the purpose of conducting business at any Board meeting is one fourth (1/4) of the occupied positions of the Board of Directors

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### **Article IV-Procedures**

**Section 1-** 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 2-** Any adult (persons 18 years of age or older) who is suspended, removed or otherwise disciplined by the Board of Directors may petition the Board of Directors by submitting a grievance/request, in writing, to a board member which must be signed and dated by the petitioner.

1. Upon receipt of this grievance/request, the Executive Board will set in motion an investigation of the information presented.
2. The Executive Board will present its findings, in writing, to the full Board of Directors within 10 calendar days.
3. The Board of Directors will then respond, in writing, with the findings and determination to the petitioner.
4. This process should be completed within 30 days from the receipt of the written grievance/request.

**Section 3-** 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 at a regular or special meeting called for that purpose. This meeting will consist of at least half of the members of the Executive Board. The decision of the appeal shall be final.

**Section 4-** The President 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 V-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 VI-Executive Board Obligations**

**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-official member

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of all standing and special committees and shall perform such other duties as are normally associated with the office of President. The President shall not vote on any matter before the board except in the event of a tie. The President shall have the authority to make executive decisions where a meeting to decide such matters becomes too late. The President may manage or coach in the League but may not vote or make any League decisions on any matter pertaining to the division he/she is managing or coaching.

**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 compile the policies for each division and all standing committees into a League Operation Manual, 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. The minutes of each meeting shall be made available to the league within 48 hours after the meeting is adjourned.

**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; shall submit an annual tax return to the Internal Revenue Service to be mailed no later than February 15 of each year; shall mail a current, approved copy of the Constitution and By-Laws to the Internal Revenue Service; and shall transmit all financial records to any person elected to succeed him or her in that office.

**Section 5-** The Player Agent shall help organize, oversee and approve player registrations. Responsible for maintaining and distributing league, division and team rosters as needed. Shall maintain a list of all registered players as well as any listing of eligible players not assigned to teams who may be available as replacement players.

### **Article VII-Board of Directors Obligations**

**Section 1-** The Director of Umpires shall be charged with obtaining suitable umpires for the League as directed by the Board of Directors shall consider all complaints relative to umpires and make suitable recommendations to the Board of Directors. The Umpire Committee shall make every effort to register all umpires with PONY. The Chairperson of the committee shall be responsible for establishing and maintaining, in writing, League policies as relates to the committee.

**Section 2-** The Division Directors shall supervise the distribution of players among League teams, chair any divisional draft, recommend divisional rules for adoption by the Board of Directors, and act as liaison between team managers, coaches, parents, players and the League. Division Directors shall also be the advocates for players in their respective divisions.

1. Each Division Director, along with the manager of each team in the division, shall recommend local rules and policy governing the division for approval by the Board of Directors. Such local rules shall

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be presented to and approved by the Board of Directors no later than ten (10) days prior to the first assessment.

2. The Division Directors, along with the Player Agent, shall recommend policy governing all divisions (for example, policy and procedures for drafting players) for approval by the Board of Directors.
3. No Division Director shall manage, coach or have a child on a team in his/her division.

**Section 3-** The Director of Uniform/Apparel shall be charged with the responsibility of ordering and distributing suitable quality uniforms for all league teams. They shall recommend any apparel ideas to the board for approval and shall be charged with ordering, inventory and storage of all League apparel for the purpose of selling said apparel as advertisement and fund raising for the League.

**Section 4-** The Director of Equipment shall be charged with the responsibility ordering playing equipment of the League, the distribution of equipment among League teams, the collection, inventory and storage of equipment during the off season and preparation of such reports an suggestions as needed by the Board of Directors for budgetary action.

**Section 5-** The Director of Team Parents shall be responsible for providing the team parents with all League information pertaining to that season.

**Section 6-** The Director of Awards/Trophies shall be responsible for ordering and distributing suitable quality awards and pictures for all league teams.

**Section 7-** The Director of Pictures shall be responsible for pictures for all league teams.

**Section 8-** The Director of Fundraising shall be responsible for organizing and maintaining the League's mandatory fundraiser for all League players.

**Section 9-** The Director of Sponsorships shall be responsible for organizing and maintaining all League sponsors and team sponsors.

**Section 10-** The Director of Scheduling will be responsible for scheduling practices, League games and tournament games.

**Section 11** – The Director of Events shall be responsible for organizing all the League's special events during the year. Special events are to be defined as extra events and are subject to change by the board.

**Section 12** – The Director of Player Safety shall be responsible for issues related to player safety, including handling background checks and the related volunteer approval process.

**Section 13** – The Director of Age Verification shall be in charge of verification of birth certificates and player ages.

**Section 14-** All board positions require participation at board meetings and events throughout the year. All board members shall perform such duties as may be assigned by the President outside their scope of duties for the betterment of the League. At the discretion of the board (determined by majority vote) anyone missing three consecutive meetings or four overall meetings during any season (June 1 to November 30, and December 1 to May 30) may be removed from their position on the board.

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### **Article VIII-Standing and/or Special Committees**

**Section 1**- Special Committees may be formed by the Board of Directors as seen necessary.

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

### **Article IX-Members at Large**

**Section 1**- For special purposes deemed necessary, the President may recommend Members at Large for appointment by majority vote of the Board of Directors.

### **Article X-Managers**

**Section 1**- All potential managers and coaches must apply and be approved each season by the Board of Directors and their term will expire at the end of that season.

**Section 2**- Managers shall be held responsible for the conduct of themselves, their coaches, their players and their players' family in accordance with the League By-Laws and the rules of PONY Baseball.

**Section 3**- Managers shall ensure respect for umpires at all times, exercise leadership in promoting fairness, courtesy and good sportsmanship on and off the field of play.

**Section 4**- Managers shall commit to upholding all Menifee PONY rules and pay particular attention to safety rules and permit only safe and proper use of equipment.

**Section 5**- Managers are responsible for contacting, within 48 hours, their Division Director in the event of a player dropping from their team. If the player's status is uncertain managers must make an attempt to contact the player or let the Division Director know that the player and family has been unreachable.

**Section 6**- The Board of Directors reserves the right to refuse any managers/coaches application.

### **Article XI-Rules of Play**

**Section 1**- The rules of play shall be applied in the following order or priority: Menifee PONY Local Rules, national PONY Rules, and the official rules of Major League Baseball.

### **Article XII-Player Assessment**

**Section 1**- All players must assess in order to create fair and balanced teams. If a player does not assess they will not be eligible for tournament team selection (special circumstances subject to review by the Board of Directors).

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**Section 2-** The Player Agent will select 2 to 4 evaluators who will grade each player in a number of areas. These evaluations will be compiled to obtain the overall ranking for all players in that division.

### **Article XIII-Player Draft**

**Section 1-** A Draft Procedure for regular season teams will be reviewed and updated each season by the Board of Directors.

### **Article XIV-Tournament Teams**

**Section 1-** The process of selecting players, managers and coaches, along with all other details of the Menifee PONY all-star teams will be determined by the leagues Board of Directors for each season.

**Section 2-** All individuals selected to act as all-star team managers or coaches will serve in this capacity at the sole discretion of the Menifee PONY board of directors. Managers and coach's behavior throughout the season and in previous seasons will be considered by the board when determining potential managers and coaches to represent Menifee PONY.

### **Article XV-Roberts Rules**

**Section 1-** The rules contained in the most current edition of "Roberts Rules of Order" 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 Bylaws and any special rules of order the League shall adopt.

### **Article XVI-Amendments**

**Section 1-** These Bylaws may be amended only by a majority vote of the Leagues Board of Directors. Notice of proposed changes must be given to each member of the Board at least seven (7) days prior to the meeting at which the proposed changes are to be voted upon.