

Little Creek American
Baseball & Softball League, Inc.
(LCABSL)
By-Laws amended
January 2017

VISION

With unconditional involvement, build a bridge of success through introducing the games of baseball and softball, its skill, leadership, development, social growth, and creating American citizens of the future.

OUR MISSION

We exist to provide support to the children and surrounding communities, providing the basic-fundamentals of baseball and softball. Our mission is timeless as it is essential. Regardless of the challenge, we will prevail! Little Creek American Baseball and Softball League (LCABSL) will give as many children as possible the opportunity to participate, learn the game of baseball/ softball, and feel good about their achievements. Working with community sponsors & partners, LCABSL provides coaching, clinics, developmental training and team building for the players and a wholesome program for the families we serve with the original motto in mind - "Protect Our Nation's Youth" (PONY) by providing them with the necessary tools to succeed in life, not just athletics.

In addition, ensuring that every adult and child associated with LCABSL abides by the specific rules that govern our league as well as the rules of PONY Baseball /ASA Softball. It is important

to remember that the attainment of exceptional athletic skill and winning is secondary to the welfare and self-esteem of our players. These are only games for children and not a situation that will put children at risk.

ARTICLE 1- ORGANIZATION

- A. The Board is comprised of Officers elected by the league membership.

<ul style="list-style-type: none"> 1 President 2 Vice President 3 Commissioner of Baseball Operations 4 Commissioner of Softball Operations 5 Treasurer 6 Colt, Palomino, and Thorobred Vice President 7 Softball Vice President 8 Pony Vice President 9 Bronco Vice President 	<ul style="list-style-type: none"> 10 Mustang Vice President 11 Pinto Vice President 12 Shetland Vice President 13 Secretary / Communications Director 14 Player Agent Lower Divisions (Shetland, Pinto, Mustang, and Softball) 15 Player Agent Upper Divisions (Bronco, Pony, Colt, Palomino, and Thorobred)
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The above officers shall be elected at an annual meeting of the league. The election shall be held no later than July 15. Voting will take place by a balloting process, with a three-person committee to tally votes. The committee will be comprised of the league's Vice President, Commissioner and Secretary. The newly elected officers shall have a transition period to learn the responsibilities of their assumed positions. The descending officers shall make every opportunity to provide a thorough pass down of information to their successor. The new Board of Directors shall assume their appointed positions on August 15. The only exceptions shall be the President and Treasurer, which will descend after the August 15 deadline with the completion of the audit, but no later than November 1.

- B. Executive Board is comprised of the President, Vice President, Commissioners, Treasurer, and Secretary.
 - 1. The executive board will have the authority to take final action on behalf of the full board, but only when the full board cannot be convened on an urgent matter between scheduled board meetings.
 - 2. The executive board may act subject to ratification by the full board at its next meeting.
 - 3. When deemed necessary, the executive board may act on any matter with the full authority of the board.
 - 4. Other actions, that are restricted the league's by-laws from taking final action on certain matters such as reappointment of members, reinstating members who quit/resigned without notice (as required by the by-laws), major acquisitions that would put the league in financial duress, league closure, election and removal of directors, executive board members' removal and selection, and amending the by-laws.

C. Appointed Positions: The President appoints personnel to fill positions required to operate the league. Appointed positions must be approved by a majority vote of the Executive Board. Appointed position terms shall run concurrently with elected office terms, except that committee chairpersons and committee members serve for the period needed to complete the committee's work.

- 1. Fundraising Director
- 4. Volunteer Coordinator

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| 2. Player and Coach Development Coordinator | 5. Equipment Coordinator |
| 3. Sunday Instructional Program Director | 6. Concessions Coordinator |
| | 7. Buildings and Grounds Coordinator |
| 8. Uniform and Trophy Coordinator | 12. Committee Chairpersons |
| 9. Team Mom Coordinator | 13. U.S. Military Liaison Officer, (CO, JEBC-FS notified of our selection) |
| 10. Events Coordinator | |
| 11. Web Content Manager | |

D. The management of the property and affairs of LCABSL shall be vested in a Board of Directors.

E. The Board of Directors shall be elected for a term of one year, after which they are eligible for re-election. An individual may serve numerous terms in a position on the Board of Directors.

1. The exception to this By-law is the position of Treasurer and Concession Coordinator.
2. Resignations — A Board Member may resign at any time by giving written notice to the President of the Board. It is recommended that resigning board members provide the league with a 1 (one) month notice to allow a temporary replacement until an emergency election can be held.
3. Removal — Any Board of Director may be removed with cause, by the Board at any time. A special meeting and vote of the board must be called for that purpose. A successor may be nominated and elected by the Board at any time thereof.
4. If a division has more than eight teams, a deputy vice president of that division will be required to assist with the officiation of that division.

ARTICLE 11- MEETINGS AND VOTING

A. General Membership Meetings

1. The membership of the league shall hold an annual meeting on the first or second Saturday of June at the LCABSL fields. Public notice for meetings will be through email and / or posted bulletin boards not less than 14 days prior to the date of the meeting. The purpose of the meeting shall be the reading of all financial reports, general announcements, and the election of new officers for next season.
2. Special meetings of the league membership may be called at any time by the President or by majority vote of the Board of Directors, upon written request to the Secretary and signed by not less than 10 members of the league. The purpose of the meeting shall be stated and only matters so stated shall be acted on. Notice of date, location and time of a special meeting of the league membership shall be made known not less than five days prior to the date of the meeting. At each special meeting of the league membership, every eligible member present shall be entitled to vote. There will be no proxy voting for any circumstance. A majority vote shall be required for election of officers and questions brought to a vote.
3. The presence of not less than 10 members eligible to vote, including the current Board of Directors, shall constitute a quorum for the transaction of business at any special or annual meeting of the league.

B. Board of Directors Meetings

1. The Board of Directors shall meet as determined by the league President of the league. Notice of future Board meetings will be given at the end of each meeting.
2. A simple majority of the current members of the Board of Directors shall constitute a quorum for voting on business brought before the Board.
3. Board members who cannot attend a regularly scheduled meeting will give prior notification to the Secretary. Board members who miss two (2) meetings without prior excuses (which are limited) can be dismissed from the Board. Elected positions will be filled by special election. If an absence takes place, the board member is responsible for getting the minutes of the meeting.
4. Best efforts shall be made to circulate minutes of Board meetings to all board members a minimum of five days preceding the current meeting. Said minutes shall be approved at the next meeting of the board after review and suggested changes, if any.

ARTICLE 111- DUTIES OF THE BOARD OF DIRECTORS

- A. The Board of Directors is responsible for affairs and property management of the league.
- B. Every Board of Director will be required to abide by the Rules of Conduct described herein.
- C. The Board may adopt rules and regulations for the conduct of its meetings and the management of the league, as it deems proper. Unless otherwise specified, "Roberts Rules of Order" should govern the proceedings of all meetings. The President or designated representative will be responsible for ensuring orderly functioning of the meetings.
- D. All matters concerning league policy will be decided upon by vote from the Board, which shall include banking procedures. Majority of the quorum (being no less than 7 members present) shall decide no motion without a favorable vote. The President has no vote on Board actions except in the case of a tied vote. If this occurs, he or she will cast the deciding vote.
- E. It shall be the duty of the newly elected Board of Directors to review the LCABSL By-laws. The Board of Directors shall have power to make, adopt, alter, amend, and repeal any LCABSL By-laws. Revisions shall be proposed, voted and implemented by January 1.
- F. On the first business day of January, a revised copy of the By-laws must be provided to the Military Liaison Officer, which will be provided to the Commanding Officer, Joint Expeditionary Base Little Creek-Fort Story (CO, JEBLC-FS) or his representative.
- G. Following an annual audit that must be completed by August 15, the outgoing President and Treasurer shall sign the financial statement in the presence of the incoming President and Treasurer. The incoming President and Treasurer shall sign the financial statement when satisfaction of documentation is proven to be of correctness and legality. The full financial report shall be submitted to the Board of Directors for approval at the first Board meeting in November. The approved financial report will be recorded as a supplement to the general membership meeting minutes.
- H. The Board shall have the power to create new Board positions.

- I. The Board may appoint interim Board members as necessary to fill positions when elected Board members are absent for extended periods.
- J. Special Committees may be appointed by the President for such special purposes as deemed necessary. Special committees will report to the Board of Directors. Committee duties and responsibilities are to be outlined in writing 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.
- K. Board members shall have the authority to demand and enforce the removal from the playing field or areas surrounding the field any person whose conduct / actions are in violation of the general rules of conduct outlined in the Pony Rules, LCABSL By-laws, or JEBLC-FS Memorandum of Agreement.
- L. The Board shall have the power by quorum majority vote to discipline, suspend or ban from the league any Board member, committee member, manager, coach, umpire, player or any other person whose conduct is considered detrimental to the best interest of the league. If, in the opinion of the Board an offensive action or conduct is of such nature to warrant removal, the person in question will be advised of such action by written notice. Written notice will be delivered five days prior to the scheduled meeting of the Board, and he/she shall be permitted to be present and heard.
- M. Board members shall have the authority to cancel any game(s) prior to commencement: due to safety, inclement weather or adverse conditions. If the decision to terminate game(s) is elected, it is the responsibility of the deciding person to contact the Division Vice President for the related division(s), Commissioner, and President. After the game commences umpires shall have sole responsibility on game cancellations (pursuant to current Pony Rules and Regulations).
- N. The Board shall receive a Treasurer's report at all regularly scheduled meetings. This report shall include, but not be limited to up-to-date balance, debts, bills paid and amounts received from activities authorized by the Board of Directors.
- O. The Board shall decide upon all matters pertaining to the financial state of the league and shall place all income into the league treasury. All monetary transactions conducted on behalf of LCABSL shall have a minimum of two league officers available as witnesses. These transactions must be documented with the officer's signatures assuring that a proper paper trail exists for all money transactions.

LCABSL shall maintain permanent files of all activities performed for conducting league business. These files shall be kept in a secure location on LCABSL property. Original documents must be contained in these files. All records must be available for review within 30 days of the transaction date. A turnover binder by each officer will be stored along with the fundamental paperwork.

ARTICLE IV - INDIVIDUAL DUTIES OF BOARD MEMBERS

- A. President
 - 1. Is responsible for the operations of the LCABSL Pony league.
 - 2. Shall schedule and chair all Board and general meetings.

3. Shall coordinate the activities of the league.
 4. Serve as a member of the Protest Committee.
 5. Establish committees and appoint committee chairpersons to carry out necessary tasks when needed.
 6. Shall be an ex-officio member of all committees.
 7. Shall be bonded for a minimum of \$10,000.
 8. Shall present a budget and report to the membership.
 9. Shall assist in the preparation of the closing financial statement at the beginning and end of each term in office.
 10. Shall sign checks.
- II. Represents the league at all Zone meetings.
12. Shall approve all regular and tournament play, including practice schedules.
 13. Shall be responsible to verify all legal documents pertaining to tournaments and tournament teams.
 14. Notify the umpires association of canceled games.
 15. Shall have the authority to suspend any manager, coach, parent or player from further game(s) participation pending a special meeting of the Board.
 16. Receive all mail and other communications addressed to the league's Post Office Box.
 17. Shall notify the umpire's association of cancelled and rescheduled games.
 18. Is responsible for briefing the Board and the league on all rules, regulations and policies.
 19. Outgoing and incoming Presidents shall work together, to address and correct any audit findings deemed necessary.
 20. Shall provide a copy of all insurance policies to the Military Liaison Officer to be presented to the representative of the CO, JEBLC-FS.
 21. Shall improve the leagues relationship with correlating leagues, by means of creating a current contact list.

B. Vice President

1. In the absence of the President, assume all duties of the office.
2. Shall preside at all meetings and sign checks in the absence of the President.
3. Shall sign and verify legal documents pertaining to tournaments and Tournament teams; furthermore, having the President verify all correspondence pertaining to said documents.
4. During Tournament team player selections, shall work with Player Agents to oversee Draft and league By-laws are followed.
5. Work with the Director of Fundraising and Sponsorship(s).
6. Develops coverage of LCABSL. Responsible for news media coverage; TV, radio & area newspapers and league website.
7. Assists in other areas as necessary.
8. Be responsible for and having a close working relationship with all actions conducted by the Military Liaison Officer.
9. Recommend Special Committees and Committee Chair-persons.

C. Commissioner of Baseball Operations

1. The Commissioner of Baseball Operations shall attend the team selection process within their respective jurisdiction ensuring equitable distribution of playing talent in accordance with the guidelines established elsewhere.
2. Shall perform such duties as may be directed by the President.
3. Attend as many games as possible and be the primary substitute for a Division Vice President (DVP) who is unable to attend any scheduled game.
4. Work with the DVP to arrange for Manager and Coaches clinics.
5. Monitor the performance of the DVPs in executing their responsibilities.
6. Work with the Player Agents on all schedules (practice, regular and tournament games). Submits completed schedules to the President.
7. Coordinate with the DVPs and Managers to ensure each team has a practice field assigned at least once a week.
8. Shall conduct meetings with the DVPs and/or Managers as deemed appropriate.
9. During Tournament team player selections, shall work with Player Agents to oversee Draft and league By-laws are followed.
10. Ensure the proper placement by the Player Agent, Managers, and Coaches of all softball players on teams, per age and/or skill level.
11. Follow-up with DVPs to ensure that Managers notify the parents of players as to team selection after the draft.
12. Ensure that all practice schedules be provided to the League President and Commissioner of Softball.
13. Follow-up with DVPs to ensure Managers/Coaches have the City of Virginia Beach Public Schools required forms prior to any school property practices.
14. Ensure all games (league and interlocking) are scheduled and season schedules provided to the League President and Commissioner of Softball.
15. Division Record Keeping and Standings.
16. Keep accurate recordings of all teams wins, losses, ties and runs scored.
17. Post results on website every Sunday.
18. If possible, ensure that an official scorekeeper be provided for each game.
19. Keep the official scorebook in the press box and signed by each manager at the completion of his or her games.
20. Shall sign and verify legal documents pertaining to tournaments and Tournament teams; furthermore, having the President verify all correspondence pertaining to said documents.
21. Supervise the conduct of all team managers and coaches, ensuring that they abide by and conform to the league's rules and regulations.
22. Setting an example and enforcing an attitude of good sportsmanship; including the conduct of the managers, coaches, players, and parents throughout the Baseball Divisions.
23. Shall work with the Player Agent to oversee Draft and Tournament team selection are followed, pertaining to the league's By-Laws.
24. Shall improve the league's relationship with interlocking leagues.
25. Shall be bonded for a minimum of \$10,000.

D. Commissioner of Softball

1. The Commissioner of Softball shall attend the team selection process within their respective jurisdiction ensuring equitable distribution of playing talent in accordance with the guidelines established elsewhere.
2. Shall perform such duties as may be assigned by the Vice President.
3. When a Divisional Vice President (DVP) is assigned (if a DVP is not assigned these responsibilities are carried out by the Commissioner of Softball):
 - a. Attend as many games as possible and be the primary substitute for a DVP who is unable to attend any scheduled game.
 - b. Work with the DVP to arrange for Manager and Coaches clinics.
 - c. Monitor the performance of the DVPs in executing their responsibilities.
 - d. Coordinate with the DVPs and Managers to ensure each team has a practice field assigned at least once a week.
 - e. Conduct meetings with the DVPs and/or Managers as deemed appropriate.
4. Work with the Player Agents on all schedules (practice, regular and tournament games). Submits completed schedules to the President and Vice President.
5. During Tournament team player selections, shall work with Player Agents to oversee Draft and league By-laws are followed.
6. Shall improve the leagues relationship with correlating leagues, by means of creating a current contact list for their leagues' Softball divisions.
7. This position is responsible for all items representative of the game of Softball (Fields, Umpires, Managers/Coaches, etc.).
8. Ensure all paperwork for Managers, Coaches, and Team Moms is complete prior to the first practice (This includes, background checks, Concussion Training, other coaches training as required by the league).
9. Instructs all team managers on the rules and objectives of the league, for their age group.
10. Inform all team managers and coaches of registrations, try-outs, drafts, dates, etc., and attend as required.
11. Ensure the proper placement by the Player Agent, Managers, and Coaches of all softball players on teams, per age and/or skill level.
12. Ensure that Managers notify the parents of players as to team selection after the draft.
 - a. Ensure that all practice schedules be provided to the League President.
 - b. Deconflict any field concerns with the Commissioner of Baseball.
 - c. Ensure all Managers/Coaches have the City of Virginia Beach Public Schools required forms prior to any school property practices.
13. Ensure all games (league and interlocking) are scheduled and season schedules provided to the League President and Commissioner of Baseball.
14. Shall conduct meetings with Managers as deemed appropriate
15. Division Record Keeping and Standings
 - a. Keep accurate recordings of all teams wins, losses, ties and runs scored.
 - b. Post results on website every Sunday.
 - c. If possible, ensure that an official scorekeeper be provided for each game.
 - d. Keep the official scorebook in the press box and signed by each manager at the completion of his or her games.
16. Notify the umpires association of canceled games.

17. Shall sign and verify legal documents pertaining to tournaments and Tournament teams; furthermore, having the President verify all correspondence pertaining to said documents.
18. Supervise the conduct of all team managers and coaches, ensuring that they abide by and conform to the league's rules and regulations.
19. Setting an example and enforcing an attitude of good sportsmanship; including the conduct of the managers, coaches, players, and parents throughout the Softball Divisions.
20. Ensure all Managers and Coaches review their equipment form at the start of the season. At the end of the season, collect all issued equipment and return it to the Equipment Manager.
21. Shall work with the Player Agent to oversee Draft and Tournament team selection are followed, pertaining to the leagues By-Laws.
22. Shall improve the league's relationship with interlocking leagues.
23. Shall be bonded for a minimum of \$10,000.

E. Treasurer

1. Assume responsibility and be frugal with all league funds.
2. Develop the annual operating budget for the league with input from Commissioners, Division Vice Presidents, and other board members as required.
3. Establishes Budget submission due dates by board members, as required.
4. Shall coordinate with the President to develop a budget for operating expenses for the upcoming season and submit it to the Board for approval annually in December.
5. Disburse league funds as directed by the President, Executive Board and/or Board of Directors.
6. Reports status of league funds at regular meetings and league website or bulletin boards.
7. Maintains league financial reports in an approved manner.
8. Shall be directly responsible to the President and Board of Directors for league financial records.
9. Shall honor or obligate the league only for any debts approved by the Board or specified in writing by the President.
10. Ensures that receipts and signatures are obtained for all cash transactions.
11. Signs checks for regular league bills and reimbursements that have been approved by the President and/or Vice President.
12. Shall be bonded for a minimum of \$10,000.
13. Shall be responsible for obtaining bonds for the President, Vice President, Treasurer and Secretary, subject to approval by the Board.
14. Shall be responsible for coordinating the collection of bad debts.
15. Shall be responsible for the annual renewal of the league's Post Office Box and maintain key to said box. Reviewing all documents with the President, per the urgency of the documents.
16. Treasurer shall submit the annual report within 90 days of the end of the fiscal year to the league President (as information), and league Secretary (to be filed in permanent file).
17. Shall be responsible for insuring completion of an annual tax return.

F. Vice President (Each Division)

1. Is responsible for setting an example and enforcing a good sportsmanship attitude; including the conduct of the managers, coaches, players and parents.
2. Responsible to keep accurate recordings of all teams wins, losses, ties and runs scored. Will have these standings posted on website every Sunday.
3. Ensures that all team managers and coaches are informed of the dates for registrations, try-outs, attends the drafts, etc.
4. Supervises the conduct of all team managers and coaches ensuring that they abide by and conform to the league's rules and regulations.
5. Ensure all Managers and Coaches review their equipment form at the start of the season. At the end of each season (Spring and Fall), collect all issued equipment and return it to the Equipment Coordinator.
6. Notify the President and Commissioner of canceled ball games in a timely manner.
7. Perform all functions necessary to assure successful operation of each divisional team.
8. Develop a budget for their respective division and submit it to the Treasurer for inclusion in the league's budget by 1 November each season.
9. Shall conduct meetings with Managers as appropriate.

G. Secretary / Communications Director

1. Maintain all league records.
2. Records the minutes and presents them to the Board and/or Commissioner for approval prior to distribution. Minutes of the meeting should be read during the following meeting. Throughout the season, minutes will be posted under the Board Members tab on the website for the benefit of all members.
3. Maintains files with the names, addresses, positions, and phone numbers of all Board members.
4. In conjunction with the Player Agents, maintain an updated file of all managers, coaches, and adult league members.
5. Is responsible for league correspondence as needed by the Board.
6. Shall maintain a "Master Record" of board members' and managers' certifications.
7. Shall maintain a permanent file of all Financial Annual Reports, submitted within 90 days of the end of the fiscal year by the league Treasurer.
8. The league Secretary shall maintain an original copy of the By-laws and updates as changes are made. After each change is made, the secretary shall provide an updated copy to the President and post on the website. A copy will also be provided to the Military Liaison Officer to be presented to CO, JEBLC-FS or his representative.
9. The Secretary shall maintain an inventory of all office and electronic equipment. This record should include value, method of acquisition (donation or purchase), and source of acquisitions retirement date, type, name brand, maintenance records and serial numbers.
10. Coordinates between the Board and area newspapers. Responsible for drafting league newsletters and aids as necessary with the league website.

H. Player Agent — Lower Divisions: Shetland, Pinto, Mustang, and Softball

1. Supervise all aspects of player registration with the Softball and Baseball Commissioners.
2. Shall maintain an up-to-date list of names, addresses, and phone numbers for all managers, coaches, and players.
3. Provide a list of all players to attend tryouts to the appropriate Commissioner and respective Division Vice President.
4. Conduct a player selection draft, maintain a player pool, and assign new players from the player pool in accordance with the article that deals with team selection. Each Player Agent is responsible for the distribution of dates and location of the draft.
5. Must carefully safeguard the confidentiality of the player pool list, ensuring that the order or number of requests for players are not disclosed to managers. Player pool applications will be stamped with the date and time including the receipt of payment attached.
6. Ensures all birth records and eligibility of players is always maintained.
7. Serve as a member of the Protest Committee.

I. Player Agent — Upper Divisions: Bronco, Pony, Colt, Palomino, and Thoroughbred.

1. Supervise all aspects of player registration with the Commissioner.
2. Shall maintain an up-to-date list of names, addresses, and phone numbers for all managers, coaches, and players.
3. Provide a list of all players to attend tryouts to the Commissioner and respective Division Vice President.
4. Conduct a player selection draft, maintain a player pool, and assign new players from the player pool in accordance with the article that deals with team selection. Each Player Agent is responsible for the distribution of dates and location of the draft.
5. Must carefully safeguard the confidentiality of the player pool list, ensuring that the order or number of requests for players are not disclosed to managers. Player pool applications will be stamped with the date and time including the receipt of payment attached.
6. Ensures all birth records and eligibility of players is always maintained.
7. Serve as a member of the Protest Committee.

J. Non-voting, Board appointed positions on the Board of Directors:

These positions are filled by volunteers and selected to serve the league. Even though they are not voting members of the board, their positions are key to the success of the league. Any concerns, challenges or requirements shall be presented to the board by the assigned Chairperson, Vice President or any voting member of the board. These positions will provide annual updates to their position descriptions as required.

I. Sponsorship/Fundraising Director

- a. This position will work with the President of the league to ensure the marketing and fundraising best suited for the league is presented and acted upon after approval by the Board of Directors.
- b. The Vice President is the Chairperson for this position and will have the responsibility for carrying Sponsorship / Fundraising Director's requirements to the board for a vote.
- c. Be responsible for all fundraising activities and discussions at board meetings.
- d. Be responsible for sponsorship drives.
- e. Set-up community outreach programs — with area sponsors.

- f. Establish a fundraising committee as needed.

3. LCABSL Sunday Instructional Program (SIP) Director

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- a. The Commissioner of Baseball is the Chairperson for this position and will have responsibility for carrying Sunday Instructional Program Director's requirements to the board for a vote.
- a. Work hand in hand with the League Vice President and Commissioners of Baseball & Softball Operations to ensure the Sunday Instructional Program is operating properly. b. Provide oversight of SIP managers and provide feedback or recommendations to VPs to improve the program.
- c. Coordinate skills clinics for players and coaches with the Player & Coach Development Coordinator.
- d. In conjunction with the Player & Coach Development Coordinator, provide introductory training clinics for new coaches or for coaches referred for this training by Division Vice Presidents.
- e. Responsible for maintaining accurate recordings of all teams wins, losses, ties. Will post these standings on the LCABSL website every Sunday during play.
- f. Ensures that all team managers and coaches are informed of the dates for registrations, try-outs, drafts, etc. and attends the draft.
- g. Supervises the conduct of all team managers and coaches, ensuring that they abide by and conform to LCABS league rules and regulations.
- h. Instruct all team managers on rules / objectives of the league, within their division.
- 1. Responsible for setting an example and enforcing a good sportsmanship attitude; including the conduct of the managers, coaches, players and parents.
- j. Ensure all issued equipment is collected and returned to the Equipment Coordinator.
- k. Notify the umpire association of canceled games played on league "home" fields.

3. Player and Coach Development Coordinator

- a. The Commissioner of Baseball is the Chairperson for this position and will have responsibility for carrying Player and Coach Development Coordinator's requirements to the board for a vote.
- b. Coordinate skills clinics for players and coaches as needed.
- c. Provide introductory training clinics for new coaches to the league.
- d. Provide additional or follow-on training for coaches referred by Commissioner and/or Division Vice President.
- e. Shall maintain record of managers' certifications.
- f. Shall be responsible for ensuring the proper training of Junior Umpires in the Junior Umpire Program is being carried out.
- g. Work with the LCABSL Sunday Instructional Program (SIP) Director to organize clinics for baseball and softball teams in the SIP.

4. Equipment Coordinator

- a. The Treasurer is the Chairperson for this position and will have responsibility for carrying Equipment Coordinator's requirements to the board for a vote.
- b. Shall develop/submit a budget to the Treasurer for equipment purchases for inclusion in the league's budget by 1 November annually.

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- c. Be responsible for the procurement, upkeep, and custody of all playing equipment.
 - d. Shall issue equipment and instructions for its proper maintenance at the beginning of spring and fall ball.
 - e. Shall ensure each manager signs for all equipment received, and shall conduct periodic inventories and make repairs as needed throughout spring and fall.
 - f. Shall recall and inventory all equipment at the end of spring and fall ball and report inventory to the Commissioners and Board of Directors.
 - g. Shall accept bids and act upon equipment purchases with the approval of the President; nonetheless, keep within the budget approved by the Board.
 - h. Ensure that a system exists to have baseballs available for each game.
 - i. Shall repair all serviceable equipment and report the condition of useable equipment after completing an inventory.
 - j. Provide the estimated inventory required for the following year and submit a report to the Board prior to the commencement of the fall ball.
5. Volunteer Coordinator (VC)
- a. The Vice President is the Chairperson for this position and will have responsibility for carrying Volunteer Coordinator's requirements to the board for a vote.
 - b. Maintain a database of league members (parents not serving on the board) who have offered to assist in whatever capacity that was communicated.
 - c. Assist board members or chairperson with support for an event or committee.
 - d. The VC will ensure our volunteers are appreciated.
 - e. Ensure the Board of Directors are aware when a member of the coaching staff go above and beyond our established standards.
 - f. Make sure the Board of Directors know what the coaching staffs need.
 - g. Help the league President, Vice President or Commissioners, know if a personal appearance is warranted.
 - h. Ensure that enough volunteers are available for "maintenance days" and other events requiring mass participation.
 - i. See that the volunteers are appreciated (following up with the board to ensure the appropriate "Thank you" is given to participants. Be our "eyes" and "ears" when we cannot be on the field.
6. Concessions Coordinator
- a. Shall develop/submit a budget to the Treasurer for perishable and non-perishable food purchases for inclusion in the league's budget annually by 1 November.
 - b. Shall submit an equipment purchase request (with identification of urgency) to the Treasurer annually by 1 November.
 - c. The Treasurer is the Chairperson for this position and will have responsibility for carrying Equipment Coordinator's requirements to the board for a vote.
 - d. Shall manage and oversee the day-to-day operations of the concession stands.
 - e. Shall be responsible for safeguarding cash and daily deposits, which will be turned into the Treasurer (daily if possible, but not later than the next business day).
 - f. Ensures all rules and regulations are upheld as approved by the Board of Directors.
 - g. Complies with all JEBLC-FS health standards.
 - h. Shall develop a menu.
 - i. Hours of operation will begin with the first regularly scheduled game and remain open until the completion of the fourth inning of regularly scheduled games.

- j. The Concession Coordinator shall maintain an inventory of all concession stand equipment. This record should include value, acquisition date, and method of acquisition (donation or purchase), source of acquisition, retirement date, type, name brand, maintenance records and serial numbers.
7. Buildings and Grounds Coordinator
- a. Be responsible for the maintenance of all buildings and all playing fields.
 - b. The President is the Chairperson for this position and will have responsibility for carrying Equipment Coordinator's requirements to the board for a vote.
 - c. Develop field maintenance teams (provided by the Volunteer Coordinator) who can maintain the fields and buildings as necessary.
 - d. Be responsible for the maintenance of all grounds equipment.
 - e. Be responsible for the appearance of all buildings and grounds of the league.
 - f. Shall train team managers on proper equipment use, to prepare fields for game time.
 - g. Be responsible for ensuring field lining chalk is always available.
 - h. Ensure that during annual coaches' clinics, new coaches are properly trained on how to chalk and line the fields.
8. Uniform and Trophy Coordinator
- a. With the assistance of the Treasurer, develop a budget for uniform purchases and submit to the board for inclusion in the league's budget by 1 November.
 - b. The Treasurer is the Chairperson for this position and will have responsibility for carrying Equipment Coordinator's requirements to the board for a vote.
 - c. Provide a minimum of three (3) bids and act upon any uniform purchases with the approval of the President, within the budget approved by the Board of Directors.
 - d. Ensure managers sign for all uniforms received.
 - e. Issue uniforms and instructions for their proper maintenance two weeks prior to the beginning of each season (spring and fall).
 - f. Research, order, pickup, and distribute with Team Mom Coordinator, LCABSL Trophies for season and tournament play for Shetland, Pinto, Mustang, and Bronco.
 - g. Issue tournament uniforms upon receipt of payment for the expense of team hat, and t-shirt; furthermore, collecting a fee of \$60 for tournament entry teams to facilitate the cost of LCABSL tournament team uniforms. Tournament team costs include shirt, hat and tournament fees.
 - h. Report the condition of useable uniforms after an inventory has been completed. This report will be submitted in writing and reported to the Board prior to the fall season.
9. Team Mom Coordinator
- a. This position is the "ombudsman" for the league representing a liaison between the individual team mom; respective Division Directors and the Board of Directors.
 - b. The Secretary is the Chairperson for this position and will have responsibility for carrying Equipment Coordinator's requirements to the board for a vote.
 - c. Additionally, this position is responsible for:
 - 1) Organize and chair Team Mom meetings in spring; email list of responsibilities in early fall.
 - 2) Team Mom Liaison, Disseminate Team Mom Responsibilities.
 - 3) Team Photos. Be responsible for coordinating team pictures.
 - a) Secure Photographer for spring pictures.

- b) Create schedule for team photos with Division Directors.
 - c) Distribute all photos.
- 4) Team trophies. Help Uniform / Trophy Coordinator distribute trophies for Shetland, Pinto, Mustang, and Bronco.

10. Events Coordinator

- a. Is responsible for coordinating Opening Day Ceremony activities.
- b. Work with the Communications Director to ensure Invitations are sent to invited guests, to include guest speaker, Chaplain, prior Presidents (in good standing), other distinguished guests as indicated by the Board.
- c. Ensure that guests needing access to the base complete appropriate forms and those forms are turned into the Military Liaison Officer for processing.
- d. The Secretary is the Chairperson for this position and will have responsibility for carrying Event Coordinator's requirements to the board for a vote.
- e. Provide budget input to the Treasurer annually by 1 November.

11. Web Content Manager

- a. Manage the website and provide the technical support for the league's communications.
- b. Finds ways to use technology to improve organization's operations (e.g., communications and outreach).
- c. Develops and maintains league's website and social media sites.
 - a. Send out approved emails to league participants.
 - b. Update the site each season and throughout with updated photos, etc.
- d. Uses and informs other board members about technological resources available through PONY baseball and other entities.
- e. Liaises with the league secretary and communications director.
- f. The President is the Chairperson for this position and will have responsibility for carrying the Web Content Manager's requirements to the board for a vote.
- g. Be responsible for ensuring that all fees and charges are communicated to the Treasurer to ensure the webpage is up and running without disruption.

12. Military Liaison Officer (MLO)

- a. Is an active duty First Class Petty Officer (E-6) or above nominated by the league and appointed by the CO, JEBLC-FS.
- b. Shall be responsible for keeping the Vice President and Board of Directors advised of the desires, requirements, plans and policies from the CO, JEBLC-FS representative concerning the operations of the league.
- c. Shall be responsible for keeping the CO, JEBLC-FS representative informed of the plans, activities, and conditions of all facilities within the league.
- d. Shall obtain a copy of the Lease Agreement to present to the Board.
- e. Is responsible for turning in vehicle information to the Security Office for on base access.

ARTICLE V - REGISTRATION

- A. Little Creek American Baseball and Softball is a, PONY (PROTECT OUR NATIONS YOUTH), organization that provides baseball and softball for players of ages consistent with National PONY Baseball and Softball Guidelines. LCABSL does not limit participants in its

league based on disability and is a non-discriminatory organization, which prohibits actions against an individual or league based on race, sex, creed, religion or national origin.

- B. A playing member, who is 18 years of age will be looked upon as an adult, and as such, may sign the necessary registration forms and medical release statements on their own behalf when signing up for Palomino and Thoroughbred baseball and shall be considered duly registered upon payment of the registration fee.

ARTICLE VI - LEAGUE INSURANCE AND JEBLC RULES

- A. League insurance provides supplemental coverage to protect all playing members and volunteer personnel if an accident is reported within 120 days of the injury.
- B. The LCABSL By-laws for all age groups shall be submitted to the CO, JEBLC-FS, via the MLO or President prior to the current playing season (60 days in advance).
- C. LCABSL will uphold all terms outlined in the JEBLC-FS Memorandum of Agreement.

ARTICLE VII - MANAGERS AND COACHES

- A. Anyone wishing to manage an LCABSL team in any age group shall submit a volunteer application, to the Board of Directors.
- B. All managers will be REQUIRED to complete the PONY Coaching course or show proof of equivalent coaching course. It is recommended that managers and coaches attend additional baseball skills and / or continue to educate themselves through learning resources. Coaches/assistants are also encouraged to take these courses.
- C. Returning managers and coaches who are in "good standing", shall return to their previous spring year season team and have priority over incoming — "newly applying managers". The Director assigns managers to division teams. Returning teams / returning players approved, managers are set in place.
- D. If there are more managers than teams, a discussion with existing managers on trying to work together is recommended. However, if they cannot agree on working together, an interview with the division Director, Commissioner and President will be conducted and these board members will make final selection(s).
- E. Managers approved by the Board, who are new to LCABSL or a specific age group, shall be assigned by the Board based on history with LCABSL, or by qualifications and recommendations of other LCABSL members.
- F. Prior to the start of each season, all managers and coaches must sign the LCABSL Coaching Contract. This contract consists of a Bill of Rights for young athletes and a Code of Ethics for coaches. By affixing his/her signature to the contract, managers and coaches are acknowledging that they have read, understand and will do their best to fulfill the promises contained in the contract.
- G. Managers shall be responsible for the conduct of their coaches, players and parents, and their guests on and around the playing and practice fields. Managers are required the first day of practice to discuss the fundamentals of sportsmanship with players and parents. Additionally, the manager shall instruct the coaches, players and parents on the proactive ways to reduce the risk of injuries.
- H. In saving umpire fees, forfeitures of any scheduled games must be reported to the President or Commissioner as soon as the situation is recognized. The manager of any team that forfeits two games shall be called before a special meeting of the Board to explain why the forfeitures occurred. If in the opinion of the Board, if the forfeitures are unjustified, the Board may call for the resignation of the manager in question.

- I. An official scorekeeper will be the responsibility of the home team. They must ensure that team scorekeepers record the proper game statistics.
- J. Managers of HOME teams shall be responsible for the preparation of the playing field before games; nonetheless, visiting teams are encouraged to assist. Managers of VISITING teams shall be responsible for field repairs following the game (home team is also encouraged to assist). Field repairs include filling holes and leveling field around all bases and pitching mound to prevent erosion and puddles. It is the responsibility of BOTH HOME AND VISITING team managers to canvas and remove trash from the fields, dugouts and surrounding area after each game. After each game, trash cans must be emptied and the restrooms checked for cleanliness and working order. Field lights and scoreboards must be turned off at end of the day. In case of INCLEMENT WEATHER - ALL managers, coaches, available team parents are needed to prepare fields.
- K. The Managers must notify the applicable Director, Equipment Coordinator and/or Buildings and Grounds Coordinator of any equipment repairs or major field repairs that are required.

ARTICLE VII - CODE OF CONDUCT

A. GAIN UNDERSTANDING AND APPRECIATION FOR THE RULES OF THE CONTEST.

The necessity to be well informed is essential, so know the rules. The spirit of GOOD SPORTSMANSHIP depends on conformance to a rule's intent as well as to the letter of a given rule.

B. ALWAYS EXERCISE REPRESENTATIVE BEHAVIOR

A prerequisite to good sportsmanship requires one to understand his/her own prejudices that may become a factor in his/her behavior. The true value of competition relies upon everyone exhibiting behavior, which is a representative of a sound value base. A proper perspective must be maintained if the educational values are to be realized. Your behavior influences others whether you are aware of it or not. Be a positive representative for your league, team and family.

c. EXHIBIT RESPECT FOR OPPONENTS

Applause for an opponent's good performance displays generosity and is a courtesy that should be regularly practiced. This not only represents GOOD SPORTSMANSHIP, but also reflects a true awareness of the game by recognizing and acknowledging quality.

EXHIBIT RESPECT FOR THE OFFICIALS

The officials of any contest are impartial arbitrators who are trained and who perform to the best of their ability. Mistakes by all those involved in the contest are part of the game. We should not rationalize poor or unsuccessful performance or behavior by placing responsibility on an official. The rule of GOOD SPORTSMANSHIP is to accept and abide by the decision made. This value is critical for children to learn for later application in life.

E. DISPLAY PRIDE IN YOUR ACTIONS AT EVERY OPPORTUNITY

Never allow your ego to interfere with good judgment and responsibility as a representative of LCABSL. Regardless, whether you are an adult, athlete, coach, or official, this value is paramount. Displaying a positive attitude will show you care about yourself and how others perceive you.

F. GUIDELINES FOR BEHAVIOR OF THE MANAGER/COACH

- 1. Exemplify the highest moral character, behavior and leadership, adhering to strong ethical and integrity standards. Practicing good sportsmanship is practicing good citizenship!
- 2. Respect the integrity and personality of the individual athlete.
- 3. Abide by and teach the rules of the game in letter and in spirit.

4. Set a good example for players and spectators to follow and please refrain from arguments in front of players and spectators: no gestures, which indicate officials or opposing coaches, do not know what they are doing or talking about; no throwing of any objects in disgust. Shake hands with the officials and the opposing coaches before and after the contest in full view of the public.
5. Respect the integrity and judgment of contest officials. The officials are doing their best to help promote athletics and the athlete. Treating officials with respect, even if you disagree with their judgment will only make a positive impression of you and your teammates.
6. Display modesty in victory and graciousness in defeat in public and in meeting / talking with the media. Please confine your remarks to game statistics and to the performance of your team.
7. Instruct participants and spectators in proper sportsmanship responsibilities and request that they make sportsmanship the Number ONE priority.
8. Develop a program that rewards participants and spectators for displaying proper sportsmanship. Enforce penalties on those who do not abide by sportsmanship standards.
9. Do not be party to the use of profanity or obscene language, or improper action.

G. GUIDELINES

1. FOR THE ATHLETE

- a. Accept and understand the seriousness of responsibility, and the privilege of representing your league and your community.
- b. Live up to the standards of sportsmanship established by the LCABSL administration and the coaching staff.
- c. Learn the rules of the game thoroughly and discuss them with parents, fans, fellow managers/coaches and athletes. This will assist both them and you in the achievement of a better understanding and appreciation of the sport.
- d. Treat your opponents, as you would like to be treated as a guest or friend. Who better than you can understand all the hard work and team effort that is required of your sport?
- e. Wish opponents good luck before the contest and congratulate them in a sincere manner, which you would like to be greeted following either victory or defeat.
- f. Respect the integrity and judgment of contest officials. The officials are doing their best to help promote you and your sport. Treating them with respect, even if you disagree with their judgment will only make a positive impression of you and your team.

2. FOR SPECTATORS/PARENTS

- a. Remember that you are at a contest to support the skill and competition for your team: not to intimidate or ridicule the other team and its fans.
- b. Remember that athletics are a learning experience for your children and mistakes are sometimes made. Praise athletes in their attempt to improve themselves as athletes and as people.
- c. Learn the rules of the game so that you may understand and appreciate why certain situations take place.
- d. Show respect for the opposing players, coaches, spectators and support groups. Treat them as you would like to be treated as a guest.
- e. Respect the integrity and judgment of contest officials. Understand that they are doing their best to promote the athlete, and admire their willingness to participate in full view of the public.

- f. Recognize and show appreciation for an outstanding play by either team.
- g. The use of any controlled substances (drugs and alcohol) is prohibited on LCABSL property; furthermore, violators will be subject to suspension.
- h. Use only those cheers that support and uplift the teams involved.
- i. Recognize and compliment LCABSL and athletic administrators for their efforts in emphasizing the educational benefits of athletics and the role of good sportsmanship.

3. PARENTAL OFFICIALS

- a. Accept your role in an unassuming manner. Show boating and over-officiating is not acceptable.
- b. Maintain confidence and poise controlling the contest from start to finish.
- c. Know the rules of the game thoroughly and abide by the established Code of Ethics and By-laws.
- d. Publicly shake hands with coaches of both teams before the contest.
- e. Never, exhibit emotions or argue with participants and / or coaches when enforcing rules.
- f. When watching as spectators, please give the contest officials the same respect you expect to receive when working.

4. ACCEPTABLE BEHAVIOR

- a. Please applaud during introduction of players, coaches and contest officials.
- b. Players shaking hands with opponents who leave the game due to injury while both set of fans should recognize the player's performance with applause.
- c. Accept all decisions of contest officials.
- d. Handshakes, which are given between participants and coaches at the end of each contest, are customary regardless of the outcome.
- e. Coaches and players search out opposing participants to recognize them for outstanding performance or coaching.
- f. Applause shall be given at the end of contest for performances to all participants.
- g. Everyone shall show his or her concern for an injured player regardless of the team.
- h. Encourage surrounding people to display only positive sportsmanship conduct.

5. UNACCEPTABLE BEHAVIOR

- a. Yelling or waving arms or objects.
- b. Disrespectful or derogatory cheers, chants, songs or gestures (i.e. batter, batter) from our members or guests are inappropriate and will not be tolerated. This will also include cheers that are singling out specific players or antagonizing opponents. Laughing or name-calling to distract opponents is not sportsmanship behavior and will not be tolerated.
- c. Managers, coaches, players or spectators criticizing officials in any way (i.e., display of temper with an official's call). Persons guilty of this type of performance will be duly warned by the umpire or attending LCABSL official(s). If the situation persists, the umpire will call time and warn both managers and / or persons involved. The umpire shall state that further outbursts of this nature will result in the person(s) being evicted from the game or the vicinity of the playing field.
- d. Any member of a team (player, manager or coach) ejected by an umpire is ineligible to participate for the remainder of that game and the next game played by his/her team. The evicted member cannot attend the game he/she was evicted from, and must leave

the premises. On the second ejection, he/she is ineligible to participate in LCABSL activities until appearing before a special meeting of the Board of Directors.

- e. Refusing to shake hands or give recognition for good play.
- f. Blaming loss of contest on officials, coaches or participants is considered unacceptable behavior.
- g. The use of profanity or displays of anger, which draw attention away from the game, is not the behavior we want exposed to our players.
- h. Wearing extreme or unusual clothing including excessive face or body painting that will distract from the actions on the playing field is not prohibited.
- 1. Any player who becomes a disciplinary problem (being disrespectful to a manager, coach or another player, fails to attend practices or games or a source of team conflict) shall be released from the team with the approval of the Board. Nonetheless, protocol must be conceived, by means of writing a letter and submitting it to the Board from the team manager. The manager, player and parent shall appear before the Board of Directors following received letter.
- j. Anyone exhibiting unacceptable behavior that has been listed above will be subjected to a verbal warning from any LCABSL official or umpire. If behavior persists, the offending person will be required to leave LCABSL property.

6. TEMPORARY SUSPENSION / EJECTIONS

- a. Managers, coaches and players maybe temporarily suspended from game participation for conduct that is un-sportsmanship like or prejudicial to the best interests of the league by their respective division Vice President, Commissioner and or President. Persons suspended by such action shall have the right to submit an appeal in writing within 48 hours to the Board.
- b. Players, managers or coaches ejected by the umpire during LCABSL games shall not be permitted to participate in the next regular game. If a player, manager or coach shall be ejected on a second occasion during the same season, such player, manager or coach shall not be permitted to participate in the next two regular league games. Should a player, manager or coach be ejected from three LCABSL games in the season, he / she shall be suspended for the balance of the league's season and coaches may be ineligible to coach the following year.

7. APPEALS

- a. There is no appeal for a game ejection by an umpire.

ARTICLE IX - LOCAL RULES OF PLAY

- A. **PLAYER WITHDRAWAL:** Any player who "voluntarily leaves" his/her team will be ineligible for any team the remainder of the season. The player will then be subject to tryouts and the draft the following year; furthermore, will not be entitled to any refund of the registration fee.
- B. A team failing to field at least nine uniformed players within 15 minutes after scheduled starting time of a game is called a forfeit. However, due to difficulty at times of JEBLC Base access issues the forfeit may be waived and time extended by agreement of managers prior to start of game. Official game times begin, when noted by the umpire or if not noted, when "Play ball" is called to begin the game. **EXCEPTION:** If 10 or less players are assigned to a

team by the league, no out is counted in the lineup for missing players a game may be completed with only 8 players without forfeit.

- C. **BORROWING PLAYERS:** To ensure play of games a Manager may "borrow" players from another team or from the opponent for defense (if agreed by opposing manager). An assigned team player may be added into lineup if arriving late. The borrowed player(s) is allowed to play all positions with exception of pitcher and bats last in order.
- D. When a manager for a game submits his/her line-up for that game all players must be listed. The opposing team and official scorekeeper must be notified if a player is not present for the start of that game. If a player arrives late, he/she may be added to the line-up and will be put at the bottom of the line-up and the game becomes official.
- E. If a player leaves due to "illness or injury" giving the team only 8 players, it will not be counted as an out. The team will play with 8 players.
- F. **RE-ENTRY RULE:** When a player in the starting lineup is removed from the game, his/her substitute must have a turn at bat and play at least two (2) defensive innings and six (6) consecutive outs before the starting player may re-enter the game. The original player must reenter the game at his/her same spot in the batting order. A substitute may not re-enter the game except as specified in the official rules of PONY Baseball/ASA Softball.
- G. **MINIMUM PLAYING TIME:** All eligible colt division players and below including Softball with the exception of players being disciplined by the manager for missing practice, etc., must play a minimum of two (2) defensive innings and have at least one (1) at bat in each six (6) or seven (7) Inning game. Any player not meeting this requirement due to a shortened game must start the next game. Any players, who are absent, injured or being disciplined by either coach and or parent; and therefore, not eligible to play, must be identified to the official scorekeeper and opposing manager prior to the start of game. Any manager that fails to abide by this rule shall be subject to Board action and the game in question shall be officially recorded as a forfeit.
- H. **GAME DURATION:** The first scheduled game during weeknights will begin no earlier than 5: 30 P.M. and no later than 6:30 P.M. No new inning will be started after two hours for Pony/Colt/Palomino games: one hour and forty-five minutes for Pinto/ Mustang/Bronco and Softball. If a game is still not complete after two hours and fifteen minutes for Pony/Colt/ Palomino: two hours for Pinto/Mustang/Bronco and Softball, play shall be stopped. In the event a game ends before the home team has completed its turn at bat the score will revert to the last complete inning. However, if the home team is leading at the time that play has been suspended then it will be declared the winner. In the event a game is suspended due to a tie; the game reverts to the last inning's score where one team possessed the lead at the completion of that entire inning. This rule is applicable to regular season play only. In league playoffs, games will be played to regulation length with "no limit" on time. Other tournaments are subject to local rule imposed by the Tournament Director.
- I. No inning played in the Pinto division will start after 9:00 p.m. on any night, Sunday through Thursday and including Thursday evening. Innings initiated after 9:00 p.m. will not count toward the outcome of the game. Games of less than six innings will be in accordance with PONY Baseball rules.

- J. SLIDE RULE: Collision avoidance is the responsibility of the base runner. Base runners shall slide or give themselves up for an out in all situations where a player is fielding, possesses or is in the process of catching a thrown ball and tag or force play develops. Players should slide, so that they can touch and maintain contact with the base to which they are advancing. Runners may not slide head first into home plate. The intent of this rule is to avoid malicious contact between the runner and the fielder. Malicious contact is defined as a situation in which the base runner intentionally and maliciously collides with the fielder who is fielding, possesses or is in the process of catching a thrown ball. Enforcement of this rule shall be in the judgment of the umpire and is not the basis for any protest or appeal by either team. The slide rule is mandatory for all Shetland, Pinto, Mustang and Bronco divisions.
- K. Metal cleats are allowed in the Pony, Colt, Palomino, and Thoroughbred divisions.
- L. LEAGUE SPEED UP RULE: A substitute runner is allowed for the catcher with two (2) outs. The substitute runner must be the player who made the last out if batting all players or any player not in the current lineup.
- M. BATTING ORDER: Shetland, Pinto, Mustang, and Bronco divisions shall bat their entire roster of eligible players in turn for both spring and fall play.
- N. DUGOUTS: All players are to remain in the dugouts at all times with the exception of the on-deck batter or pitcher / catcher warming up in the bullpen. The dugouts and surrounding areas are reserved for the managers, coaches, team parents, and players of the games underway. No other person shall be permitted to enter the dugouts.
- O. The official playing rules and regulations as published by PONY Baseball & Softball as issued annually in Washington, PA will be binding for all LCABSL play.
- P. The Board may set forth "local rules " pertaining to the league during "fall ball play"; however, local rules may in no way conflict with the rules of PONY Baseball as published, amended or approved.
- Q. All local rule(s) changes during fall ball shall be approved by the Board of Directors.

ARTICLE X- SELECTION OF PLAYERS

- A. Team selections will be accomplished per the following criteria:
 - 1. Assign Managers to teams. Returning teams / returning players approved, Managers are set. The Player Agent, Commissioner, division Vice President and each team Manager will attend the draft session. If any of the first three individuals is also a manager of a team in that age group, the President shall represent that member's position.
 - 2. Since player trades can help balance groups and skill levels within teams, player trades will be allowed. The only trading session authorized must be completed at the draft table within 15 minutes after the draft has been completed. All parties must ensure that trade information is not repeated outside the draft session: so, that neither parents nor players will ever know that a particular player was traded. The Player Agent and Commissioner must ensure that trades, which will create an imbalance of a particular age group for either team, are not allowed. Trading of returning players is not permitted.
 - 3. The Commissioner and the Vice President of the Division decides that a division is unevenly weighted for competitive play they may decide to redraft all players in the division. Players / parents will be notified of this decision - returning players may, but are

not required to attend tryouts. Returning division players will not be hat picks — they will be in player pool as though they had attended tryouts.

4. All rosters (with the exception of Shetland) shall be filled upon completion of the draft to the maximum of twelve (12). Exceptions to this rule will be made on a case-by-case basis. If there are additional players, every attempt to form additional teams will be made. If it is necessary to limit the players participating in league play, then the players who signed up last will be given the option of remaining in the player pool for a possible vacancy and given a complete refund.

B. Try-out evaluation Day

1. All new candidates to a division will attend a try-out evaluations day. Returning players will not be required to attend. Failure to attend shall cause a candidate to be ineligible for selection during the draft, and the Player Agent for that division, from a blind draw will place the candidate in the player pool for placement on a team.
2. Each candidate's name shall be listed on a roster by playing age and shall be submitted to all managers.
3. During the spring try-out evaluation, each candidate will be given an opportunity to bat, field and run in competition with candidates having the same league age. These try-out evaluations shall be conducted in the presence of managers and coaches, who shall observe the ability of each candidate.
4. Each manager shall grade the candidate using his/her own selection method for reference during the draft.

C. Selection of player shall be in the following manner:

1. Returning all-star star/same division= 4 points; moving up all-star/lower division= 3 points; Returning player/same division= 2 points; Moving up player/non-all-star/new player = 1 point. Second team and super 7 team players are not considered as all-star.
2. In case of ties, fewest number of players is first, in case of tie with points and number of players, order determined by last year's record (worst is first) and finally with hat draw.
3. Initial draft order is determined by initial team point total.
4. The first two rounds are done traditionally (no "z" format) and everyone drafts.
5. After completion of second round, "catch-up rounds" begin. Point totals are tallied after each round and draft order is determined based on least points-most points with only those teams within 2 points of the lowest point total able to participate in that round. Once a team hits 9 or more players, that team is frozen until all teams have a like number of players (a team could have more than 9 if they start with 8 and add their first 2 selections).
6. The draft continues until all players are selected.
7. The order of the teams for players added after the draft is determined first by the team with the least number of players and then (tie break) by the team with the least number of cumulative points.
8. Any returning player not registered as of the time of the draft is considered a "hat pick" and will be assigned in the order determined above.
9. Brother or Sister Rule count for "consecutive draft picks", not first and last.
10. As each candidate is selected, his/her name shall be struck through on the roster, so that after league selections have been accomplished, the listing will reflect only those players to be placed in the player pool.

11. A manager has an automatic option on his/her children. For draft purposes, a manager's child (ren) shall be considered a returning player(s).
12. When any player that is moving into a new age division has a brother / sister that is returning to a team, the new player will be automatically assigned to the same team and be considered a returning player.
13. When any player that is selected from the draft has a brother / sister that is also eligible for the draft, the brother/sister is automatically assigned to the same team becoming the managers' next consecutive selection.
14. Each player selected will be strongly encouraged to remain a member of the team making the selection unless subsequently being traded or released. Players returning for their second year of league play have the option of waiving their spot on the old roster, provided a request for a waiver is submitted in writing and meet with the Board of Directors prior to try-outs. If a waiver is granted, the player will be placed in the player pool and will be subject to the same tryout and draft rules and regulations as first year divisional players. If the Board denies a waiver request, the player must then play on the original team or not play in the league.
A player who has played a complete season for a league team and whose family departs the local area and later returns after the playing selections for the subsequent season are complete they will be considered a new candidate and placed in the player pool.
15. The Board shall reserve unto itself the authority to retain league ownership of any player whose residence changes during the season after becoming a member of the league.
16. All teams are required to maintain a full roster throughout the season. If a player is lost for any reason, the Player Agent must be notified immediately.
17. Final standings: if two (2) or more teams have identical win — loss records the following tie breaking criteria will be used to determine, which team deems the higher standing.
 - a. The team compiling the best record in head-to-head competition during the regular season shall be awarded the higher standing.
 - b. The team allowing the least number of runs in head-to-head competition during the regular season shall be awarded the higher standing.
 - c. If both teams are still tied after tie breaking criteria, a coin toss method shall be used.

ARTICLE XI - SELECTION OF TOURNAMENT TEAMS

- A. As soon as teams are set and uniforms are assigned managers will provide a complete team roster of players including uniform numbers to the Player Agent. The Player Agent will provide each manager a complete roster of all teams used in evaluating players throughout the season.
- B. No later than the third week in May, managers shall have a meeting to provide a list to the other managers of all possible candidates for the tournament team. This will allow all managers many opportunities to observe the candidates prior to the election meeting.
- C. The tournament team manager (s) shall be elected by the Managers, Player Agent, Director and Commissioner, within that division. These Board members will use best efforts to also attend the selection of players (i.e. as few substitute Board members as possible). The manager must state whether he will carry twelve (12) to fifteen (15) players on the team prior to the beginning of selections.
- D. The election meeting shall be held no later than the first week of June; including the election of managers. Attending this meeting shall be each manager in the respective divisions, the Commissioner, division Vice President and Player Agent (note: best efforts will be requested of these Board members to avoid using substitute Board members if possible).
- E. Each manager will be given the opportunity to discuss the merits of his/her nominated players. After the discussion, each manager will nominate his/her top players. Each attendee of the

meeting will vote on the nominated players however, a manager may not vote for his/her own players.

- F. Players will be selected on a point system. The first player selected receiving the highest ranking (lowest point total) and proceeding down the list until all votes are totaled. The Player Agent shall tally the votes for each potential player. Players receiving the highest ranking (lowest point total) will constitute the tournament team. The top 9 — 12 voted are on the team with the addition of up to three players, which will be the option of the tournament team manager, i.e. he may add no players, one player, two players or three players; however, no player that was not nominated can be added to the team. If there is a tie for the last position, additional voting rounds may be necessary to complete the team. Only the players that were tied at the end of the first voting round will be considered for subsequent rounds. If a second tournament team is created and approved by the Board remaining players from the first selection will automatically place for the second team. If any positions remain, open another selection following the same guidelines, as the first selection will be held.
- G. In the event a player is injured, etc. the Player Agent must be contacted immediately to fill that position with a nominated player chosen by the tournament team manager.
- H. The tournament team manager will choose a business manager and one (1), with the exception of pinto for two (2) coaches. These may be selected from anywhere within the membership of the league. The intention is to put together the best coaching staff available within LCABSL. I. Any division with ten (10) or more teams will have the option to request two (2) tournament teams. The formation of this team and its selection criteria is up to the discretion of the Board. The Board may elect to send more than one (1) team from any other division if there is an abundance of talent and if the budget permits under these same guidelines.
- J. The Player Agent shall maintain a confidential file with all details and voting tickets/sheets including, but not limited to the individual sheets each coach is asked to fill out (without their name) adding up the total points each player receives.

ARTICLE XII - FALL BASEBALL

- A. The fall season shall be administered according to the By-laws of the spring season unless specified herein.
- B. Potential Managers are required to contact the Player Agent who will provide a list to the Commissioner and Vice President of division for interested candidates. The President, Vice President, Commissioners, and Division Vice President shall select necessary managers from approved candidates no less than one week prior to the last sign-up for the fall season schedule.
- C. Team selections shall be made by the Managers, Player Agent, Commissioner and Director of that division. Additionally, all parties involved will be notified five (5) days in advance.
- D. All known players shall be separated according to skill level, to be determined by the selection committee comprised of Managers, Player Agent, Division Vice President, and Commissioner. Players from each skill level shall be divided equally between teams. At the conclusion of team selections, each manager shall have fifteen (15) minutes to trade.
- E. Best efforts will be made to group returning players from spring with the same coach for fall.
- F. All game schedules will be developed by the Commissioner and the respective Vice President for each division.
- G. All Divisions will bat "all players" during their ball games — free substitution rules apply.

ARTICLE - LCABSL SUNDAY INSTRUCTIONAL PROGRAM (SIP)

- A. PROGRAM OVERVIEW

1. The Sunday Instructional Program (SIP) is established to build upon the mission of Little Creek American Baseball / Softball and to meet the needs of all registered players in the league. It consists of a series of skill-based clinics, which will be available to all players throughout the year. In addition, the program provides an opportunity for some players to participate in advanced player development and organized team competition (referred to as (LCABSL Sunday team)). The Sunday Program begins at the completion of the All Star season (usually July 1 5 of each year). Players will be notified by the program coordinator; this program will provide instruction and Sunday play throughout the year.
- B. SPECIFIC GOALS AND OBJECTIVES
1. Improve the overall baseball/softball skills of players registered with LCABSL. Sunday team will be provided additional instruction and playing opportunities on a not to interfere basis with spring and fall baseball/softball seasons (registered players will not be required to play in the fall — but will have to be registered with LCABSL).
 2. Ensure that instructional environments and playing opportunities meet the needs of players of all skill levels.
 3. Develop individual player skill and provide an opportunity for advanced-level play on LCABSL (LCABSL Sunday team) teams.
 4. Complement LCABSL regular spring and fall seasons, to include All Star tournament play.
 5. Develop managers and coaches involved in the league.
- C. PROGRAM OVERSIGHT
1. LCABSL Board will appoint a Sunday Program Coordinator. Specific responsibilities of the Sunday Program Coordinator include:
 - a. Coordinate the program to ensure the goals and objectives are being met.
 - b. Review (LCABSL Sunday team) team plans and proposals in accordance with this charter.
 - c. Coordinate specialized instruction to support advanced player and position-specific player development.
 - d. Monitor game schedules and coordinate field requirements with the Baseball Commissioner and Field Maintenance Manager.
 2. LCABSL VPs will monitor program activities for players in their respective league age divisions and will be responsible for resolving conflicts between regular season and Sunday Instructional Program scheduled activities.
 3. The program for any or all age divisions will only be implemented if there is sufficient interest (number of players) and the needed number of qualified managers, coaches, and instructors deemed adequate by the LCABSL board of directors to conduct clinics and to manage Sunday Program teams. The number of Sunday Program teams shall not exceed two per PONY age division.
 4. The Baseball/Softball Commissioners will coordinate scheduling Sunday Program activities on all fields assigned to LCABSL.
 5. The LCABSL board will remain the primary overseer of the Sunday Program and reserves the right to amend, suspend, or discontinue the program at any time. The Board also retains the right to discipline or change managers and coaches for not adhering to the policies set forth in Little Creek American PONY Baseball/Softball Constitution, By-Laws, and Sunday Instructional Program Charter.
- D. PLAYER PARTICIPATION

1. Participation in league-wide clinics, specialized instruction or (LCABSL Sunday team) is Voluntary and not linked to any LCABSL spring, fall or All-Star teams. Current-year Spring or Fall season registration allows participation in Sunday Program activities (the player has to be currently registered to participate in Sunday Program).
2. For clinics, players may be grouped and matched for instruction by appropriate age and skill levels. Clinics are open to all players registered with LCABSL.
3. Sunday Program (LCABSL Sunday team) managers may invite players registered with LCABSL to participate in advanced player and team development. The list of players selected for games/tournaments shall be submitted to the appropriate VP and the Sunday Program Coordinator for review prior to player notification. Any issues with players (see Program Charter) selected will be brought to the attention of the Baseball Commissioner and the President for resolution.

E. MANAGERS, COACHES, AND INSTRUCTORS

1. Prior to establishing a (LCABSL Sunday team) team for a specific age division, a qualified manager for that group has to be identified by the Sunday Instructional Program Coordinator and League VP, and approved by the LCABSL board. The approved manager will be responsible for participating in coach development clinics, and holding instructional clinics for all players registered in the league for the same age division.
2. Managers for specific age groups will arrange for additional coaches and instructors to achieve program goals and a balance between advanced player development and high-level team competition. The LCABSL board reserves the right to approve or disapprove or exclude any individual from participation in the Sunday Program.
3. Managers will provide a general plan on how their respective programs will be executed within the charter's established guidelines. The respective league VP, in coordination with the Sunday Program Coordinator, will present the plan to the LCABSL board for approval.

F. ADVANCED SUNDAY PLAYER DEVELOPMENT & TEAM COMPETITION

1. Participation in advanced player development and advanced team competition (LCABSL Sunday team) is by invitation. Players will be given an opportunity to compete for participation in the advanced player development and team (LCABSL) competition, but selection is limited and based on: player maturity; ability to play at a high level, and dedication to participate in an advanced, competitive program.
 2. Players participating in the advanced player development and team (LCABSL) competition must be properly registered with LCABSL. Players participating in the previous spring are eligible. Players not participating in the spring league must register for the fall league, but may choose only to participate as a player on a (LCABSL) team.
 3. Selection for the advanced player development and team (LCABSL) competition will be completed in February/March timeframe, with a few exceptions made throughout the season to fill emergent positions on a team.
 4. Selection for the advanced player development and team (LCABSL) competition incurs an additional fee to cover game and tournament expenses; individual teams will provide a monthly financial statement to the league to account for the collection of team fees.
 5. Individual team fundraising may be allowed, but must be approved by the league to ensure no conflicts with other league fundraising initiatives.
- G. SCHEDULING
1. Sunday Instructional Program clinics will be scheduled in the late summer and early spring. These clinics will be hosted by Sunday Program (LCABSL) managers and coaches, and will serve as opportunities to improve individual skill and solicit individuals for follow-on advanced team play (LCABSL). A notional LCABSL Sunday Instructional Program

Roadmap is provided in the SIP Charter. This roadmap is a general template for the activities expected during different times during the year, and which may be amended based on manager, coach, and player availability as well as coordinator approval.

2. Sunday Instructional Program (LCABSL) managers will coordinate with the Baseball / Softball Commissioners on Sunday clinics, team practices, and games.

H REGULAR SEASON AND SUNDAY PROGRAM CONFLICTS

1. During the spring season, Sunday Program activities will not interfere with league games or spring team practice.

1. OTHER CONSIDERATIONS

1. Sunday Program (LCABSL) managers are responsible for the proper care and maintenance of equipment and fields assigned to LCABSL Sunday Instructional Program — this is not to be misconstrued that regular season DVPs, managers, coaches or any other volunteer is not required to assist in field maintenance.
2. All Sunday program activities and grouping will be done in accordance with LCABSL and PONY Baseball/Softball age divisions; i.e., Pinto, Mustang, Bronco, etc. Coaches may combine age divisions for joint skill sessions when deemed beneficial. A maximum of two teams per PONY age division shall be formed; in some cases, only one team per age division may be formed, depending on the number of players and experienced coaches interested in participating in the development of a particular age division of players.
3. When LCABSL Sunday Program players are organized into teams to participate in games or tournaments with other PONY league Sunday teams, they are to be identified as the LCABSL "TEAM NAME". TEAM NAME managers, coaches, and players will wear LCABSL approved uniforms.

ARTICLE XIV - SOFTBALL

- A. Shall follow current official rules of PONY Softball with the following exceptions.
- B. January 1 (of the current year) shall be the date used to determine what age a softball player shall be for these purposes. Second year Pinto girls will be offered the opportunity to move up to the 10 & under division if they so desire. The Player Agent and Vice President of 10 & under Softball will place those girls turning 9 years old between January 1 and August 1 of the current year who have a playing age of 8 years old and second year Pinto girls opting to move up on a team.
- C. Age divisions will be characterized as such 8 & under, 10 & under, 12 & under, 14 & under, 16 & under, 18 & under. Divisions may be combined to allow, as many girls to play as possible, but every effort will be made to keep to the 2-year age brackets. Safety of the players is paramount in forming teams with combined age brackets.
- D. The Player Agent in conjunction with the Commissioner of Softball will make the decision to combine age brackets with the final approval from the President.
- E. Team selections and Manager selections will be per the same rules as the baseball divisions and will be overseen by the Commissioner of Softball and Player Agent or refer to Articles IX and X of LCABSL By-laws.
- F. Scheduling of ball games will be done based on consensus of interlocking with local teams in conjunction with the Commissioner of Softball. G. We do not offer co-ed Softball.

ARTICLE XV - CORPORATE LCABSL SEAL

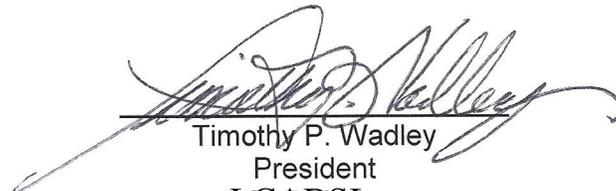
If any, shall consist of a flat-faced circular die, on which there shall be, engraved the word "Seal" and the name of LCABSL PONY Baseball. It shall be approved by the LCABSL Board of Directors.

ARTICLE XV - LCABSL BY-LA WS

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 a majority 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.

The above LCABSL By-laws have been reviewed, accepted and approved by a quorum of the LCABSL Board members this date:

February 7, 2017



Timothy P. Wadley
President
LCABSL, Inc.