

**Constitution and Bylaws  
Of The  
New Palestine Youth League  
As Established By The Board of Trustees  
December 3rd, 2014**

**Article I. Name**

- A. The organization shall be known as the New Palestine Youth League (“NPYL”). The organization was incorporated on March 10, 1977 as New Palestine Youth Baseball League, Inc. The name of the organization was amended to New Palestine Youth League pursuant to Articles of Amendment effective July 28, 1989.

**Article II. Objective**

- A. The objective of NPYL shall be to instill in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage, and reverence, so that they may be finer, stronger and happier children.
- B. This objective will be achieved by providing supervised, competitive athletic games. The supervisors shall bear in mind the attainment of exceptional athletic skills and the winning of games is secondary to the prime objective of molding upstanding adults of the future.

**Article III. Government**

- A. Government of NPYL shall be directed by the Board of Trustees (“Board”). The Board shall be ten (10) in number and shall consist of the following:
1. League President
  2. League Vice-President
  3. League Secretary
  4. League Treasurer
  5. League Director
  6. League Director Baseball
  7. League Director Softball
  8. League Director Junior/Senior
  9. League Director Instructional
  10. League Director Blaze
- B. Implementation of NPYL policies shall be carried out by the Board. The League Director shall have primary responsibility to supervise a team to manage the operational aspects of running the league (“Operation’s Group”) as approved by the Board. The Operation’s Group includes the following positions:
1. League Director Baseball
  2. League Director Softball
  3. 12U Softball Director
  4. 10U Softball Director

5. **8U Softball Director**
6. **League Director Junior/Senior**
7. **Major Baseball Director**
8. **Minor Baseball Director**
9. **Rookie Baseball Director**
10. **League Director Instructional**
11. **Assistant League Director Instructional**
12. **League Director Blaze**
13. **Umpire Director (Baseball)**
14. **Umpire Director (Softball)**
15. **Groundskeeper**
16. **Fundraising Chairman**
17. **Purchasing Agent and Chief Equipment Manager**
18. **Auxiliary President**
19. **Tournament Coordinator**
20. **Assistant Umpire Director**
21. **Assistant League Director**

- C. Except for those positions that are Board positions (specifically, the League Director, League Director Baseball, League Director Softball, League Director Junior/Senior, League Director Blaze and League Director Instructional, which are elected positions per Article III), all Operation's Group positions shall be filled via a nomination made by the League Director and approved by a majority vote of the Board.**
- D. Additional Operation's Group positions may be created from time to time as needed to efficiently run the league's operations. Any additional recommended Operation's positions shall be recommended by the League Director and approved by the Board before becoming effective.**
- E. An annual Parents' Meeting shall be held at the conclusion of the fall season for the purpose of final reporting by outgoing officers and entertaining suggestions or motions from the parent body for consideration by the Board. All other Board meetings, regular or emergency, shall be held at the request of any Board member and seconded by another Board member. Time and place for such meetings shall be distributed to all Board members as expediently as possible. No Board meeting shall be held until all Board members have been notified.**
- F. At the annual Parents' Meeting ("Parents' Meeting"), open Board Seats shall be filled via election through a majority vote of those present. The League President shall present a slate of consenting candidates for each open Board Seat. Nominations from the floor shall be recognized, providing the nominee agrees to accept the open Board Seat and its responsibilities, if elected.**
1. **The Board elected at the annual Parents' Meeting shall meet within thirty (30) days after the Parents' Meeting to vote to determine the League President, League Vice-President, League Secretary, League Treasurer, League Director, League Director Baseball, League Director Softball, League Director Junior/Senior, League Director Blaze and League Director Instructional. The most senior member of the Board shall call and preside at this first post-Parents' Meeting until these positions are voted on and a majority vote is attained for each position. Each Board member shall be permitted to vote in order to select the President, Vice-President, Secretary, Treasurer, League**

- Director, League Director Baseball, League Director Softball, League Director Junior/Senior, League Director Blaze and League Director Instructional (“League Officers”). Board members may run for more than one office, but may only serve in one office at a time. Most Senior member of the Board is defined per Article III. A and Article III. F. (4).
2. During the thirty (30) day period between the Parents’ Meeting and the Post Parents’ Meeting, the Board, by majority, will decide any necessary matters.
  3. The term of office for Board member shall end at the adjournment of the Parents’ Meeting two (2) years after that Board member was elected. Terms of office for Board members shall be alternated such that not less than five (5) and no more than five (5) Board members’ terms shall be eligible for election except in circumstances where a Board member resigned or otherwise vacated his Board position. The term of office for Operation’s Group positions shall be one (1) year and expire at the adjournment of each annual Parent’s Meeting. League Officers’ elected positions shall expire at the adjournment of each annual Parent’s Meeting, regardless of whether the individual’s position on the Board expires concurrently.
  4. Exhibit “A” to these Amended and Restated Constitution and Bylaws of the New Palestine Youth League (“Bylaws”) is an organizational chart intended to identify the flow of authority for direction and operation of the New Palestine Youth League, and is expressly adopted and incorporated herein by reference
- G. All matters concerning the *policies* of NPYL shall be decided by a vote of the Board, and no motion shall be carried except by a majority vote of the Board. A quorum of no less than six (6) members of the Board must vote in order for the majority vote to be valid. A vote can be cast in person or via electronic means, including but not limited to, telephone, fax, or email.
- H. Should a vacancy occur on the Board, the Board President shall nominate a candidate, or candidates, to fill such vacant position until the vacated position’s term ends. Remaining Board Members shall vote to accept the proposed candidate or candidates.
- I. If, in the opinion of a majority Board vote, a Board Member, League Officer, or Article IX Officer has demonstrated conduct contrary or conflicting of his/her duties to the objective of the league. The Board shall begin the process to remove such member or officer. Upon majority Board vote, the Secretary shall provide written notice to the effected Board Member notifying them of the Board’s position and providing seven (7) days for the effected Board Member to provide a written or electronic mail response. Upon receiving the response, the Board shall convene at a regularly scheduled meeting or special meeting to discuss and cast a vote on the removal of effected Board Member. Such vote will require full Board participation; typical quorum calculations will not apply. Execution of removal shall require a minimum six (6) of ten (10) in favor Board Member vote.
- J. Meetings of the Board shall not be considered “open meetings”. The members of the Operation’s Group may attend any meeting at the request or approval of any member.
- K. Any person who is not a member of the Board or Operation’s Group may attend a meeting after first requesting the opportunity to present an issue to the Board and receiving approval to attend the meeting. Such opportunity to present an issue or concern related to NPYL shall

be freely granted except in extraordinary circumstances in which the Board would be prevented from fulfilling its duties if such opportunity were granted. In such event opportunity shall be granted at the earliest available date. The person presenting the issue or concern to the Board is permitted to stay at that Board meeting until the issue has been presented to the Board, at which time the person shall be dismissed.

#### **Article IV. Managers**

- A. The Board shall approve team managers, who shall be responsible for the conduct of their coaches, players and spectators with regard to the objectives of the athletic program. Candidates for team managers shall be determined by League Directors Baseball and Softball.**

#### **Article V. Membership**

- A. Any child meeting the age and residency requirements, as set forth in the recognized league rules, shall be eligible to participate in the program.**
- B. Any parent, guardian, sponsor or dedicated individual taking an active part in the league affairs shall be considered a part of the membership and have a right to vote at the Parents' Meeting.**
- C. The Board of Trustees shall reserve the right to suspend or invoke other disciplinary measures against any member whose conduct is considered to be contrary to the objectives of the league.**

#### **Article VI. Financial Policy**

- A. The Board will select an outside expert annually for the purpose of auditing all financial accounts of the NPYL prior to November 1<sup>st</sup> of each year.**
- B. The Board of Trustees shall decide all matters pertaining to finances and it shall be a policy to place all income in a common-league treasury. Expenditures shall be made in such a manner that no individual of the Board shall have any advantage over another.**
- C. A proposed budget shall be created by the Board prior to December 15 for the next year's playing season. The budget for the league shall take into consideration-anticipated expenses for equipment, uniforms, pictures, concessions, umpires, advertising, rental equipment, utilities and any other reasonably anticipated expenses for operation of the league. In addition, the budget shall take into consideration potential revenue sources, including the anticipated number of players for each league, the expected registration cost per player and anticipated sponsorship funds.**

#### **Article VII. Rules**

- A. The official rules of NPYL shall be established by the Board. Any proposed changes to the prior year's rules shall be approved by the Board prior to March 1 of that playing season. No changes to rules shall be permitted after opening day of the playing season.**

- B. The determination of validity and the disposition of all protests shall remain the responsibility of the Board, and shall be determined by a majority vote of the Board.**

### **Article VIII. Amendments**

- A. Any revisions, stipulations or clarifications to this document shall be made in the form of amendments, or amendments and restatement, and must be approved by a majority vote of the Board.**

### **Article IX Duties and Responsibilities of Officers**

**A. League President**

- 1. To ensure oversight and operational execution of NPYL and its Officers.**

**B. League Vice-President**

- 1. To assume all responsibilities of the President in his/her absence.**
- 2. To serve in any capacity requested by the Board President in order to successfully fulfill article II of this document.**

**C. League Secretary**

- 1. To record all actions of the Board and the league body at all meetings.**
- 2. To serve in any capacity requested by the Board President in order to successfully fulfill Article II of this document.**
- 3. Coordinate all insurance and charter needs for the league.**
- 4. Coordinate the safety needs of the league, including any safety rules, materials (including first aid kits), and related needs.**

**D. League Treasurer**

- 1. To supervise and control all financial matters of the league:**
- 2. By disbursing funds in compliance with the dictates of the Board and the annual budget.**
- 3. By maintaining records of disbursements and income for reporting meetings of the Board and the Parents' Meeting.**
- 4. To serve in any capacity requested by the Board President in order to successfully fulfill article II of this document.**

**E. League Director**

- 1. To preside at the meeting provided for in Article III.C.**
- 2. To nominate individuals to assume the responsibilities of any open Operation's Group position that is not a Board position, approval of which is by vote of the Board.**
- 3. To organize, direct and control the operations of the league as set forth by this document and in coordination with Board approval.**
- 4. Remove from the Operation's Group anyone in a non-Board position who is not fulfilling the obligations or responsibilities required of his position.**

**F. League Directors Baseball and Softball**

- 1. Nominate individuals to serve in the capacities of Director for each division within their respective league, with approval by the Board.**

2. **Submit a list of proposed managers for their respective division to the Board for approval.**
3. **Nominate individuals to serve in any capacity deemed necessary by the Baseball or Softball League Director to efficiently and effectively manage their respective league, subject to approval by the Board.**
4. **Assist the League Director in preparing team rosters.**
5. **Collect, assemble and report all league game scores and standings.**
6. **Coordinate call-up procedure for replacement of absent team members in accordance with league rules.**
7. **Coordinate the selection of all-star team members and managers in accordance with league rules.**
8. **Coordinate all functions related to the successful completion of the regular season and tournament schedules, including practices, regular season games, and tournament games.**
9. **The following duties shall be the primary responsibility of the League Director but may be delegated or shared to accomplish smooth operations of the division:**
  - a) **Determine requirements for balls, bats, helmets, and chest protectors and submit requirements to the Board for approval.**
  - b) **Distribute equipment at the beginning of the season.**
  - c) **Control equipment during the season.**
  - d) **Collect equipment at the end of the season.**
  - e) **Inventory all equipment at the end of the season and provide this information to the Board.**
10. **Reschedule and coordinate the rescheduling of games as needed.**
11. **Coordinate with Umpire Directors for the scheduling of umpiring services for all scheduled or rescheduled games.**
12. **Determine if a post-season intra-division tournament is to be conducted, and if so coordinate the schedule and implementation.**

**G. League Director Junior/Senior**

1. **To oversee and manage all aspects of the Junior/Senior League of NPYL. Including, but not limited to, manager recommendation to Board, draft, practice and game schedule and overall field maintenance.**

**H. League Director Instructional**

1. **To oversee and manage all aspects of the Instructional League of NPYL. Including, but not limited to, manager recommendation to Board, team selection, practice and game schedule and overall field maintenance. Managers – responsible for selection AND monitoring of performances.**
2. **Team – responsible for age equality amongst teams**
3. **Call and moderate managers meeting for both the Spring and Fall seasons, clearly identifying NPYL expectations. Distribution of “managers packet” to take place at meeting. Manager’s Packet to contain coach of conduct, expectations, suggested drills and other information TBD**

## **I. League Director Blaze**

- 1. To oversee and manage all aspects of the NPYL Blaze travel program. Including, but not limited to:**
  - a) Manager recommendation to Board**
  - b) Securing and scheduling of practice facilities (off-season and in season)**
  - c) Uniform coordination, ordering and distribution**
  - d) Oversight on manger game scheduling**
  - e) Coordination and collection of annual fees**

**Positions below are non-Board positions (“Article IX Officers”). Specific responsibilities and duties not set out below shall be determined by the individual’s direct supervisor.**

## **J. Umpire Director**

- 1. To solicit, instruct and schedule individuals to provide quality umpire services for all games.**
- 2. To coordinate all umpire functions related to the successful completion of the regular season and tournament schedules.**
- 3. Organize and present a program for umpire training and instruction.**
- 4. See that umpire’s equipment is obtained and maintained.**
- 5. Conduct clinics to teach umpires the appropriate rules and field positions.**
- 6. Be responsible for proper dress and conduct of all umpires.**
- 7. Be sure all umpires know proper local league protest procedure.**

## **K. Auxiliary President**

- 1. Serve as, or select an individual to serve in the capacity of Auxiliary Treasurer.**
- 2. Conduct and preside at all auxiliary meeting as chief officer of the Auxiliary.**
  - a) Prepare and present to the league director for approval all planned Auxiliary activities.**
- 3. Coordinate all planned functions of the auxiliary to assure the successful completion of the auxiliary’s goals and objectives.**
- 4. To establish and coordinate a program of fundraising activities, in order to obtain funds needed to support league activities:**
  - a) Through any other means approved by the Board.**
  - b) Through the sale of concessions.**
- 5. To develop an organization of parents and dedicated individuals in taking an active part in the auxiliary functions and goals.**
- 6. Submit a list of league team parents to Auxiliary Vice Presidents of fundraising and concessions for coordination of their activities.**

## **L. Fundraising Chairman**

- 1. Prepare and present to the Board for approval all planned fundraising activities, including soliciting sponsors and sponsorships for the teams.**
- 2. Coordinate all planned fundraising activities.**
- 3. To establish and coordinate a program of fundraising activities, in order to obtain funds needed to support league activities.**

#### **M. Groundskeeper**

- 1. To organize and direct the construction, preparation, or repair of the playing fields and adjacent areas, building, structures and facilities to provide a safe, serviceable and pleasant environment.**
- 2. Work with Division Directors and League Director to organize and direct work to prepare fields and facilities.**
- 3. Prepare diamonds prior to each season games.**
- 4. Install bases**
- 5. Mow infield and outfield grass as necessary.**
- 6. Maintain league grounds keeping equipment.**
- 7. Other duties as requested by League Director.**

#### **N. Publicity Director:**

- 1. Promote public awareness and interest in the league activities and meeting through newspaper, radio, leaflets, posters or any other method approved by the Board of Trustees.**
- 2. Obtain and have all game scores published (by League, Division and Name).**

#### **O. Purchasing Agent and Chief Equipment Manager**

- 1. To determine the equipment needs of the league.**
- 2. Purchase competitively priced equipment and services.**
- 3. Upon approval of the Board, make equipment purchases.**
- 4. Coordinate the distribution of equipment and uniforms through the Baseball and Softball League Directors.**
- 5. Determine the individual, playing, umpire, field equipment and awards needs of the league.**
- 6. As directed by the league director, obtain “quotes” or “bids” for other goods or services. The Board will review the quotes.**
- 7. All approval of purchases will be by the Board.**

#### **P. Tournament Coordinator**

- 1. Prepare and coordinate all intra-league and inter-league tournaments.**
- 2. Investigate post-season tournament invitations, acknowledge acceptance (as authorized by the League Director), prepare schedules, and make the necessary arrangements with the League Baseball and Softball Directors.**
- 3. In the event of a local post-season invitational tournament with NPYL as host, the Tournament Coordinator will issue invitations as approved by the League Director. Upon acceptance or refusal, he/she will take the necessary action of scheduling an accepting team and/or issuing additional invitations until the required number of teams have accepted and are scheduled. He/she will be responsible for notification of, dates and times.**
- 4. Coordinate the activities and functions of all affected League Officers to insure the organized, efficient and successful completion of all tournaments.**

**Q. Assistant Umpire Director**

1. The assistant is to serve and carry out such duties assigned to him/her by the League Umpire Director.
2. The assistant is to serve on their respective baseball or softball rules and grievance sub-committee.
3. Select individuals to serve in capacity deemed necessary by the League Umpire Director, to insure the provision of umpiring services for all regular season, exhibition and tournament games.
4. Schedule umpiring services for all regular season, exhibition and tournament games within their respective division.
5. Be responsible for notifying scheduled umpires on cancellations and rescheduled games.

**R. League Assistant Director**

1. The League Assistant Director is to serve and carry out such duties as assigned by the League Director.
2. The Assistant Director is to serve as an operations coordinator between the League Director and that division's team managers.

**Article X. Indemnification**

- A. To the fullest extent permitted by law, NPYL shall indemnify each Board member and officer against expenses, judgments, fines, settlements or other amounts actually and reasonably incurred by them in connection with any decision or action taken by such indemnified party in compliance with the requirements of his/her position with NPYL, as provided in and in conformance with these Bylaws.