

## ARTICLE I – NAME

This organization shall be known as the Poland Community Baseball Association, incorporated, hereinafter referred to as the PCBA.

## ARTICLE II – OBJECTIVE

**Section 1.** The objective of the PCBA shall be to implant firmly in the children of the community ideas of good sportsmanship, honesty, loyalty, courage, and respect for authority, so that they may be well-adjusted, stronger, and happier children and will grow up to be good, decent, healthy, and trustworthy citizens.

**Section 2.** To achieve this objective, the PCBA will provide a supervised program under the rules and regulations of Little League Baseball/Softball, Incorporated and Pony Baseball/Softball, Incorporated. All trustees, officers, and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(C)-(3) of the Federal Internal Revenue Code, the PCBA shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or interfere in any political campaign on behalf of any candidate for public office.

## ARTICLE III – MEMBERSHIP

**Section 1. Eligibility.** Any person sincerely interested in active participation to effect the objective of the PCBA may apply to become a member.

As a condition of service to the league, ALL managers, coaches, members of the Board of Trustees, and any other persons, volunteers, or hired workers, who provide regular service to the PCBA and/or have repetitive access to, or contact with players or teams, must be complete and submit a Volunteer Application to the President. Annual background screenings must be completed prior to the applicant assuming his/her duties for the current season. Refusal to annually submit a fully completed Volunteer Application must result in the immediate dismissal of the individual from the PCBA.

The PCBA shall require that all of the following personnel have annually submitted a fully completed Volunteer Application to President, prior to the applicant assuming his/her duties for the current season: managers, coaches, members of the Board of Trustees, and any other persons, volunteers, or hired workers who provide regular service to the PCBA and/or have repetitive access to or contact with players or teams. The Volunteer Application must be maintained by the President for all personnel named above, for a minimum of the duration of the applicant's service to the league for that year. Failure to comply with this regulation may result in the suspension or revocation of tournament privileges and/or charter from any affiliated national or international organization.

The PCBA shall conduct an annual background check on all personnel that are required to complete a Volunteer Application prior to the applicant assuming his/her duties for the current season. The PCBA shall not permit any person to participate in any manner, whose background check reveals a conviction for any crime involving or against a minor. The PCBA may prohibit any individual from participating as a volunteer or hired worker, if the PCBA deems the individual unfit to work with minors. The PCBA must conduct a search of the applicable government operated statewide sex offender registry. If no sex offender registry exists, the PCBA must conduct a statewide criminal background check through the appropriate governmental agency unless prohibited by law. Failure to comply with this regulation may result in the suspension or revocation of tournament privileges and/or charter from any affiliated national or international organization.

The PCBA shall pay for processing of all applicants; background checks.

**Section 2. Classes.** There shall be the following classes of members:

**(A) Player Members.** Any player candidate meeting the requirements of the PCBA, and residing within the authorized boundaries of the PCBA, shall be eligible to compete for participation but shall have no rights, duties, or obligations in the management or in the property of the PCBA.

All first-year players in the PCBA shall provide proof of age documents (birth certificate) at the time of registration.

All first-year players who maintain a residence outside of the PCBA Charter Boundaries shall be placed on a waiting list until all players who maintain a residence within the PCBA Charter Boundaries are placed on a team. The PCBA Charter Boundaries include the Poland Local School District and Holy Family School.

**(B) Regular Members.** Any person actively interested in furthering the objectives of the PCBA may become a Regular Member upon election as hereinafter provided. The Secretary shall maintain a roll of membership to qualify voting Members. Only Regular Members in good standing shall be eligible to vote at the Annual Meeting.

All officers and Board Members must be active Regular Members and in good standing.

**(C) Honorary Members.** (optional) Any person may be elected as an Honorary Member by the unanimous vote of all Trustees present at any duly held meeting of the Board of Trustees, but shall have no rights, duties, or obligations in the management or in the property of the PCBA.

**(D) Sustaining Members.** (optional) Any person not a Regular Member who makes financial or other contribution to the PCBA may, by a majority vote of the Board of Trustees, become a Sustaining Member, but such person shall have no rights, duties, or obligation in the management or in the property of the PCBA.

**(E)** As used hereinafter, the word "member" shall refer to Regular Members unless otherwise specified.

### **Section 3. Other Affiliations**

(A) Members, whether Regular or Player, shall not be required to be affiliated with another organization or group to qualify as Members of the PCBA.

(B) Regular members should not be actively engaged in the promotion and/or operation of any other baseball and/or softball program, except for any other organization that the PCBA is affiliated with. Umpires are excluded from this provision.

**Section 4. Suspension and/or Termination** Membership may be terminated by death, resignation, or by action taken by the Board of Trustees.

The Board of Trustees, by a two-thirds (2/3) voted of those present at a duly constituted meeting, shall have the authority of discipline, suspend, or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the PCBA.

## **ARTICLE IV – DUES**

**Section 1.** Dues for Regular Members may be fixed at such amounts as the Board of Trustees shall determine prior to the beginning of any membership period.

**Section 2.** Members who fail to pay their fixed dues within thirty (30) days from the time the same become due may, by a majority vote of the Board of Trustees, be dropped from the rolls and shall forfeit all rights and privileges of membership.

**Section 3.** A reasonable PCBA participation fee may be assessed as a parent's obligation to assure the operational continuity of the PCBA. The Executive Committee shall consider hardship cases on an individual basis.

All participation fees shall be paid in full at the time of registration.

## **ARTICLE V – MEETINGS**

**Section 1. Annual Meeting.** The Annual Meeting of the Board of Trustees of the PCBA shall be held in October of each year for the purpose of electing an Executive Committee, receiving reports, and for the transaction of such business as may properly come before the meeting.

**Section 2. Notice of Meeting.** Notice of Meeting of the members shall be mailed or otherwise delivered to each member at the last recorded place of residence at least five (5) days in advance thereof setting forth the place, time, and purpose of the meeting; or in lieu thereof, notice may be given in such form as may be authorized by the members, from time to time, at a regularly convened meeting.

**Section 3. Special Meetings.** Special Meetings of the members may be called by the Board of Trustees, the Executive Committee, the Secretary, or the President at their discretion. The President shall call a Special Meeting to consider a specific subject. No business other than that specified in the Notice of Special Meeting shall be transacted at any Special Meeting of the members.

**Section 4. Quorum.** The presence in person or by proxy of one-third (1/3) of the members shall be necessary to constitute a quorum.

**Section 5. Voting.** Only Regular Members shall be entitled to vote at any meeting of the PCBA.

**Section 6. Rules of Order.** Robert's Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution and By-Laws of the PCBA.

## **ARTICLE VI – BOARD OF TRUSTEES**

**Section 1. Board and Number.** The management of the property and affairs of the PCBA shall be vested in the Board of Trustees. The number of Trustees shall be not less than five (5) nor more than thirty (30). The Trustees shall, upon election to said office, immediately enter upon the performance of their duties and shall continue in the office until their successors shall have been duly elected and qualified.

**Section 2. Required Members.** The Board membership must include the Executive Committee.

**Section 3. Term of Office.** The President of Executive Committee shall appoint all Trustees. All appointments must be confirmed by at least a majority vote of all Trustees present at a regular or duly called Special meeting. Trustee terms are one (1) year in length beginning on January 1, and ending on December 31.

**Section 4. Vacancies.** If any vacancy occurs in the Board of Trustees, by death, resignation, or otherwise, the unexpired term will be appointed by the President, and must be confirmed by at least a majority vote of all Trustees present at a regular or duly called Special Meeting.

**Section 5. Meetings, Notice, and Quorum.** Regular Meetings of the Board of Trustees shall be held following the annual election and on such days thereafter as shall be determined by the President. Notice of each meeting shall be given by the Secretary to each Trustee either by mail, at least five (5) days before the time appointed for the meeting to the last recorded place of residence of each Trustee, or by telephone, telegraphic, facsimile, email, or personal notice, at least twenty-four (24) hours preceding the meeting.

In case of Special Meeting, such notice shall include the purpose of the meeting, and no matters not so stated may be acted upon at the meeting.

One-third (1/3) of the members of the Board of Trustees shall constitute a quorum for the transaction of business.

**Section 6. Duties and Powers.** The President with the approval of the Board of Trustees shall have the power to appoint such standing committees as it shall determine and to which it may properly delegate.

The Board may adopt such rules and regulations for the conduct of its meetings and the management of the PCBA as it may deem proper.

More than fifty percent (50%) excused absences and three unexcused absences consecutively by a member in one calendar year will result in automatic expulsion. To be excused said member shall contact a member of the Executive Committee prior to the start of the meeting. The Executive Committee has the discretion to waive requirement in extraordinary situations.

**Section 7. Year End Review.** The Executive Committee has the ability to conduct a yearend participation review of trustee's contributions to all PCBA Events which shall include, but not be limited to Golf Outing, Hall of Fame Dance, Fundraising Contributions, Field Day, Registration, ASA Tournament, and any regularly scheduled event put on by PCBA.

If by lack of participation in PCBA events or conduct unbecoming a trustee is found to be not meeting the Objective of the PCBA Organization as set forth in Article II Section 1, then the executive board may vote to dismiss said trustee from PCBA with a majority vote at any time throughout the year.

## **ARTICLE VII – EXECUTIVE COMMITTEE**

**Section 1.** The Executive Committee shall consist of the following members:

1. President
2. Vice-President
3. Vice-President, Baseball
4. Vice-President, Softball
5. Treasurer
6. Secretary

**Section 2.** The Executive Committee shall advice with and assist members of the PCBA in all matters concerning its interests and the management of its affairs, and shall have other such powers as may be delegated by the Board of Trustees.

**Section 3.** At any meeting of the Executive Committee, a majority of the total of number of members then in office shall constitute a quorum for the transaction of business, and the act of a majority present at any meeting at which there is a quorum shall be the act of the entire Committee.

## **ARTICLE VIII – OTHER COMMITTEES**

**Section 1. Nominating Committee.** The President with the approval of the Board of Trustees shall appoint a Nominating and Membership Committee consisting of not less than five (5) Trustees.

The Committee shall submit for consideration by the Board of Trustees a slate of officers for election and shall receive the names of prospective Honorary, Sustaining, and Regular Members, investigate for eligibility, and recommend those qualified for election.

**Section 2. Finance Committee.** The President with the approval of the Board of Trustees shall appoint a Finance Committee consisting of not less than five (5) Trustees.

The Treasurer shall be an ex-officio Member of the Committee.

The Committee shall investigate ways and means of financing the PCBA and submit recommendations to the Executive Committee for review.

**Section 3. Buildings, Property, and Grounds Committee.** The President with the approval of the Board of Trustees shall appoint a Buildings, Property, and Grounds Committee consisting of not less than ten (10) people.

The Committee shall recommend available, suitable sites and plans for development, including ways and means, the latter in cooperation with the Finance Committee.

It shall further be responsible for repair and improvement recommendations, other than normal maintenance, and supervise the performance of approved projects.

**Section 4. Playing Equipment Committee.** The President with the approval of the Board of Trustees may appoint a Playing Equipment Committee consisting of not less than five (5) Trustees, for the purpose for securing bids on needed supplies, equipment, and uniforms, and make recommendations for their purchase to the Board.

The Committee shall be responsible for proper issuance of such supplies, equipment, and uniforms, and for the repair, cleaning, and storage thereof at the close of the season,

**Section 5. Manager Selection Committee.** The President with the approval of the Board of Trustees may appoint a Selection Committee consisting of not less than five (5) trustees. The Committee shall interview and investigate prospective managers and coaches, and recommend acceptable candidates to the President, for approval by the Board of Trustees.

It shall, during the playing season, observe conduct of the managers and coaches and report its findings to the President of the PCBA.

It shall, at the request of the President or the Board of Trustees, investigate complaints concerning managers and/or coaches and make a report thereof to the President of the Board of Trustees as the case may be.

**Section 6. Umpire Committee.** The President with the approval of the Board of Trustees may appoint an Umpire Committee consisting of three (3) Trustees.

The PCBA Umpire-in-Chief shall be the Chair of any such committee.

The Committee shall recruit, interview, instruct, and recommend to the Board for appointment a staff of umpires, including an Umpire-in-Chief in both baseball and softball and replacements.

This provision applies only to volunteer umpires.

**Section 7. Auditing Committee.** The President with the approval of the Board of Trustees shall appoint an Auditing Committee consisting of three (3) Trustees. The President, Treasurer, or signators of checks are not eligible.

The Committee will review the PCBA financial books and records annually prior to the Annual Meeting and attach a statement of their findings to the Annual Financial Statement of the President and Treasurer; or may, if desired by the Board of Trustees, secure the services of a certified public accountant to accomplish such review.

**Section 8. Constitution and By-Laws Committee.** The President with the approval of the Board of Trustees shall appoint a Constitution and By-Laws Committee consisting of three (3) trustees.

The Committee is designed to spell out the operational format of the PCBA. The Committee should recommend revisions, changes, and/or deletions to the Board of Trustees at least once per calendar year.

**Section 9. Registration Committee.** The President with the approval of the Board of Trustees may appoint of Registration Committee consisting of not less than twenty (20) trustees.

The Committee is designed to obtain Player Members into the PCBA, and will supervise the collection of fees, recording of birth certificates, and registration of all PCBA Player Members.

The Executive Committee and all Player Agents and League Directors must be members of this committee.

**Section 10. Awards Committee.** The President with the approval of the Board of Trustees may appoint an Awards Committee consisting of three (3) trustees.

The Committee is designed to secure bids and recommend purchase of awards within the PCBA to the Board of Trustees. Awards are to be presented tot the following:

1. League Champions
2. Sponsors
3. Tournament Teams. Awards will be presented to players participating in the Little League Baseball International Tournament and the Little League Softball International Tournament.
4. Any other deemed necessary by the President or the Board of Trustees.

**Section 11. Team Sponsorship Committee.** The President with the approval of the Board of Trustees shall appoint a Team Sponsorship Committee consisting of five (5) trustees.

The Committee is designed to obtain financial team sponsor from throughout the community to support the PCBA. All fees, which are set yearly by the Board, should be collected from the sponsors prior to the start of the season. Sponsors not complying are subject to expulsion from the PCBA upon review of the Executive Committee.

**Section 12. Rules and Protest Committee.** The President with the approval of the Board of Trustees shall appoint a Rules and Protest Committee consisting of three (3) trustees. The PCBA Umpire-in-Chief shall be a member of the Committee.

The Committee is designed to decide, in a timely manner, any protest or to make any applicable rule interpretation within the PCBA.

The Committee shall also receive, from Player Agents and League Directors, any and all local rules proposals to be used for the season. These rules shall be reviewed by the committee and presented to the Board of Trustees for approval. All local rules must be adopted at least ten (10) days prior to the first game of the season.

**Section 13. Fence Advertisement Committee.** The President with the approval of the Board of Trustees shall appoint a Fence Advertisement Committee consisting of not more than nine (9) trustees.

The Committee is designed to secure fence advertisement at any PCBA field.

There shall be a Big Blue Wall Sub-Committee, acting under the direct supervision of the Fence Advertisement Committee. Not more than four (4) members of the Committee shall serve as members of the sub-committee.

The sub-committee is designed to secure advertisers for the Big Blue Wall(s) maintained by the PCBA.

**Section 14. Scholarship Committee.** The Scholarship Committee shall consist of the Executive Committee, with the President as chairman.

The Matt Harty Memorial Baseball and Softball Scholarship awards shall not exceed two thousand dollars (\$2,000.00) per calendar year, and no recipient may receive more than five hundred dollars (\$500.00). Ideally, four (4) scholarships of five hundred dollars (\$500.00) each calendar year, two (2) to males and two (2) to females, will be awarded. In the event that there is only one applicant per gender, the maximum scholarship awards shall not exceed five hundred dollars (\$500.00). Should there be a tie in points for a first place position, both applicants shall be awarded five hundred dollars (\$500.00). Should there be a tie in points for a second place position, both applicants shall be awarded two hundred and fifty dollars (\$250.00)

If private donations are given towards the Scholarship Fund, that money will be used as part of the two thousand dollar (\$2,000.00) scholarship and not as an additional amount. Criteria, eligibility, and applications shall be placed on file in the PCBA records.

**Section 15. Safety and Insurance Committee.** The President with the approval of the Board of Trustees shall appoint a Safety Committee consisting of no less than three (3) trustees.

The Committee is designed to provide the PCBA players, managers, coaches, umpires, trustees, or any other volunteer with guidelines for safety procedures. All fields shall have a first aid kit with supplies. A first aid clinic is mandatory for all managers and coaches. All trustees and other volunteers are strongly encouraged to attend.

The Committee is further designed to secure bids for the best possible insurance coverage for all PCBA players, managers, coaches, umpires, trustees, or any volunteer, and for all equipment and property within the PCBA.

**Section 16. Community Outreach/Public Relations Committee.** The President with the approval of the Board of Trustees may appoint a Public Relations Committee consisting of at least three trustees.

The Committee is designed to relay pertinent PCBA information to the public. This should be done through the news media. Such information includes, but is not limited to:

1. Scores and highlights of games
2. Photographs
3. Special PCBA Events
4. Meeting Dates
5. Web site

All scores and highlights are to be reported to all Player Agent or League Director of each PCBA League. Player Agents or League Directors shall cause to be completed appropriate forms and report them to the Committee weekly. The Committee will designate a deadline for the reporting of such scores and highlights.

In lieu of a Public Relations Committee, a Publicity Director may be appointed.

**Section 17. Concession Committee.** The President with the approval of the Board of Trustees shall appoint a Concession Committee consisting of no less than ten (10) people.

The Committee shall be responsible for operation of all PCBA Concession Stands, and for all monies generated

**Section 18. Hall of Fame Committee.** The President with the approval of the Board of Trustees shall appoint a Hall of Fame Committee consisting of five (5) members.

The Committee is designed to seek out worthy candidates for membership into the PCBA Hall of Fame, using appropriate rules and policies set forth for the committee.

**Section 19. Other Committees.** The President with approval of the Board of Trustees may appoint such other committees as deemed necessary.

## **ARTICLE IX – OFFICERS, POWERS, AND DUTIES**

**Section 1. Election.** Immediately following the Annual Meeting, the Trustees present, provided that there is a quorum, shall meet for the purpose of electing Officers and appointing committees for the ensuing year.

**Section 2. Officers.** The Officers of the PCBA shall consist of the President, Vice-Presidents (3), Treasurer, and Secretary, all of whom shall hold office for the ensuing year or until their successors are duly elected.

The Board of Trustees may appoint such other Officers or agents as it may deem necessary or desirable, and may prescribe the Powers and Duties of each and may fill any vacancy which may occur in any office.

**Section 3. The President.** The President shall:

1. Conduct the affairs of the PCBA and execute the policies established by the Board of Trustees.
2. Present a report to the Board of Trustees as to the condition of the PCBA at the Annual Meeting.
3. Communicate to the Board of Trustees such matters as deemed appropriate, and make suggestions as may tend to promote the welfare of the PCBA.
4. Be responsible for the conduct of the PCBA, using as a guideline the Rules and Regulations of Little League Baseball, Incorporated and PONY Baseball/Softball, Incorporated, as agreed to under the conditions of charter issued to the PCBA by aforementioned organization.
5. Designate, in writing, other Officers, if necessary, to have power to make and execute for and/or in the name of the PCBA such contracts and leases as may received prior approval of the Board of Trustees.
6. Investigate complaints, irregularities, and conditions detrimental to the PCBA and report thereon to the Board or Executive Committee as circumstances warrant.
7. Receive and submit an annual budget to the Board of Trustees and be responsible for the proper execution thereof.
8. With the assistance of Player Agents and/or League Directors, examine the application and support proof-of-age documents of every player candidate and certify to the residence and age eligibility before the player may be accepted for tryouts and selection.

**Section 4. The Vice-President.** The Vice-President shall:

1. Be responsible for all fundraising efforts, unless such duties are functions of specific committees.
2. In the absence of the President, shall perform the duties of the President.

**Section 5. The Vice-President Baseball.** In case of the absence of the President or Vice-President, the Vice-President Baseball shall perform the duties of the President, and shall have other duties as from time to time may be assigned by the Board of Trustees or by the President.

The Vice-President Baseball shall be responsible for nominating to the President the names of the individuals to be appointed as Player Agents or League Directors.

**Section 6. The Vice-President Softball.** In case of the absence of the President, Vice-President, or the Vice-President Baseball, the Vice-President Softball shall perform the duties of the President, and shall have other duties as from time to time may be assigned by the Board of Trustees or by the President.

Vice-President Softball shall be responsible for nominating to the President the names of individuals to be appointed as Player Agents or League Directors.

**Section 7. The Treasurer.** The Treasurer shall:

1. Perform such duties as are herein specifically set forth and such other duties as are customarily incident to the Office of Treasurer, or may be assigned by the Board of Trustees.
2. Receive all monies and securities, and deposit same in depository approved by the Board of Trustees.
3. Keep records for the receipt and disbursement of all monies and securities of the PCBA, and approve all payment from allotted funds and draw checks thereof.
4. Assist the finance committee in the preparation of the annual budget, under, for submission to the Board of Trustees at the Annual Meeting.
5. Prepare the annual financial report, under the direction of the President, for submission to the Board of Trustees at the Annual Meeting.

**Section 8. The Secretary. The Secretary shall:**

1. Be responsible for recording the activities of the PCBA and maintain appropriate files, mailing lists, and necessary records.
2. Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the Office of Secretary or as may be assigned by the Board of Trustees.
3. Maintain a list of all Regular, Sustaining, and Honorary Members, and shall give notice to all Members of meetings of the PCBA.
4. Keep the minutes of the meetings of the Board of Trustees and Executive Committee, and cause said minutes to be recorded in a book kept for that purpose.
5. Conduct all correspondence not otherwise specifically delegated in connection with said meetings and shall be responsible for carrying out all orders, votes, and resolutions not otherwise committed.
6. Notify Members of their election or appointment.

**Section 9. Player Agents and League Directors.** The Player Agent and/or League Director shall:

1. Record all player transactions and maintain an accurate and up-to-date record thereof.

2. Receive and review applications for player candidates and assist the President in checking residence and eligibility.
3. Conduct the player auction or draft and all other transaction or selection meetings.
4. Prepare a Player Agent's or League Director's list.
5. Prepare for the President's signature and submission to Little League Headquarters and to PONY Headquarters, team rosters, including players claimed, and the tournament team eligibility affidavit, as the case may be.
6. Notify Little League Headquarters and/or PONY Headquarters of any subsequent player replacements or trades.

## **ARTICLE X – MANAGERS, COACHES, AND UMPIRES**

**Section 1. Team Managers.** Team managers shall be appointed annually by the President, and shall be approved by the Board of Trustees. Managers shall be responsible for the selection of their teams and for their actions on the playing field, or when representing the PCBA.

Team managers must also follow all policies provided to them by the PCBA.

**Section 2. Volunteer Umpires.** Volunteer umpires may be appointed annually by the President, and shall be approved by the Board of Trustees. Volunteer Umpires will be responsible for their assignments and for their actions on the playing field, or when representing the PCBA.

Volunteer umpires are encouraged to attend a PCBA sponsored rules clinic annually.

**Section 3. Sanctioned Umpires.** Sanctioned umpires may be hired annually by the President, and shall be approved by the Board of Trustees. Sanctioned Umpires will be responsible for their assignments and for their actions on the playing field. Sanctioned Umpires shall be assigned by the umpire organization hired.

## **ARTICLE XI – AFFILIATION**

**Section 1. Charter.** The PCBA shall annually apply for a charter from the Little League Baseball, Incorporated and Pony Baseball/Softball, Incorporated, or any other organization(s) deemed necessary by the Board of Trustees.

**Section 2. Rules and Regulations.** The Official Rules and Regulations as published by Little League Baseball, Incorporated, Williamsport, Pennsylvania and Pony Baseball/Softball, Incorporated, Washington, Pennsylvania, and any other organization(s) deemed necessary by the Board of Trustees, shall be binding on the PCBA.

**Section 3. PCBA Local Rules.** The Local Rules of the PCBA shall be adopted by the Board of Trustees, at a Regular or duly called Special Meeting, not less than one month previous to the first scheduled game of the season. Preview games are considered games.

## ARTICLE XII – FINANCIAL AND ACCOUNTING

**Section 1.** The Board of Trustees shall decide all matters pertaining to the finances of the PCBA and it shall place all income, including auxiliary funds, in a common League Treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual team.

**Section 2.** The Board of Trustees shall not permit the contribution of funds or property to individual teams but shall solicit same for common treasury of the PCBA, thereby to discourage favoritism among teams to equalize the benefits of the PCBA.

**Section 3.** The Board of Trustees shall not permit the solicitation of funds in the name of the PCBA without authorization of the President or the Executive Committee.

**Section 4.** No trustee, officer, or member of the PCBA shall receive, directly or indirectly, any salary, compensation, or emoluments from the PCBA for services rendered as trustee, officer, or member.

This provision does not pertain to umpires working for the PCBA.

**Section 5.** All monies received, including auxiliary funds, shall be deposited to the credit of the PCBA in a bank or financial institution designated by the Board of Trustees. A petty cash fund may be maintained at the discretion of the Treasurer, the balance of which shall not exceed one hundred dollars (\$100.00). Disbursements shall be recorded in the account register through the use of a check request and/or input document with the receipt or invoice attached thereto. All checks shall be signed by the Treasurer and such other Officer or Officers, or person or persons, as the Board of Trustees shall determine.

**Section 6.** The Fiscal year of the PCBA shall begin on the first day of October and shall end on the last day of September.

**Section 7. Distribution of Property upon Dissolution.** Upon dissolution of the PCBA and after all outstanding debts and claims have been satisfied, the trustees shall distribute the property of the PCBA to such other organization(s) maintaining an objective similar to that set forth herein, which are or may be entitled to exemption under Section 501-(C)-(3) of the Internal Revenue Code or any further corresponding provision.

## ARTICLE XIII – AMENDMENTS

This Constitution and By-Laws may be amended, repealed, or altered, in whole or in part, by a majority vote at any duly organized meeting of the Board of Trustees provided notice of the proposed changes are included in the notice of such meeting.

## **ARTICLE XIV – DRAFT PROCEDURES**

Player Draft Procedures have been established to place players on PCBA teams. Draft Procedures, as shown on subsequent pages, are as follows:

### **DRAFT PROCEDURES**

#### **Little League Baseball and Little League Softball**

The Draft Procedure shall be as follows:

1. Each manager shall draw a number according to the number of teams in said manager's league. For example, if there are ten teams, numbers drawn shall be 1 through 10. The number drawn by each manager represents their position in the draft. Each team receives fifty (50) points for every vacancy on the team roster from the previous season. Managers will bid in increments of ten (10) points, and can carry over a maximum of forty (40) points to the following season.
2. To start the Draft, managers will draft their sons/daughters for fifty (50) points. Brothers/sisters of team members are automatically placed on the same team, and fifty (50) points shall be deducted from said team's total points. Existing coaches on said team will have their son/daughter placed on said team, and fifty (50) points shall be deducted from said team's total points. Managers cannot name coaches to obtain said coach's son/daughter as a player.
3. If a letter of player team transfer is written and approved by the President and the Player Agent, said player(s) will be placed back into the Player Draft, and will be the first player drafted. All points expended on said player(s) will be awarded to the team from which the player(s) came from for compensation. If said player(s) is not drafted, the player will then be taken during free picks, and the team from which said player(s) came will be awarded fifty (50) points.
4. Any player nominated for the Draft will be worth a fifty (50) point minimum.
5. The following procedure will be followed during the Player Draft:
  - a. The manager who has drawn the number one (1) can nominate any player to be drafted, or may pass his/her option to nominate to the manager who has drawn the number two (2). Managers may option their nomination once during each round, but if all managers use their options, it is the responsibility of the manager whose turn it originally was to nominate a player to be drafted.
  - b. Managers will draft in their numerical sequence until all teams have less than fifty (50) points. Remaining points shall be carried over to the following season.
  - c. Free Picks. Free picks will begin when all managers are below fifty (50) points. Once this has happened, the following procedure will be followed:
    - i. The numerical sequence will be followed to completion.
    - ii. Once the sequence has been completed, the numerical sequence will be repeated in reverse order.
    - iii. Once the sequence has been completed, the numerical sequence will be repeated in order.
    - iv. This process will continue until all players are placed on a team.
    - v. During free picks, managers are not permitted to pass their option and must draft a player.

**DRAFT PROCEDURE**  
**Minor League Baseball and Minor League Softball**

Minor League is designed as a prep league, where players are developed for further participation in the PCBA.

The following procedures were designed in an attempt to achieve parity within the league with regard to age and talent. Some of the Little League Baseball draft concepts are incorporated here.

Immediately prior to the draft, the Player Agent will provide a list of parents (to the managers) that wish to volunteer as an Assistant Coach. Managers will acquire their assistant coaches (maximum of 2) as a result of their player selections. The intent of this policy is to prevent collusion prior to the draft. Only the manager's child will be automatically placed on his or her team. Any manager that does not have a child in Minor League will be allowed to pick one player prior to the draft. Brother and sister combinations will count as one pick.

**THE DRAFT**

There will be two (2) drafts. The first will consist of only 10-year-old players, the second will consist of only 9 year old players.

**DRAFTING THE 10 YEAR OLD PLAYERS**

1. Draft order will be determined by picking numbers from a hat.
2. *Round 1* begins with the manager who has drawn the number one (1) and proceeds to the manager who has drawn the highest number according to the number of teams in the league.
3. *Round 2* begins with the manager with the highest number and proceeds in reverse order to the manager with the number one (1).
4. This forward-reverse procedure will continue until ALL 10-year-old players are selected.

**DRAFTING THE NINE YEAR OLD PLAYERS**

1. THE DRAFT ORDER WILL BE REVERSED FROM THE 10-YEAR-OLD DRAFT.
2. *Round 1* begins with the manager who has drawn the highest number in the 10-year-old draft and proceeds to the manager who drew the number one (1).
3. *Round 2* begins with the manager with the number one (1) and proceeds to the manager with the highest number.
4. This forward-reverse procedure will continue until ALL 9-year-old players are selected.

**DRAFT PROCEDURE**  
**Pony Baseball**

The Pony League draft shall be conducted in accord with the structure of the broader community league in which the PCBA Pony League teams are

participating. If the community league is a single-tier division that is not divided based on level of accomplishment, then the Pony League draft shall be conducted based on a point-bid system. If the community league has a multi-tiered format of different levels of accomplishment, then the PCBA Pony League teams shall be grouped by demonstrated level of accomplishment. In either case, all teams shall be redrafted or reselected each year. Single-Tier League

Each manager shall draw a number according to the number of PCBA teams, i.e., if there are five teams, then managers shall draw numbers one through five. The number drawn by each manager represents his place in the draft. Each team shall receive five hundred (500) points. Managers shall bid in multiples of ten (10) points. No points may be carried over to the following season.

To start the draft, managers shall draft their sons for fifty (50) points each. Managers cannot name a coach to obtain said coach's son. Unless the parents specifically advise the league otherwise in advance, brothers shall be drafted to the same team and bid upon as a package deal.

The manager who has drawn pick number one may nominate a player to be drafted or may pass his option to nominate to the manager who drew pick number two. A manager may nominate any player, but shall bid at least fifty (50) points for that player. Managers will bid or pass on the nominated player until there is a successful bidder. The nomination and bid process shall then continue in sequential order by number drawn until no manager has sufficient points to nominate a player. Managers may pass on nominating a player only once per round. If all managers pass in a round, it is the responsibility of the first passing manager to nominate a player.

Once all managers have fewer than fifty (50) points, they shall redraw to determine a new draft order. The manager who has drawn the number one will start the draft process, which will proceed in a "snake draft" format until all players have been selected to a team. Managers may not pass during this phase of the selection process.

#### Multi-Tier League

The goal of a multi-tier league is to provide players with an appropriate level of competition within the structure of the PCBA. The concept is to keep advanced players developing and interested in the game and to give less advanced players an environment in which to shine and to contribute. It can be difficult to acknowledge that players have different abilities, but even the casual observer can see that players have different skill levels and develop at different paces.

The PCBA will conduct a skill evaluation of players prior to forming teams. At these player skill assessments, managers, coaches, and/or PCBA officials will be responsible for evaluating the players and placing them on teams of the proper skill level. Once the skills of the players have been assessed, a team is to be selected comprised of the most accomplished players, which will compete at the

highest appropriate level in the community league. The person appointed to be manager of this team pursuant to Article X, Section 1, hereof shall, in consultation with the Pony League Director and the other appointed Pony League managers, select the players for said team. If there is sufficient depth in the candidates for a particular year, then additional such teams may be selected. All players not selected to be on such a team shall be placed on the remaining teams as provided in Single-Tier League section.

### **DRAFT PROCEDURE** **Colt Baseball**

There are two (2) teams in PCBA Colt Baseball. This number may be changed according to the number of players participating. **The maximum number of nineteen (19) year old players is three (3) per team. Nineteen (19) year old players are excluded from tournament play.** The team with the best record from the previous season will receive the first sixteen (16) year old player, and the second fifteen (15) year old player. The second place team from the previous season will receive the second sixteen (16) year old, and the first fifteen (15) year old player.

Managers obtain their sons automatically. Existing coaches' sons, including brother combinations, must be drafted by the fourth (4<sup>th</sup>) round, or the manager of said team may lose his/her option to draft said player(s) to other team.

### **DRAFT PROCEDURE** **PONY Fast-Pitch Softball**

The Draft Procedure shall be as follows:

1. Each manager will have his/her daughter placed on said team. Sisters of team members are automatically placed on the same team. Existing coaches on said team will have his/her daughter placed on said team. Managers cannot name coaches to obtain said coach's daughter as a player.
2. Managers will draw numbers, beginning with one (1) and running to the total number of teams in the League.
3. *Round One.* Round one (1) begins with the manager who has drawn the number one (1) and proceeds to the manager who has drawn the highest number of teams in the League.
4. *Round Two.* Round two (2) begins with the manager with the highest number and proceeds in reverse order to the manager with the number one (1).
5. *Round Three.* One (1) through highest number.
6. *Round Four.* Highest number through one (1). This procedure shall continue until all players are placed on a team.

## DRAFT NOTE

This Executive Committee will handle any situation not specifically covered herein with the assistance of the Player Agent or League Director.

### **ARTICLE XV – ALL STAR MANAGER SELECTION**

For sanctioned Little League Tournament Teams.

It is the intent of Poland Community Baseball to select the most qualified person to be the manager of all Little League sanctioned All-Star team. With this in mind, the following step-by-step process will be used to select the All-Star managers:

1. Any manager wishing to manage a sanctioned All-Star team must turn in an application form. Managers may obtain an application form online at THEPCBA.ORG. All applications must be turned into the division player agent on or before June 11<sup>th</sup>. Any manager expressing interest after this date will not be considered.
2. The Vice President of that division and the League President will interview each manager who has expressed an interest. The intent of this interview is to be sure candidate is fully aware of the responsibilities as an All-Star manager – practice commitments, travel time, finances, etc. In addition, the manager should be able to demonstrate having knowledge of skill level of the players in his/her division. This is necessary to insure the manager can field a well-round team. At the time of the interview, the manager candidate needs to present a list of potential coaches who may assist him. The league officials mentioned above have the right to disapprove coach selections.
3. The following voting process will take place in which each All-Star manager candidate will be considered.
  - a. The Player Agent will decide which candidate he/she feels is the most qualified. A favorable vote from the Player Agent will be worth one point. (Exception: The Player Agent will not get to vote if he/she is applying for the manager position.)
  - b. The managers of the appropriate divisions will meet to vote on whom they feel is the most qualified to be the All-Star manager. In attendance will be the managers of each team, the Player Agent, and the Division Vice President. Each manager's favorable vote will be worth one point.
  - c. The Player Agent and Division Vice President will tabulate the point totals. The candidate with the most points will be declared the All-Star manager. In the event the vote ends in a tie the managers will vote a second time in an effort to break the tie. If this vote does not break the tie Division Vice President will be given a vote to break the tie. (Exception: If the Division Vice President is applying to be the manager than his tie breaking vote will be given to the next Executive Committee member not applying to be the manager. That order is President, Vice President, Other Division Vice President, Secretary, and Treasurer.)
4. The selection process will be completed and the All-Star manager will be announced by June 15<sup>th</sup>.

5. The selected manager must submit his request for the coaches to the Division Vice President within one (1) day following his/her selection as manager. The division Player Agent, division Vice President and League President will approve or disapprove, at their sole discretion, the requested coaches. This will be done based on discussions with the manager as needed. This process will be completed within two (2) days of the manager submitting his/her request for coaches.

## RESOLUTION

RESOLUTION NUMBER 001-08

DATE OF ADOPTION: May. 10<sup>th</sup>, 2018

A RESOLUTION ESTABLISHED TO AMEND THE CONSTITUTION AND BY-LAWS OF THE POLAND COMMUNITY BASEBALL ASSOCIATION, INCORPORATED.

Whereas, it is the intent of the Board of Trustees of the Poland Community Baseball Association, Incorporated to amend its Constitution and By-Laws:

**Now, therefore, be it Resolved by the Board of Trustees of the Poland Community Baseball Association, Incorporated:**

**Section 1.** That the Board of Trustees of the Poland Community Baseball Association, Incorporated shall repeal its Constitution and By-Laws revised January 8, 2000.

**Section 2.** That the Board of Trustees of the Poland Community Baseball Association, Incorporated shall adopt a Constitution and By-Laws revised January 4, 2003.

**Section 3.** That the Board of Trustees of the Poland Community Baseball Association, Incorporated shall adopt a Constitution and By-Laws revised October 23, 2012.

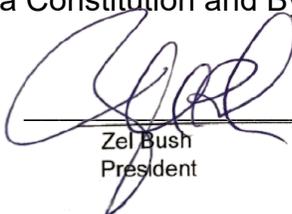
**Section 4.** That the Board of Trustees of the Poland Community Baseball Association, Incorporated shall adopt a Constitution and By-Laws revised November 5<sup>th</sup>, 2014.

**Section 5.** That a copy of this Constitution and By-Laws shall be forwarded to Little League Baseball, Incorporated head quarters.

**Section 6.** That a copy of this Constitution and By-Laws shall be forwarded to PONY Baseball/Softball, Incorporated head quarters.

**Section 7.** That a copy of this Constitution and By-Laws, inclusive of this Resolution, shall be entered into the Official Records of the Poland Community Association Incorporated.

**Section 8.** That the Board of Trustees of Poland Community Baseball Association, Incorporated shall adopt a Constitution and By-Laws Revised May 10<sup>th</sup>, 2018.

  
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Zel Bush  
President

  
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Dan Frum  
Secretary