

Graham Youth Baseball & Softball BYLAWS

ARTICLE I PURPOSE

1.1 Objective

The object of Graham Youth Baseball and Softball League (The League or The Organization) is to inspire youth to practice the ideals of good health, citizenship and character. To bring youth closer together through means of common interest and the love of the game, to teach children the fundamentals of baseball/softball, sportsmanship, fair play, and teamwork.

ARTICLE II ORGANIZATION

2.1 Boundaries

The League shall provide baseball programs for students of, but not limited to, the Graham Youth Baseball & Softball boundaries, and to provide the ideals of good sportsmanship and integrity in all aspects of the program.

2.2 Rules of Operation

The league shall operate under the rules and guidelines voted on by The Board for the current year.

ARTICLE III GOVERNMENT

3.1 Board of Directors

The League shall be governed by a Board of Directors (known as “the Board”). The Board shall have a membership of a President, Vice President, Secretary, Treasurer, Baseball Representative, Softball Representative, Equipment Managers for Baseball & Softball, Fundraiser / Advertising, Facilities Managers for Baseball & Softball, Concession Stand Manager, and Umpire Managers for Baseball & Softball.

3.2 Board of Directors Duties

1. President:

Presides over regularly scheduled meetings.

Prepares Agenda for Meetings with input from all board members.
Delegates duties and organizes committees as he or she deems necessary.
Offers support to all members of the board.
Administers the coach selection process.
Assists the Vice-President with team formation.
Represents the League in the community as the face of the League. The President is authorized to disburse league monies in the treasurer's absence. The President votes only in the event of a tie and during any election of board members.

2. Vice-President:

Assists the President in all areas of responsibility.
Presides over meetings in the absence of the President.
Administers the annual player evaluations process.
Oversees team formation process.
Oversees all player activity, including addressing any formal request or complaint from a player's parent or guardian.
Handles and league complaints.
Oversees the Coach of Coaches.
The Vice President is a voting position.

3. Secretary:

Takes accurate minutes at all regularly scheduled meetings.
Distributes copies of minutes to all Board members prior to the next scheduled meeting, and makes any changes if needed. Minutes must be approved by the board at the next scheduled meeting.
Manages Graham Sports Authority website and registrations.
Sets up teams through registration software.
Distributes information from registration to other positions as needed. Takes Attendance at meetings and determines voting eligibility of members. Arrange and schedule a photographer for team photos for the league. Compares bank statement to treasurer's report from each meeting. Addresses any discrepancies during next meeting.
The Secretary is a voting position.

4. Treasurer:

Keeps accurate records of all money transactions.
Prepares budget at the end of each season (August). The budget should be voted on and passed by the board before any League monies are spent. Any League money

over \$500 that is not budgeted requires a majority vote (more than half) before being spent.

Responsible for all disbursement of Association money.

Submits a financial report to the Board at each regularly scheduled meeting that includes, at a minimum: beginning balance (from the previous meeting), itemized summary of all income, itemized summary of all expenses, and current balance. A current bank statement should be available for board review. Responsible for timely filing taxes each year and/or submitting them to be filed. Responsible for checking the PO Box monthly.

The Treasurer is a voting position.

5. Equipment & Uniform Manager:

Secures uniform ordering information for each player and coach and places order with the supplier.

Receives all uniform materials from the uniform supplier and disburses them to coaches prior to the first league games.

Inventories all player and team equipment prior to the season. Keeps records of what equipment is given out.

Secures any additional necessary player and team equipment prior to the season, along with accurate receiving paperwork.

Disburses all player and team equipment at the beginning of the season to coaches.

Secures all player and team equipment from coaches at the end of the season.

Reports any damaged or lost player and team equipment to the Executive Board.

Arranges secure storage of player and team equipment in the off-season. The Equipment Manager has 2 voting positions if both positions are filled.

6. Baseball Representative

Responsible for tryouts for all age groups.

Oversee the draft and handle any issues that pertain to drafting players.

First point of contact from parent or coach with a discrepancy regarding baseball.

The Baseball Rep. is a voting position.

7. Softball Representative

Responsible for tryouts for all age groups.

Oversee the draft and handle any issues that pertain to drafting players. First point of contact from parent or coach with a discrepancy regarding softball. The Softball

Rep. is a voting position.

8. Fields Maintenance Baseball:

Maintains fields, hires weed control, orders turf or dirt as needed. Arranges for installation.

Arranges for Toilet delivery and locks at each field location.

Handles requests for all field-related issues from coaches.

Attends all field scheduling meetings.

Responsible for monitoring the weather and notifying the league of lightning or threatening storms.

Evaluates fields, bleachers, and ballpark grounds for any safety hazards and sees to it that those items are addressed by field maintenance.

Maintains rules and amendments and distributes to board members and coaches.

The Field Maintenance Baseball is a voting position.

9. Fields Maintenance Softball:

Maintains fields, hires weed control, orders turf or dirt as needed. Arranges for installation.

Arranges for Toilet delivery and locks at each field location.

Handles requests for all field-related issues from coaches.

Attends all field scheduling meetings.

Responsible for monitoring the weather and notifying the league of lightning or threatening storms.

Evaluates fields, bleachers, and ballpark grounds for any safety hazards and sees to it that those items are addressed by field maintenance.

Maintains rules and amendments and distributes to board members and coaches.

The Field Maintenance Softball is a voting position.

10. Head Umpire:

Schedules umpires for all league games.

Verifies Schedules with Umpires prior to games.

Responsible for hosting a clinic for any umpires who aren't TASO certified.

Reports any issues with Umpires.

The Umpire Coordinator has 2 voting positions if both positions are filled.

11. Fundraising Coordinator:

Contact local businesses who may be interested in sponsoring the League.

Responsible for developing and managing all fundraising efforts. Send

thank you letters for donations.

Share sponsors/donors on the website and work with the social media coordinator to post appreciation.

The Fundraising Coordinator is a voting position.

12. Concession Stand Manager

Oversee both concessions stands and hire people to serve at both locations.

Maintain the working order of concession stands and appliances within. Clean and lock up both concession stands each night they are in operation. Every two years, the position will go to the public for bids.

The Concession Stand Management position is a voting position.

3.3 Background Check:

All Board Members will be background checked.

3.4 Term and Elections

The aforementioned Board shall be elected for a two-year term. Elections will be held in September of each year. Any member of the board can be removed by a majority vote (more than half) for any reason deemed necessary.

3.5 Board Vacancies

Any openings occurring in either board through resignation or dismissal shall be filled at the next scheduled board meeting, either by nomination of a new member or by assigning a current board member to serve in the interim until a new member is found. The new member or interim board member will be decided by a majority vote of the League members present. The board will list any open positions on any social media platform or through email. If the president is to leave the board before their term is complete, the Vice President will fulfill the duties of the President for the remainder of the term.

ARTICLE IV MEETINGS AND VOTING

4.1 Majority Vote

A majority of the Board members must be present for any vote to be constituted.

The majority is defined as two-thirds of the current board. A meeting can take place

without a minimum; however, no transaction of business shall be taken without a majority vote. Members who cannot be present in person can phone in during the meeting and give a vote over the phone. For matters that require a vote that cannot wait until the next board meeting, a vote may be taken by text or email and would require a response from at least two-thirds of all members. If a vote results in a tie, the president shall cast the tie-breaking vote.

4.2 Meeting Order

The issues at hand shall dictate all meetings. Board members are free to express opinions and vote on issues intended to govern any aspect of the League as deemed necessary. The General meetings shall have, but are not limited to, the following format:

- Meeting Called to Order
- Roll Call
- Report of Secretary
- Treasurer's Report
- Report of any members who are on agenda
- Resolution of Outstanding Business
- New Business
- Questions and Answers
- Next Meeting Date Confirmation
- Adjournment

4.3 Not included in By-Laws

For any rules not outlined in the by-laws, decisions will be made by majority vote of board members.

4.4 Attendance

Board members are expected to attend all board meetings. If a board member does not attend at least two of the last three scheduled meetings at any time, a vote must be taken on whether termination is just.

ARTICLE V AMENDMENTS

5.1 Amendments

Amendments can be made to the by-laws at any time by majority vote. The purpose of the organization cannot be amended.

ARTICLE VI

POLICIES AND PROCEDURES

6.1 REGISTRATION AND DUES

Children are registered players of the local league. Registration will be completed through Graham Sports Authority.

Registration fees shall be assessed for any youth who participates in the League. The registration fee will cover the League's financial expense of uniforms, umpires, equipment, and insurance.

The League may assess a different registration fee for each playing level, depending on its specific requirements, while keeping the cost affordable to the general community.

All membership and registration fees are payable at the time of registration unless designated otherwise by the Board.

A 100% refund will be issued if a player voluntarily withdraws prior to the draft or is injured prior to the beginning of regular season play. A prorated refund will be issued if a player becomes injured or chooses not to play after teams have been formed.

Age division will be based on rules voted on by The Board for the current season. Players are allowed to play up one grade level. Players are not allowed to play down in any age division.

6.2 PLAYER CODE OF CONDUCT

By registering for the Graham Sports Authority (GSA), players agree to adhere to a code of conduct that the head coach will read to them at their first practice: • I am here to learn and have fun. I will try hard and play fair. • I will encourage good sportsmanship from fellow players, coaches, officials and parents at every game and practice.

- I will encourage my parents to be involved with my team in some way because it is important to me.
- I understand that this is a **RECREATIONAL PROGRAM** and not a professional league.
- I will attend every practice and game that is reasonably possible and notify my coach if I cannot.
- I will not swear or use abusive language or gestures on the bench or on the field/court.
- I will not play in such a way as to intentionally cause harm to any other player.
- I will respect instructors, officials, and players, both on my team and on

other teams.

- I will know and study the rules of the game and support the officials on and off the field/court. This approach will help in the development and support of the game.
- I will do my very best to listen and learn from my coaches. I will treat my coaches with respect regardless of race, sex, creed or abilities and will expect to be treated accordingly.
- If I should receive a penalty, I will not argue calls with the officials, neither during nor after the game.
- If I have a legitimate concern, I will inform the GSA first.

The GSA has a **ZERO TOLERANCE** policy for fighting. Fighting will not be tolerated. Any player assessed a major penalty and/or game misconduct for fighting will result in a player being ejected for the duration of that game, plus the next three games minimum. All first offense fighting majors may also result in a Season Suspension without refund.

In accordance with City of Graham ordinances and Texas State Laws, no alcohol is allowed on park premises or GISD properties. This includes but is not limited to the GISD lobby, dressing rooms, playing area, entry doors and grounds. Failure to comply will result in disciplinary action against the offending individual(s) or entire team, including possible suspension from the GSA. Tobacco and other drugs are prohibited on GISD property as well.

Graham Sports Authority has the right to warn, suspend, or dismiss any program participant, spectator, or member of our programs and facilities upon the following conditions:

- If their behavior poses a threat to themselves or others
- If they require an inordinate amount of attention from the staff, thereby causing inadequate levels of supervision for the remainder of the participants or members
- If their behavior is determined to be inappropriate within the scope and spirit of the GSA
- For any reason within the discretion of the GSA directors

Any person dismissed for any major infraction will have to meet with administration before returning to play.

I have read and fully understand the Code of Conduct and agree to abide by all the provisions set forth above.

6.3 Accident Waiver and Release of Liability

Parent assumes all of the risks of the child participating in the Graham Sports Authority (GSA), which shall include Graham Little League Football Assoc, Graham Soccer Association, Graham Youth Baseball and Softball League and Graham Youth Cheerleading in all following uses of GSA. Including, by way of example and not limitation, any risks that may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault.

Parent certifies that their child is physically fit and has not been advised not to participate by a qualified medical professional. Parent certifies that there are no health-related reasons or problems that preclude participation in the GSA. Parent acknowledges that this Accident Waiver and Release of Liability Form will be used by the organizers of the GSA in which the player may participate and that it will govern the player's actions and responsibilities at said GSA.

In consideration of the application and permitting participation in GSA, the parent hereby takes action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

(A) I WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from GSA events, THE FOLLOWING ENTITIES OR PERSONS: Graham Sports Authority and/or their coaches, agents, representatives or volunteers.

(B) I INDEMNIFY, HOLD HARMLESS, AND PROMISE NOT TO SUE the entities or persons mentioned in this paragraph from any and all liabilities or claims made as a result of participation in the GSA, whether caused by negligence or otherwise.

Parent acknowledges that GSA programs may carry with them the potential for death, serious injury, and personal loss. The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather, condition of participants, equipment, vehicular traffic, actions of other people, including, but not

limited to, participants, volunteers, spectators, coaches, and lack of hydration.

The accident waiver, release of liability shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

PARENT CERTIFIES THAT THEY HAVE READ THIS DOCUMENT, AND FULLY UNDERSTAND ITS CONTENT. PARENT IS AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND SIGNS IT ON THEIR OWN FREE WILL.

PARENT/GUARDIAN WAIVER FOR MINORS (under 18 years old) The Undersigned parent and or natural guardian does hereby represent that he/she is, in fact, acting in such capacity, has consented to his/her child or ward's participation in the GSA, and has agreed individually and on behalf of the child or ward, to the terms of the accident waiver and release of liability set forth above. The undersigned parent or guardian further agrees to save and hold harmless and indemnify each and all parties referred to above from all liability, loss, cost, claim, or damage whatsoever which may be imposed upon said parties because of any defect or lack of such capacity to so act and release said parties on behalf of the minor and the parents or legal guardian.

An accident waiver and release of liability will be required per player registration.

6.4 HARDSHIP CASES

In keeping with the League's mission statement and purpose, the league desires that no child be prevented from participation in a baseball program based solely on the inability to pay membership or player registration fees due to financial hardship. Upon request of a Board member, parent or legal guardian of an eligible youth, the Board will review on a personal and confidential basis, a waiver of membership and/or registration fees based on the hardship. On an annual basis, the Board of Directors can establish a limit on the number of hardship cases.

6.5 COACHING ELIGIBILITY AND RESPONSIBILITY

To be considered for selection to manage/coach a team, the coaching candidate is required to register as a volunteer through Graham Sports Authority. The Board will select the appropriate number of head coaches for each playing level, in addition to designating assistant coaches to each head coach. Background checks may be conducted for the coach, assistant coach, and any personnel assisting in the dugout or on the field as needed.

Graham Youth Baseball & Softball Child Safety Policy - Criminal Background Checks

Purpose:

Graham Youth Baseball & Softball will utilize criminal background checks to determine if any youth sports volunteer has a criminal history that could jeopardize the safety and welfare of any child participating within our organization. This document describes the background check approach, disqualifying infractions - including in season events – and the appeals process.

Description:

Parents enroll their children in a league fully expecting that they will be safe from harm. Conducting a criminal background check (CBC) is one of several actions that youth administrators may take to protect their participants from abuse. A CBC is a manual or database search of state and/or local government files to determine if the individual applying to volunteer has had a past criminal conviction. Background checks for volunteers will be performed electronically by Protect Youth Sports. CBCs can be conducted on all volunteers who have direct on-field contact with youth participants.

DISQUALIFYING CRIMES:

If any coach or volunteer: (1) has been convicted of, (2) has a charge pending against him or her in which it is alleged that he or she has committed any of the following crimes, or (3) has a record of a conviction of an equivalent offense in another state, the coach will be disqualified from the position with any program approved by Graham Youth Baseball & Softball, or (4) multiple felonies and or

misdemeanors over multiple DATES.

- All Sex Offenses

Examples include, but are not limited to: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

- All Felony Violence Offenses

Examples include, but are not limited to: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.

- All Felony offenses other than violence or sex within the past ten (10) years

Examples include, but are not limited to: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

- All Misdemeanor Violence offenses within the past three (3) years

Examples include, but are not limited to: simple assault, battery, domestic violence, hit and run, etc.

- One (1) Misdemeanor Alcohol offense within the past three (3) years

Examples include, but are not limited to: driving under the influence, drunk and disorderly, public intoxication, etc.

- All Misdemeanor Drug offenses within the past three (3) years

Examples include, but are not limited to: simple drug possession, possession of drug paraphernalia, etc.

- Any other misdemeanor within the past three (3) years that would be considered a potential danger to children

Attend all managers meetings

Conduct oneself in accordance with the League's Code of Conduct Agree to GSA Accident and Release of Liability upon registration Conduct sufficient practice sessions to afford their players a reasonable opportunity to benefit from the baseball and softball program and to attend games and practices

Communicate game times and locations to all players guardians

Attend all scheduled coaches meetings planned for the season

Ensure that all players participate in accordance with League rules Treat fellow Coaches, Assistant Coaches, Board members and all members of the League with respect and professionalism, always maintain open communication free of intimidation, discrimination and ridicule

Never use one's position to intimidate, bully or manipulate players, coaches, umpires, parents or members of the Board

Return all team equipment, at the end of each season, to the Equipment Manager on the day designated for that purpose. Include an inventory of all equipment noting any that needs to be repaired or replaced

Properly maintain the field after each game and practice. Home team is responsible for dragging and putting up pitcher's mound if applicable after EVERY game. The Home Team Coach will supply a scorebook-keeper and the Visitor Team Coach will supply a scoreboard worker (NO CHILDREN PLEASE). Coaches will exchange lineups at least 5 minutes prior to the start of the game to facilitate entering of information into the score-books.

If any coach or assistant coach is guilty of misconduct on the baseball diamond he/she shall receive disciplinary action and/or removal may be enforced by the Executive Board. A special meeting of the Executive Board shall be called and a quorum vote of the board will decide any action taken regarding discipline of coaches and/or assistant coaches. The coaches and/or assistant coaches may be present if he/she chooses.

Participate in tournaments hosted by the League

Coaches will read and confirm the following when registering through Graham Sports Authority:

In order to ensure that the principles of sportsmanship, fair play, skill development, and mutual respect among players, coaches, officials, and spectators are the primary consideration governing competition in the Graham Sports Authority (GSA), the following Code of Conduct has been established. Code of conduct to be read to coaches at the coaches' meeting.

I acknowledge that my primary responsibility is to promote a healthy, pleasant and safe environment for players to participate in recreational sports. In order to fulfill my obligation:

- I will fully abide by the policies, rules, and guidelines set forth by the GSA. • I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or event. • I will help every player enjoy the sports experience by helping in whatever ways I am capable of.
- I will place the emotional and physical well-being of each player ahead of any personal desire to win.
- I will not knowingly allow a player to play in a game if that player does not meet the guidelines for eligibility.
- I will ensure that all assistant coaches under my authority will abide by the Code of Conduct;
- I understand that is a **RECREATIONAL PROGRAM** and not a professional league. I will do my very best to make sporting events fun for all.
- I will inform parents of all practice and game times and will inform both players and parents of my expectations.
- I will be a positive role model for players by never:
 - Using or tolerating obscene language and gestures;
 - Physically or verbally intimidating a player;
 - Making discriminating remarks based on race, religion, gender or national origin;
 - Consuming or allowing the consumption of alcohol or being inebriated during practices, games or whenever in the presence of players;
 - Encouraging, tolerating or indulging in substance abuse;
 - Smoking, vaping, or using tobacco products during team activities (practice, games, travel time, etc.)
- I will insist that participants play in a safe and healthy environment. • I will respect instructors, officials and players, both on my team and other teams.
- I will know and study the rules of the game and support the officials on and off the field/court. This approach will help in the development and support of the game.
- I will provide support for all coaches and officials to provide a positive

enjoyable experience for all.

- I will assist the game officials in maintaining control of spectators during games
- I will insist other players, coaches, fans and officials treat each other with respect regardless of race, sex, creed or ability.
- If I have a legitimate concern, I will inform the GSA first.
- I will demand a drug, alcohol and tobacco-free sports environment and agree to assist by refraining from their use at all sports events and while overseeing youth on the road. In accordance with City of Graham ordinances and Texas State Laws, no alcohol is allowed on parks premises or GISD properties. This includes but is not limited to the GISD lobby, dressing rooms, playing area, entry doors and grounds. Failure to comply will result in disciplinary action against the offending individual(s) or the entire team, including possible suspension from the GSA. Tobacco and other drugs are prohibited on GISD property as well.

The GSA has a **ZERO TOLERANCE** policy for fighting. Fighting will not be tolerated. Any player assessed a major penalty and a game misconduct for fighting will result in a player being ejected for the duration of that game, plus the next three games minimum. All first offense fighting majors may also result in a Season Suspension without refund.

I understand and am willing to comply with the Code of Conduct set forth above. I understand that failure to do so will result in reprimands from the Board of Directors. Reprimands may include, but are not restricted to: verbal reprimand, suspension from play, and expulsion from current and future GSA activities. Graham Sports Authority has the right to warn, suspend, or dismiss any program participant, spectator or member of our programs and facilities upon the following conditions:

- If their behavior poses a threat to themselves or others
- If they require an inordinate amount of attention from the staff thereby causing inadequate levels of supervision for the remainder of the participants or members
- If their behavior is determined to be inappropriate within the scope and spirit of the GSA
- For any reason within the discretion of the GSA directors

Any person dismissed for any major infraction will have to meet with administration before returning to play.

I have read and fully understand the Code of Conduct and agree to abide by all the provisions set forth above.

Failure to comply with code of conduct during a game will result

- in: 1. Warning
- 2. Ejection from game

6.6 ALL-STARS

The board will decide on a yearly basis if an all star team is deemed necessary. If the board decides and All Star team will be chosen the guidelines are listed below:

The League Directors will meet with coaches from every division at an appointed time. Coaches will provide list of 9 of the league's top players (in their opinion). The Board will take top 9 players with the most coach's votes.

All-Star coaches will be selected by the following:

Their child must have been selected onto All-Star team.

All coaches in that age division will conduct a private vote based on number of coaches with a child on the All-Star team. Board will count votes and announce All-Star head coach and assistant coach. In the event that the selected coach cannot attend tournament, the next coach with highest votes will represent team. A coach may only coach one All-Star team.