

# CONSTITUTION

## Article I - Name

- Section 1: The organization shall be known as Schererville Girls Softball.
- Section 2: The date of organization shall be August 5, 1989.

## Article II - Purpose

- Section 1: To provide a softball experience to the residents of Schererville and surrounding communities.
- Section 2: To teach and encourage good sportsmanship by all players, coaches and fans.
- Section 3: To encourage community participation and unity.
- Section 4: Said organization is organized exclusively for charitable and educational purposes, within the meaning of Section 501c (3) of the Internal Revenue Code (or corresponding section of any future Federal tax code.).

## Article III - Limitations

- Section 1: Membership is extended to both parents or legal guardians of any child registered as a player in Schererville Girls Softball as well as board-approved adult volunteers. Each member has a vote in all matters coming before the membership.
- Section 2: Membership shall not be denied based on race, religion, sex or nationality.
- Section 3: Sponsors are considered to be non-voting members.
- Section 4: The organization shall be a non-profit organization.
- Section 5: The officers, commissioners, managers, coaches, and all other volunteers act in behalf of Schererville Girls Softball and shall not be held individually responsible.

## Article IV - Terms

- Section 1: The operating year will begin October 1 and end September 31 of the following year.
- Section 2: The fiscal year will begin January 1 and end December 31.

## Article V - Governing Body

- Section 1: Schererville Girls Softball will be directed by a President, as many as four Vice-Presidents, a Secretary, Treasurer and the previous President, unless he/she is elected to an executive office.
- Section 2: These officers will comprise the executive board. They will be elected by a majority of voting members at the September meeting. The executive board shall have voting authority, except the president, who will vote only to break a tie.
- Section 3: The Treasurer and President will be authorized to write checks on behalf of Schererville Girls Softball. Both will voluntarily undergo a background check to confirm they do not have criminal records. If either one has a criminal record, the board will review the specific circumstances and take appropriate action.
- Section 4: The retiring officers will relinquish all records, books, etc to the incoming officers, facilitating a smooth transition of power with as little disruption to the organization as possible.
- Section 5: No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501c(3) purposes. No substantial part of the activities of the organization shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. All outstanding dept associated with each season will be paid in full before the end of that operating year. Cash flow will be managed such that a minimum of fifteen thousand (\$15,000.00) dollars in cash will be available in the main checking account for the start of the next operating year. This figure will not include any other monies or assets the league may have in any other type of accounts.
- Section 6: Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on: (a) by an organization exempt from Federal Income Tax under Section 501c (3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or (b) by an organization, contributions to which are deductible under Section 170c (2) of the Internal Revenue Code (or corresponding section of any future Federal tax code.).

Section 7: No Executive Schererville Girls Softball Board Member, or appointed position holder will be allowed to participate in the organizing/running of a travel ball softball team outside of the Schererville Girls Softball organization. The Schererville Girls Softball Executive Board will have the discretionary oversight to review each individual situation in which a possible conflict may arise. The Schererville Girls Softball Executive Board will have the authority to grant permission for these special/unique circumstances only after it has been discussed and voted upon by the Schererville Girls Softball Executive Board.

#### Article VI - Elections

Section 1: A nominating committee will be appointed by the President no later than July.

Section 2: This committee will prepare a slate of officers to be presented at the August meeting. Additional names may be nominated from the floor during the August meeting only.

Section 3: Election of officers will be held at the September meeting. Officers will be elected by a majority vote of members (each parent and/or legal guardian) present at the September meeting. Paper ballots shall be used in all contested positions. The Secretary and Treasurer shall count the votes at the September meeting in full view of the attending members.

Section 4: Terms of office shall be one year.

Section 5: In the event a vacancy arises on the Board, the membership shall be notified of such vacancy and the members in attendance at the next meeting will elect a replacement.

#### Article VII - Removal

Section 1: Any elected officer may be removed for actions that do not reflect the Schererville Girls Softball League philosophy of good sportsmanship, fair play and high standards. Removal shall be by a majority vote of the remaining elected officers.

Section 2: Any appointed position (committee heads, commissioners, managers, coaches, team moms, etc) may be removed for actions that do not reflect the Schererville Girls Softball League philosophy. Removal shall be by a majority vote of the elected officers.

## Article VIII - Meetings

- Section 1: Meetings will be held monthly, excluding the month of December. The executive board may eliminate or add meetings at their discretion.
- Section 2: A quorum is needed to conduct any business. A quorum shall consist of at least half the sitting board.
- Section 3: At the president's discretion, on matters requiring immediate attention, an electronic (email or text) vote will be allowed. A time period for discussion and a specific time for casting a vote will be determined by the president.

## Article IX - Amendments

- Section 1: All amendments must be read in their entirety at two consecutive monthly meetings, November and December will be the months for amendments. Such amendments shall be voted on at the second meeting. A 2/3 majority of members present will be required for change. The vote will be by a show of hands.

## Article X - Audit

- Section 1: The books may be audited annually by a committee of three who are NOT officers.

## Article XI - By-Laws

- Section 1: Proposed changes will be presented in two consecutive monthly meetings. Such changes shall be voted on at the second meeting. A 2/3 majority of the members present will be required for a change to take effect. The vote will be by a show of hands.

## Article XII - Dissolution

- Section 1: Upon dissolution of this organization assets shall be distributed for one or more exempt purposes within the meaning of Section 501c (3) of the Internal Revenue Code, i.e. charitable or educational, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government for a public purpose.

Constitution Revision Date: 1/9/2018

**BY-LAWS**  
**OF**  
**SCHERERVILLE GIRLS SOFTBALL**

1. **REGISTRATION**

1. Registration dates shall be established by the officers.
2. Fees, maintenance deposits, fundraisers, etc. shall be determined by the officers and presented at a regular meeting. Approval shall be by majority vote of those attending the meeting.
3. Hardship cases shall be handled by the president or treasurer.
4. Recognizing the level of support and personal commitment by any persons holding one or more of the below listed positions will not be obligated to pay registration fees for their children.
  - a) Executive Board Member as defined in Article V, Section 2 of the Schererville Girls Softball Constitution.
  - b) Commissioners (up to 7 positions)
  - c) Concession Stand Managers (up to 2 positions)
  - d) Equipment Manager (1 position)
  - e) Field Manager (1 position)
  - f) Sponsor Chairperson (1 position)
  - g) UIC (1 position)
  - h) Web Manager (1 position)

They are still required to participate in and pay fees associated with mandatory league fundraisers. Volunteers who accept a position, but do not actively participate (i.e. "fair share" work contribution), may be asked to pay registration fees via majority vote of the membership. The executive board reserves the right to add to or remove any of the above listed positions as necessary

2. **PLAYERS and DIVISIONS**

1. Birth certificates must be presented at the time of first registration and should be available thereafter, at league's request, to verify the player's age. A player must be at least five years old by the beginning of regular season practice to be eligible to play. The eligibility age of all players will be determined by their age on the date used by the NSA for all tournament play that year. A child may move up into an older division, unless physical disadvantages would put the child's safety at risk, such cases will be reviewed by the division commissioner. Players eligible to play in the 18U/18&O division may register and play in both the 18U/18&O division, but must pay registration fees associated with each age group.
2. Players are encouraged to attend all practices and games.
3. If unable to attend, the manager should be notified as soon as possible.
4. All players are required to provide and wear tie-on athletic shoes or baseball/softball shoes with rubber cleats. Steel spikes, sandals, street shoes, or bare feet are not allowed.
5. It is each player's responsibility to have baseball/softball "sliding" pants (excluding the 7U, 8U divisions) and a glove.
6. The league will distribute team shirts to be worn at games.

7. The league will furnish balls, bats, batting helmets, and catching gear for team use during the season.
  8. Good sportsmanship is expected of all participants. Spitting, foul language, physical or verbal abuse will result in being benched for the next game at the first offense. Additional offenses will be reviewed by the board, and will likely result in suspension for the remainder of the season.
  9. Any manager/coach/player/parent/spectator who verbally or physically abuses a field umpire shall be immediately ejected from the game by the field umpire (or any SGS representative). No warning shall be issued as this is a zero-tolerance policy on abuse. This individual will automatically be suspended from his/her future games, until a board convenes to discuss such issue.
  10. Any subsequent violation involving the same manager/coach shall result in an indefinite suspension of the named individual and a hearing by the Board will take place to discuss any further action.
  11. It is the manager's responsibility that spectators, from their team, conduct themselves in a respectful and responsible way towards ALL players, managers, coaches, and umpires.
  12. Any manager or coach suspended for the season may return on probation the next season with the approval of the officers. Further violation of rules and/or philosophy will cause that individual to be excluded from all future positions of responsibility in the Schererville Girls Softball League.
  13. It is the responsibility of the Umpire in Charge (UIC) to file a report for any incident that results in the ejection of a player, spectator, manager, or coach. This report shall be given to the board, who shall determine if further action is required.
  14. Consistent with the spirit of our league, participation awards will be provided to  
Each player. Beginning in 2005, distinction of awards based on team standings (1<sup>st</sup> place, 2<sup>nd</sup> place, etc.) will be discontinued.
  15. Players may be solely registered within SGSL (i.e. not registered with any team outside of SGSL) to be eligible to participate in any league sponsored activities during the regular spring / summer season.
3. All-Star Teams
1. All-Star / Year Long teams will be selected from registered players of the Schererville Girls Softball League. All-Star team Manager/Coaches will be recommended by Commissioners and approved by the executive board prior to final appointment.
  2. It is mandatory to hold open try-outs for the All-Star teams. Try-out dates will be communicated to all players, and can be held any time after registration. This will be managed by the commissioner.
  3. Players who elect to "play up" one age group during the regular season may try out for the All-Star team of that age group, or they may try out for the All-Star team in the younger division of which they are still eligible based on NSA eligibility rules. Players may only play on one All-Star team within Schererville Girls Softball League. Players who are registered on a travel team outside of the Schererville Girls Softball League must provide NSA recognized "proof of release" from the travel team, which they were

- registered on prior to trying out for an All-Star team.
4. Players will be selected via a point system based on performance during try-outs. The division commissioner, one member of the executive board, and managers/coaches of that division who do not have players trying out will participate in the try-outs, and selection of the team members. No less than 10 and no more than 12 players shall be selected for an All-Star team. Team Managers and Coaches will be determined following the try-out and player selection process. If no one steps up to Manage/Coach the team, the All-Star team will be canceled for that year. This is done to avoid favoritism during the selection process (i.e., John Doe volunteers to Manage the All-Star team, so the judges select his daughter to play during try-outs).
  5. The league will cover the cost of insurance, purchase team shirts equivalent to what is provided for regular season play (or offset cost for team uniforms up to the value of what would have been paid) for each player/manager/coach (4 adult uniform per team), and tournament entry fees for up to 2 tournaments per All-Star team. Financial obligations exceeding these requirements will be fulfilled through fund raising events managed by members of the All-Star team (players/parents) and approved by the executive board, or funds provided directly from the players/parents. The All-Star teams will not draw on additional league funds. All-Star team sponsor proposals will be reviewed and approved by the executive board, to avoid conflicts with League supporters of previous years.
  6. Team managers will fill out a finance record form provided by the league for all team financial activities and meet all of the league treasurers' deadlines for those forms. Managers who do not comply with the board's requests will be immediately removed from their position with the team.
  7. At no time will extra monies raised by the teams be given to parents to cover hotels, gas etc.
  8. Any "Team Awards" will be turned over to the league President or other board member not involved with that team before that team will be allowed to participate in another tournament. Failure to do so will be considered theft of league property and appropriate action by the league will follow.
  9. The league will approve all uniforms for the All-Star teams.
  10. League colors will be any combination of red, black and white.
  11. The regular all-star teams dominate color will be red and will be referred to as the "Schererville Red Team" and the year long all-star teams dominate color will be Black and will be referred to as the "Schererville Black Team".
  12. Team uniforms and spirtwear will use the Schererville All-Star Logo.
  13. All-Star teams may not schedule away tournaments that would disrupt the regular season schedule. (exceptions scheduling errors and make up games).
  14. Any player or parent that makes a conscious decision to disrupt the activities of the All-Star Team, (i.e. quit, stop going to practice, or not show up at tournaments) will forfeit that said player's eligibility for an All-Star try out that season or the next season that player registers. Any illness or injuries will be brought to the attention of the board and handled on a case-by-case basis.

#### 4. Year-Round All-Stars

1. Players must have played for Schererville Girls Softball the year prior to trying out for the Year-Round All-Star team. A player may tryout for Year-Round All-Stars if they are currently registered and paid to play in Schererville Fall Ball league. (Present year) Only players moving into town from out of town will be considered for the team if the need should arise.
2. Player must play during the regular season.
3. Players that quit their regular season team will be removed from the Year-Round All-Star / All-Star teams.
4. Players will pay registration fees for the regular league season before receiving their team uniform or before the first scheduled tournament whichever comes first.
5. A written proposal by all prospective managers will be submitted to the board at the first board meeting after the try out.
6. The board will provide the minimum requirements that will have to be included in that proposal.
7. Team uniforms would stay the same for a minimum of two years.
9. Try-outs may happen any time after the NSA World Series.
10. The Year-Round All-Star season will end after the NSA World Series.

#### 5. PARENTS

1. Parents are responsible for all fees due to the league.
2. Parents are encouraged to make every effort to see their child attends practices and games. Parents need to be aware of and adhere to starting and finishing times of practices and games.
3. Parents are to extend to their child, all teams, umpires, managers, and coaches considerate and courteous behavior at all league activities.
4. Parents that are active participants (i.e. manager, coach, team mom etc.) in a travel team outside of the league will not be allowed to hold an executive or appointed position within the league.

#### 6. MANAGERS and COACHES

1. Managers, coaches and team moms will be appointed by the division commissioners from the volunteers as indicated on the registration form. Managers and coaches will voluntarily participate in back ground checks, or will not be allowed to manage or coach a team. The executive board will review all background checks, and make final determination of eligibility. The executive board will approve all persons serving as managers, coaches and team moms.
2. Points will be awarded for positions served in the previous year(s). The points will be awarded as follows: (see attachment A-POINT SYSTEM.)
3. All managers and coaches will attend the Schererville Girls Softball League Managers/Coaches annual pre-season meeting.
4. Exemplary behavior is expected of all managers and coaches when engaging in any type of activity representing Schererville Girls Softball. This includes the following behavior but is not limited to this list of

stipulations:

- a) To be a model of good sportsmanship for both teams, other managers/coaches, umpires, parents and spectators.
  - b) The use of alcoholic beverages before or during a softball activity is prohibited.
  - c) Vulgar or abusive language at any softball activity is prohibited.
5. Any complaints regarding any manager or coach will be heard by designated appointee(s) of the president.
  6. Any manager or coach suspended for the season may return on probation the next season with the approval of the officers. Further violation of rules and/or philosophy will cause that individual to be excluded from all future positions of responsibility in the Schererville Girls Softball League.

## 7. COMMITTEE HEADS

1. Committee heads are appointed by the president.
2. Any committee head who will handle cash, or will be authorized to write checks on behalf of the league will voluntarily participate in a background check. The executive board will maintain this background check in confidence, and review to determine eligibility to handle funds and/or items of significant value. These positions include, but are not limited to: concession stand manager(s) and equipment manager.
3. The following committees are listed below. New committees may be instituted and or removed by the president as the need arises.

Concession Stand	Team Parents	Sponsors/Ad Book
Clinics	Equipment	Opening/Closing Days
Uniforms	Pictures	Insurance
Field Maintenance	Registration	Scheduling
Tournaments	Commissioners	Special Events

## 8. COMMISSIONERS

1. Commissioners are appointed by the president to oversee a specific age division.
2. The job of the commissioner includes:
  - a) Attend monthly softball meetings to receive pertinent league information to be passed to the managers, coaches, players and parents of the division.
  - b) Appoint an assistant to share commissioner responsibilities.
  - c) Determine the number of teams based on girls registered and find managers to lead the teams.
  - d) Meet with managers to form the teams. Ensure that teams are selected with the objective to balance the talent evenly between the teams.
  - e) Meet with managers to establish the playing rules for the division.
  - f) Dispense and retrieve equipment bags from the managers.
  - g) Consult with managers to determine which end-of-the season tournaments will be played.
  - h) Recommend All-Star manager as required.

- i) Supervise the end-of-the season play-offs and all tournaments that involve the respective division.
- j) Attempt to settle problems within the division.
- k) Assume any other tasks that may be assigned by the president of the league.

9. LEAGUE POLICY

- 1. Any new programs or additions to existing programs being introduced to the league will first be placed under the league policy and adjusted as necessary until the league feels confident to insert the program or addition into the by-laws.
- 2. There will be no set time to insert any program or addition into the by-laws.
- 3. League policy may contain information that will sit indefinitely and be adjusted as necessary by the league.
- 4. League policy will be reviewed yearly at the October board meeting and adjusted as necessary.
- 5. Any programs or additions the league feels fit to insert into the by –laws will be done during the November board meeting at the first reading of the by-law changes.
- 6. Changes can be added to the league policy any time throughout the year during a board meeting.
- 7. All league members will follow the league policy at all times.
- 8. The president shall have the authority to cancel/suspend games due to weather or other conditions prior to one hour before game time. Once a decision has been made, commissioners and managers will be notified and postings will be made to “rainedout” and our Facebook pages. The authority may be delegated by the president as necessary. After the start of a game, the plate umpire has the authority to cancel/suspend a game due to inclement weather or unsafe conditions. bhh

**Schererville Girls Softball**  
**Point System & Work Deposit Refund**

Points will be awarded as follows:

President of the League.....	4 PTS
Past President, Vice-President, Secretary, Treasurer.....	2 PTS
Commissioners, Committee Heads, Managers.....	2 PTS
Asst Commissioners, Coaches, Team Moms.....	1 PT

1 Point will be awarded for 9 General Meetings attended in one-year period.  
(Year runs from Oct to Sept – when the new Board takes over).

The President has the option to give out a maximum of 10 extra votes per year, with a maximum of one per person. This recommendation must be in writing and come from a board member or commissioner or committee head before the last July meeting. If the President sees merit in awarding the points, the board will then vote on awarding the point or not. If the board approves the point, they will bring this up for a general vote approval at the August meeting. These extra points must be awarded only at the August meeting.

Points are family points but only accumulate for the one person.

- Family members may combine points to try and obtain a manager’s position.
- Combined points can not then be separated back to family members to try and manage in another division.
- Combining points will be all or nothing.
- Points can be kept by separate family members.

If you do not volunteer for one year, you will receive a –5 (negative) points for that year. If you miss two years, your total points will be 0 (zero). Zero is the lowest point total you may have. If a person has a Medical hardship that prevents them from volunteering that person can get a so called “leave of absence” with the approval of the executive board with no deduction in points.

**Points are only to determine Managers positions should a conflict occur.**

## Work Deposit Program

If the executive board feels a work deposit program is necessary to ensure adequate participation of all members, they will assign the deposit amount at their discretion as stated in section 1 of the By-Laws. Only one deposit is required per family of players in the 18U and/or younger age groups (players in the 18&O age group are exempt from this program & are not required to pay the deposit). Ample opportunity will be available for families to get the refund back during the season, workers must be a minimum of 15 years of age. Failure to fulfill the obligation of the work program will result in loss of deposit. Families may donate their deposit to the league if they do not wish to work.

The executive board will review workload during the planning phase of each season and appoint leadership positions and determine functions/activities that will satisfy the work program requirements. Unless otherwise specified by the executive board, volunteering to perform any one of the following functions/activities will satisfy the work program requirements.

- Board Member
- Commissioner
- Committee Chairperson
- Team leadership (1-manager, 2-coaches, 1-team mom per team only)

The executive board reserves the right to appoint more than one person to each committee chairperson position, or add chairperson functions as necessary.

### By-Law Revisions:

Revision 1	12/17/01
Revision 2	3/18/03
Revision 3	2/16/05
Revision 4	12/21/05
Revision 5	12/19/07
Revision 6	12/20/11
Revision 7	12/16/14
Revision 8	1/9/18