

# **MARSHFIELD YOUTH BASEBALL LEAGUE, INC.**

## **BY-LAWS**

### **ARTICLE 1: NAME**

The name of this organization, located in Marshfield, Massachusetts, shall be Marshfield Youth Baseball League, Inc.

### **ARTICLE 2: PURPOSE**

The purpose of this organization shall be to maintain and run a youth baseball program in the Town of Marshfield.

### **ARTICLE 3: AT LARGE MEMBERSHIP**

The membership of this organization shall consist of the officers of the league, who shall be known as the Board of Directors as well as members who qualify for membership under the following guidelines:

1. Any individual interested in continuous active participation, which positively affects the purpose of Marshfield Youth Baseball League, Inc., may be nominated by a member to become a member.
2. Approval as a member is attained by majority vote of the membership at the Annual Open meeting in October.
3. Assistance to the organization in such ways as occasionally driving players to games or helping out one day at the concession stand or similar occasional voluntary efforts, while appreciated, would not constitute sufficient continuous active participation to warrant election to membership. However, coaches, assistant coaches and appointed coordinators, would meet the qualifications necessary for membership.
4. A person found unworthy of membership, may be expelled by recommendation of more than fifty percent (50%) of the Board of Directors (which recommendation is not made until after the member shall have been given the opportunity of being heard), and on approval of the recommendation by at least two-thirds (2/3) of the members attending a regular meeting.
5. Voting to expel a member or elect an individual to membership shall be held by secret ballot.
6. All new members shall be given a copy of the league by-laws and playing rules.
7. ALL NEW MEMBERS WILL BE CONSIDERED AT LARGE MEMBERS UNTIL/UNLESS VOTED TO EXECUTIVE BOARD POSITIONS

### **ARTICLE 4: DUES**

There are NO monetary dues to me a member. Members are only eligible as a BoD member if volunteered in the previous year or season (i.e. winter ball, summer ball)

## ARTICLE 5: THE EXECUTIVE BOARD

The Executive Board will be nominated (for a term of 2 years) by a BoD member and approved by a majority vote by the At Large Membership and existing BoD

Officers of Executive Board will be: President, Vice President, Treasurer, Secretary, VP Major, VP Minor, VP AAA, VP Instructional.

## ARTICLE 6: ELECTION AND TERM OF OFFICE

The President, the Vice President, the Treasurer, the Secretary, shall be elected by the at large membership of the organization at the October annual meeting every second year for a term of two years.

The VP of each division shall be appointed by the President AND approved by the Executive Board.

Any vacancy on the Executive Board of Directors arising between elections shall be filled by a vote of the remainder of the Board of Directors.

## ARTICLE 7: FISCAL YEAR

The fiscal year of the organization shall end on the 30th day of September.

## ARTICLE 8: DUTIES OF THE PRESIDENT

The President shall:

1. Preside at all league meetings and assume full responsibility for the operation of the league.
2. Appoint all committees and supervise the activities of the league.
3. See that the league adheres to the rules, regulations and policies of Babe Ruth League, Inc.
4. Make sure the charter continuation form is submitted to Babe Ruth headquarters.
5. Be responsible for league protests and disputes.
6. Review the finances with the Treasurer and be one of two signatures required to sign checks over \$1,000.
7. Serve as insurance coordinator for the organization including responsibility for obtaining proper accident and liability insurance coverage for the protection of the league, its players and its volunteers; completing insurance applications; maintaining records of injuries and incidents; and responsibility for filing claims with insurance companies.
8. Serve as registration coordinator for the organization including responsibility for conducting league registration and tryouts; presiding at player selection meetings; supervising and coordinating the transfer of players; keeping up-to-date records of team rosters; and checking player eligibility.

## ARTICLE 9: DUTIES OF THE VICE PRESIDENT

The Vice President shall:

1. Be ready to assume temporarily the office and duties of the President in the case of absence or incapacity of that officer. He/she must also be prepared, in the event of the resignation or permanent incapacity of the President to assume the office of the President. When the Vice President is acting as President, he/she has all the powers, duties, privileges, and responsibilities of that office.
2. Take the President's position if it is necessary for the President to leave the chair.
3. Be assigned to special areas of responsibility such as, but not limited to membership, media, facility or personnel and/or committees such as, but not limited to protest, fundraising, policy, finance or tournament.

#### ARTICLE 10: DUTIES OF THE TREASURER

The Treasurer shall:

1. Receive and deposit all funds paid to the organization in an approved depository and shall distribute these funds on order of the Board of Directors.
2. Sign all checks as required and be one of the two signatures required to sign checks over \$1,000.
3. Maintain accounts and books that shall be at all times open to the inspection of the Board of Directors and any authorized auditors.
4. Give a brief report or summary of the organization's financial transactions at each regular meeting and a complete report at the annual meeting of the organization and at such other times as the Board of Directors may require.

#### ARTICLE 11: DUTIES OF THE SECRETARY

The Secretary shall:

1. Keep a record of all meetings of the organization or the Board of Directors.
2. Be responsible for sending out notice of regular and special meetings.
3. Maintain an official listing of the organization's members.
4. Notify all officers of election and the names of newly elected members.
5. Serve as communications and public relations coordinator for the organization and assume all responsibilities related thereto including but not limited to media relations and notifications of registrations, special events, and fundraising efforts.
6. Do such other duties that are customarily performed by that office.

#### ARTICLE 12: DUTIES OF THE OVERSIGHT COMMITTEE CHAIR

The Vice President-Fundraising shall:

1. Be responsible for the organization's fundraising activities. These activities include but are not limited to: sales of signs, raffles, golf or other tournaments, community and special events, concessions, and any other fundraising activities.

2. Be considered as a resource and shall make available relevant information based on all experiences.

### ARTICLE 13: DUTIES OF THE VICE PRESIDENT-ONLINE COMMUNICATIONS

The Vice President-Online Communications shall:

1. Be responsible for maintaining the organization's on-line informational resources, on-line rosters, on-line schedules and on-line registration, and other data systems utilized and developed by the Board of Directors.
2. Act as the primary contact in conjunction with all on-line providers utilized by the organization.

### ARTICLE 14: DUTIES OF THE DIVISION VICE-PRESIDENTS

The Division Vice Presidents shall:

1. Be responsible for the operation of their respective divisions, under the guidance of the Board of Directors.

### ARTICLE 15: STANDING RULES COMMITTEE

A Standing Rules Committee will be in place to review playing rules. The Standing Rules Committee shall consist of the Board of Directors. Any proposed playing rule changes will be reviewed and voted on at a regular meeting and will require a vote of at least two-thirds (2/3) of the Board of Directors present.

### ARTICLE 16: BOARD OF DIRECTORS

The Board of Directors shall be responsible for all property of the organization and will supervise and direct its active operation. The Board of Directors shall make such rules for The operation and welfare of the organization as may seem to them expedient, provided that all such rules are in accord with these by-laws and any amendments thereto.

A meeting of the Board of Directors may be called at any time by the President, the Vice President, or by a majority of the Board of Directors.

The presence of more than fifty percent (50%) of the Board of Directors shall constitute a quorum to transact business. No vote shall be taken until 15 minutes after the announced meeting time.

The Secretary or his/her designee must notify all members of the Board of a meeting at least 48 hours prior to the intended time of the meeting. Notice may be written, telephonic or by e-mail.

In the event of an emergency, with less than 48 hours notice given, a quorum representing more than fifty percent (50%) of the Board of Directors shall be required.

#### ARTICLE 17: MEETINGS OF THE ORGANIZATION

1. Regular meetings of the organization shall be held on the second Wednesday of each month, or as otherwise established by the Board of Directors.

2. There shall be an Annual Meeting of the organization held in October. All officers and members shall be notified, in writing, by telephone or by e-mail, at least ten days in advance, of the date, time, and place of the meeting.

a. There will be no voting by proxy. Members may vote via conference call when necessary.

b. The presence of more than fifty percent (50%) of the members will constitute a quorum.

#### ARTICLE 18: PARLIAMENTARY AUTHORITY

In the absence of any by-law or policy to the contrary, all meetings of Marshfield Youth Baseball League, Inc. will be conducted in accordance with the latest edition of Robert's Rules of Order.

#### ARTICLE 19: AMENDMENTS

These by-laws may be amended by a vote of at least two-thirds (2/3) of the members present and voting at any regular meeting.

#### ARTICLE 20: NON-DISCRIMINATORY PRACTICES

These by-laws adopted at the Meeting for Organization on January 5, 1971, as modified September 1988, March 1992, April 1992, March 1993, September 2007 and October 2018 amend any and all other by-laws under which the organization may have operated theretofore.