



**North Penn Baseball Association
By-Laws**

I. Name

The league shall be known as North Penn Baseball Association, North Penn Little League, North Penn Raiders Baseball hereinafter referred to as the "League", a member of Little League International Inc. The League has been established as a non-profit corporation under the laws of the State of Pennsylvania.

II. Purpose

The purpose of the League shall be to organize and supervise the playing of baseball under specialized rules and regulations, to secure suitable and adequate financial backing for these purposes, and to own, lease or otherwise obtain the use of suitable playing facilities and equipment for these purposes.

III. Membership

Any active team manager or active volunteer adult leaders that have attended all open board meetings shall be considered members of the League. For purposes of this provision, "active" shall mean actual participation during the prior season. Membership is also restricted to those who are at least twenty-one (21) years of age and excludes anyone who may have been reprimanded, resigned without board approval or has been specifically banned from the League by its Board of Directors.

The League shall not discriminate based upon age, sex, gender, national origin, race or religion.

IV. Policies of League

A. Welfare of Young People

(1) It shall be the policy of the League to conduct its activities so that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount and all matters of policy shall be determined on that basis. Therefore it is strictly prohibited for anyone, including Board Members / League Officials, Managers and Coaches and Spouses to share any personal information i.e. name, address, phone number, date of birth or email address of any Child / Parent with anyone or any organization outside of the League. Penalty will include, but is not limited to expulsion from all NPBA leagues.

B. Conflict of Interest

- (1) No person who is a member of or who is employed by or who is any way connected with the League shall receive any personal financial benefit therefore beyond the reasonable value of services in carrying out the purpose for which the League has been organized.
- (2) No person who is a member or coach of any competing league or team can be considered a member or run for any open board member positions in the League.
 - a. In order to be considered eligible to run for any open board member positions you cannot have been involved with any competing league for a minimum of seven (7) calendar years from the last day of service to that organization.
- (3) Any current or former member, including but not limited to Board Members and Coaches of Hatfield CM/Legion and / or Cannoneers Sportsman Club, Cannoneers Youth Baseball League and Lansdale Cannoneers American Legion cannot be considered a member or run for any open board member positions in the League.

C. Sponsors and Advertising

- (1) In order to secure suitable and adequate financial backing to carry out the purpose of the League, it shall be the policy of the League to permit only such sponsorship as is consistent with the purpose for which the League is organized and to select sponsors who are interested in the League solely or principally as a means of contributing to the welfare of young people.
- (2) It shall be the policy of the League to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the League or any of its programs. It shall further be the policy of the League to prohibit the use or consumption of alcoholic, tobacco or any prohibited substances during any League function including, without limitation, games.

D. Coaches, Players and Parents

All League coaches and players shall promote and maintain good sportsmanship at all times, including at all League practices, games and any additional League functions. Coaches shall comply with the NYSCA (National Youth Sports Coaches Association) coaches and parents' code of ethics and any additional League rules set down by the Board. Coaches must be 21 years or older and shall treat all League officials and umpires with courtesy and respect. Players are expected to treat all coaches, League officials and umpires with courtesy and respect. All board directors, coaches, players, parents and/or guardians are required to sign the League Code of Conduct at least once every year. All coaches including travel team coaches will be voted on and approved by the Board.

E. Disciplinary Guidelines

Enforcement of playing rules at League games shall be the sole responsibility of the umpire(s) who have been assigned to the game. Enforcement of additional League conduct rules shall be the joint responsibility of the Division Commissioners, umpires assigned to that game, any Board members present at the game and any other League officials who have been given authority by the Board. For any incidents regarding a player, the Division Commissioner shall inform and consult with Player Agent.

Violations of conduct rules for coaches and players include (but are not limited to) the following:

- Fighting;
- Foul language;
- Derogatory remarks made to umpires, coaches or League officials;
- Improper decorum in the dugouts or on the fields;
- Cheating or fraud of any kind;
- Destruction of league, school district or Borough property;
- Continued use of improper equipment or wearing of an improper uniform after being warned;
- Malicious conduct of any kind;
- Violation of Little League International guidelines of General Conduct;

Thus, if a coach, player, or fan is ejected from a game for any of the aforementioned violations, he/she must leave the playing field immediately and the park within ten (10) minutes of the ejection. (A coach or fan can only return to the park to pick up a player once the game is completed.) Failure to act accordingly will result in the forfeiture of the game and suspension from the league for the rest of the season. Additionally, the league may pursue criminal trespass charges if the police are required to remove someone from the park.

In addition to the ejection from the game, the coach, player and/or fan will receive the following suspension and penalties:

1. 1st offense: Verbal and/or written warning from a member of the Board
2. 2nd offense: Suspension for the next team game
3. 3rd offense: Suspension for one calendar week and the suspension of one game of the child of the coach, parent, or guardian involved
4. 4th offense: Suspension for the remainder of the season
5. 5th offense: Lifetime expulsion from all NPBA leagues

If the offense occurs in the last game of the season, the proscribed suspension will be effective for the following season or the next season that the violator participates in.

These penalties are automatic and do not require a ruling by a league official or a vote by the board. The coach, parent, or player may appeal to the league President. After investigating the facts and circumstances surrounding the misconduct, the league President may overrule the proscribed suspension or continue with the necessary penalty. The President's decision can then be appealed to the board where a majority vote must be obtained in order to alter the ruling.

F. Background Check Guidelines

As of August 25th, 2015, North Penn Baseball Association (NPBA) will adhere to Pennsylvania House Bill 1276; Act 15 of 2015, (PHB) which will require all *League Members, Coaches, Parents, and Volunteers* who have *Direct Volunteer contact with any individual under the age of 18, to adhere to the *Pennsylvania Department of Human Services* guidelines as it applies to the *Verification of Criminal History check from the Pennsylvania State Police (PSP)*; obtain a *Child Abuse History certification from the Department of Human Services (Child Abuse)*., also any *Member, Coach, Parent or Volunteer* who has not lived in the Commonwealth of Pennsylvania longer than 10 years, will be required to present NPBA with a Federal Bureau Background Check (FBBC)**. These guidelines are to be recognized for all Regular Season, off Season, and Special Event activities that are deemed league sponsored.

North Penn Baseball Association will adhere to these guidelines and mandate all included parties to present said documents, as to ensure the safety and well-being of the players in our league. Failure to comply with the PSP, Child Abuse, and if required FBBC will result in League discipline up to and including expulsion from the league and all league activities immediately.

*Direct Volunteer is defined as having care of, Supervision, guidance or control of children and routine interaction with children.

** All required background checks will be required to be renewed every five years per with accordance to the PHB 1276 Act 5 2015.

Voted on and added January 27, 2016 (BR)

V. Annual and Special Membership Meetings

There shall be an annual membership meeting in October of each year; the time and place shall be determined by the Board of Directors. Notice of such meeting shall be made upon at least a ten (10) calendar day notice, the manner of such notice to be determined by the Board of Directors in their sole

discretion. Such notice, subject to Board approval, may be in the form of direct mailing, or such public media such as newspaper, television, radio, Internet, etc.

The Board of Directors may call special membership meetings from time-to-time with at least seven (7) days notice.

Only those persons who are members of the League (see "Membership" above) and personally present at a membership meeting shall be eligible to vote at that meeting; there shall be no proxy voting. A majority of those present and eligible to vote at a membership meeting shall be required to conduct business, including the election of Board members. There shall not be any quorum requirements for a membership meeting, either annual or special.

VI. Board of Directors

The Board of Directors of the League, hereinafter referred to as the "Board", shall be drawn from existing members of the league and elected by the membership at the annual meeting for the terms and in the manner provided for as follows:

The Board shall consist of not less than one (1) nor more than twenty (20) persons. The term for each Board member elected at the annual meeting is as follows;

- a) New members; one (1) year
- b) Re-elected; three (3) years.

All current members of the Board shall be eligible for reelection.

A quorum for the conducting of all business, except as specifically otherwise set forth herein, shall be at least two-thirds of the voting members.

The Board, in its discretion, may remove any Board member upon the affirmative vote of two-thirds of the Board sitting at the time such issue is brought before the Board for vote. For purposes of removing a Board member, the quorum required to conduct such business shall be the entire board.

- a) If a director is absent from two consecutive board meeting without good cause, that director shall be removed from the board upon motion, with a majority approval of the board.

The Board may fill any vacancies on the Board at any regular Board meeting that is nominated by the President (NPBA, NPLL and NPTB) and by a majority vote thereof.

At its first meeting following the annual membership meeting, the Board shall elect its executive officers for that year September 1st thru August 31st (one year term). These officers shall include the President of North Penn Baseball Association (NPBA), President of North Penn Little League (NPLL), President of North Penn Travel Baseball (NPTB) Vice-President of North Penn Little League (NPLL), Vice-President of North Penn Travel Baseball (NPTB), Secretary and Treasurer. Those Board members not elected as officers may assume at least one of the commissioner rolls for the seven (8) divisions (Big, Senior, Junior, Intermediate, Majors, Minors, Rookie, and T-Ball), plus a sponsor coordinator, player agent, umpire coordinator, field coordinators and equipment coordinators.

The Board shall meet at least quarterly or as often as needed to handle league business. The time and place for such meetings shall be determined by the President and shall be made known to all members of the Board upon at least seven (7) day's notice, oral, telephone, email or written. Any member may attend a Board meeting; however, membership participation shall be at the discretion of the Board. Furthermore, the Board may convene in executive sessions to discuss or resolve such matters, which the Board, in its discretion, believes, should be handled confidentially.

The Board shall have full authority and discretion to make all policy, set budgets, and implement the on-going business of the League consistent with the bylaws. Without limiting the generality of the foregoing, the Board shall have the power to:

- Purchase or otherwise acquire for the League any property, right or privilege which the League is authorized to acquire, by the price of consideration and upon such terms as the Board may deem appropriate;
- Appoint, remove or suspend subordinate agents or volunteers and to determine their duties.
- Determine the composition of a sub-committee to deal with the particulars of the tournament teams (if any);
- Determine who shall be authorized on behalf of the League to sign bills, notices, receipts, acceptances, endorsements, checks, releases, contracts, and any other instruments. Without any further action by the Board, the NPBA, NPLL and NPTB Presidents are so authorized.
- Delegate any of the powers of the Board to any agent of the League with any powers as the Board may see fit to grant;
- Suspend, discharge, bar or otherwise discipline any member, manager, coach, player, parent, league official, umpire as well as other related people as needed without refund whose conduct is considered detrimental to the best interests of the League (see Disciplinary Guidelines);
- Set registration fees and award scholarships;
- Generally do all such lawful acts and take actions as may be necessary and proper.

VII. Financial Policy

The Board shall decide all matters pertaining to the finances of the league, bearing the responsibility to conduct the financial affairs of the league in a prudent business-like manner. The Board shall institute policy relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports, and an annual audit of the books of the League. No officer shall be permitted to expend, on any particular item or task, more than One Hundred Dollars (\$100.00) without prior Board approval. League checks over Two Hundred and Fifty Dollars (\$250.00) will require dual signatures from Board Directors with signing authority.

VIII. Duties of Officers

The League shall have the following:

A. The President, North Penn Baseball Association shall:

- Have voting rights
- Preside at all meetings of the Board and the League;
- Serve as the Chief Executive Officer of the League;
- Represent the League at any meetings of other organizations;
- Have signing authority to execute league documents, letters and checks on behalf of the league;
- Oversee all business operations of the league
- Perform such other duties as are normally associated with the Office of President by the state of Pennsylvania.

B. The President, North Penn Little League shall:

- Have voting rights
- Handle the day-to-day operations of North Penn Little League.
- Represent the League at any meetings of other organizations.
- Be responsible for registering teams with Little League International and any additional coordination with the Little League International or any other organization;
- Have signing authority to execute league documents, letters on behalf of the league

C. The President, North Penn Travel Baseball shall:

- Have voting rights
- Handle the day-to-day operations of North Penn Travel Baseball.
- Represent the League at any meetings of other organizations.
- Be responsible for registering teams with Travel Leagues, Tournaments and any additional coordination with any other organization pertaining to Travel play.
- Have signing authority to execute league documents, letters on behalf of the league

D. The Vice President, North Penn Little League shall:

- Have voting rights
- Perform such duties as may be assigned by the President;
- Otherwise assist the President in the performance of his/her duties;
- Have signing authority to execute league documents and letters on behalf of the league
- Preside or represent the League at any meetings in the absence of the NPLL President.

E. The Vice President, North Penn Travel Baseball shall:

- Have voting rights
- Perform such duties as may be assigned by the President;
- Otherwise assist the President in the performance of his/her duties;
- Have signing authority to execute league documents and letters on behalf of the league
- Preside or represent the League at any meetings in the absence of the NPTB President.

F. The Secretary shall:

- Have voting rights
- Have custody of the Articles, Bylaws, minutes and all other records of the League, except financial records;
- Keep an accurate record of the meetings and other activities of the League and the Board;
- Be responsible for all correspondence on behalf of the League;
- Have signing authority to execute league documents, letters on behalf of the league
- Transmit all records and correspondence to any person elected to succeed him/her in that office.

G. The Treasurer shall:

- Have voting rights
- Receive and disburse all funds with the approval of the Executive Board;
- Keep an accurate account of all funds received and disbursed for the League;
- Submit a financial report at all regular meetings and at such other times as may be requested by the President;
- Compile an annual report of League finances;
- Have signing authority to execute league documents, letters and checks on behalf of the league
- Transmit all records and correspondence to any person elected to succeed him/her in that office.

H. The Player Agent shall:

- Supervise the annual registration of all players, tryout sessions and distribution of players among League teams;
- Assist the Division Commissioners with the drafting and assigning of players;
- Represent any players and/or parents in disputes with coaches or other League officials;
- Be accessible to players and parents to answer questions and provide information.

I. The Sponsor Coordinator shall:

- Contact potential new sponsors for the League;
- Coordinate sponsor assignments with teams
- Distribute sponsor plaques to division coordinators or directly to sponsors;
- Maintain records of sponsor's name, address, phone numbers, etc.
- Keep track of sponsor logos, teams or divisions they sponsored and any other special needs.

J. The Umpire in Chief shall:

- Obtain suitable umpires for the League as directed by the Board;
- Schedule and hold training sessions for the umpires;
- Assign umpires for all League games;
- Track umpire finances and provide spreadsheet to Treasurer detailing amounts owed to umpires;
- Consider all complaints relative to umpires and make suitable recommendations to the Board.

K. The Field Operations Coordinators shall:

- Maintain and work on field conditions and to obtain fields as directed by the Board;
- Coordinate any required installations of fences or equipment sheds at the fields;
- Arrange for the field preparation for all League games.

L. The Equipment Coordinators shall:

- Empty and clean all equipment bags, and take an inventory of the equipment during the off-season;
- Obtain any required new equipment as directed by the Board;
- Provide equipment as required for the player tryout sessions;
- Fill and distribute equipment bags for each division to the division coordinators;
- Distribute balls as required for all League games to the division coordinators;
- Collect all equipment from division coordinators at the end of the season.

M. The Safety Coordinator shall:

- Collect and run all background checks on board members, managers, coaches and umpires
- Develop League Safety Plan
- Manage and collect medical clearance forms from players when required

O. The Facilities Operation Coordinators

- Maintain and work on all buildings.
- Coordinate any required installations, repairs and upgrades.
- Arrange for the field preparation for all League games.

IX. Fiscal Year

The fiscal year of the Corporation shall be fixed by the Board of Directors from time to time, subject to applicable law. The initial fiscal year shall end on September 30th.

X. Amendments

These Bylaws cannot be amended by any vote of the Board or League members until the annual membership meeting on September 30, 2024.

XI. Indemnity

- (a) Any person made a party to any action, suit, or proceeding, by reason of the fact that he, his testator or intestate representative is or was a Director, Governing Board member, officer, or employee of the Corporation, or of any corporation in which he served as such at the request of the Corporation, shall be indemnified by the Corporation against reasonable expenses, including such attorney's fees actually and necessarily incurred by him in connection with the defense of such action, suit, or proceeding, or in connection with any appeal therein, except in relation to matters as to which it shall be adjudged in such action, suit, or proceeding, or in connection with any appeal therein that such officer, Director, Governing Board member or employee is liable for negligence or misconduct in the performance of his duties.
- (b) The foregoing right of indemnification shall not be deemed exclusive of any other rights to which any officer or Director, Governing Board member, or employee may be entitled apart from the very provisions of this section.
- (c) The amount of indemnity to which any officer, Director, or Governing Board member may be entitled shall be fixed by the Board of Directors, except that in any case where there is no such disinterested majority of the Board available, the amount shall be fixed by arbitration pursuant to the then existing rules of the America Arbitration Association.

XII. Discrimination Not Permitted

In rendering its functions and in exercising its purposes, the corporation shall not practice or permit discrimination on the basis of sex, age, race, national origin, religion, physical handicap, or disability.

IN WITNESS WHEREOF, THESE BYLAWS HAVE BEEN DULY ADOPTED THE 28th DAY OF SEPTEMBER 2013 BY CONSENT OF THE MEMBERSHIP OF THE LEAGUE AT ITS ANNUAL MEETING.

The above stated Bylaws were adopted at a regularly scheduled Annual General Meeting of the Founding Members of North Penn Baseball Association Inc. the 28th day of September 2013: and that a quorum was present and voted to accept these by-laws that will remain in effect through September 28, 2024 in order to protect the long term stability of the league.