

BYLAWS
Ewing Girls Softball Association, Inc.
(Amended November 22, 2011)

Article I - NAME

1. The name of this organization shall be the Ewing Girls Softball Association.

Article II - PURPOSE

- 1 The purpose of this association is to promote the physical and mental growth of children through a recreational softball program with emphasis on instruction, good sportsmanship, and team spirit.

Article III- MEMBERSHIP

1. Regular members of the Association shall consist of the Officer/Trustees, Managers, and Coaches. Regular members shall be the voting members of the Association who may vote during the course of current season.
2. Associate members of the association shall consist of all players and their immediate families.
3. Each team shall have one manager. Nominees for new and replacement managers and coaches must be approved by the membership.

Article IV - OFFICERS

1. The officers who shall also serve as Trustees of the Association, and shall consist of a president, first vice president, second vice president, corresponding secretary, recording secretary, treasurer, player agent, immediate past president, and equipment manager.
2. The president shall be elected to a two-year trustee term serving the first year of office as president and second year of office being served as the immediate past president. All other officer/trustees shall serve one-year terms of office.
3. With board approval, the president shall appoint the heads of any committees that are needed to carry out the purposes of the association.
4. If the president chooses to run for any additional term of office so that s/he succeeds her/himself, or if for any reason, the immediate past president does not serve the second year of the two-year trustee position, the Board of Trustees shall appoint an interim trustee with the title of Interim Trustee, and shall continue in such interim office until the annual election is held.

5. Division Commissioners shall be appointed by the president, and shall be considered regular members for voting purposes.

Article V - ELECTIONS

1. A nominating committee shall present a proposed slate of officers at the annual meeting in October. Nominations from the floor may be made at that time.
2. The elections shall be conducted by the recording secretary. Upon request by any member, elections shall be by secret ballot. Regardless of the number of positions held in the Association, each regular member shall be entitled to one vote for each office.
3. Officer/Trustees shall be elected for the term set forth in the preceding Article, to serve from the first regular meeting following elections through the next annual meeting. The officer/trustee position of Immediate Past President, shall be filled by right of succession, rather than by election.

Article VI - DUTIES OF OFFICERS

- 1 All powers and duties not delegated to specific officer/trustees of the Association shall be reserved by and for Board of Trustees.
2. The president shall:
 - a. preside at all meetings of the association;
 - b. appoint any committee heads and commissioners, subject to board approval;
 - c. make any interim appointments as needed;
 - d. sign all checks with the treasurer;
 - e. sign all contracts with the recording secretary;
 - f. call special meetings when requested by at least five regular members;
 - g. be a member of the protest committee;
 - h. be responsible of the certification of coaches and managers
3. The first vice president shall:
 - a. be appointed to the board by the travel committee and serve as their liaison
 - b. perform the duties of the absent president and such other duties that are assigned by the president
4. The second vice president shall:
 - a. arrange the master playing and practice schedules and be responsible for all make-up scheduling with the appropriate commissioner;
 - b. be the contact between the association and the umpire coordinator;
 - c. approve any pre-game/game day forfeits and game cancellations;
 - d. perform the duties of the absent president and first vice president and such other duties that are assigned by the president.

5. The recording secretary shall:
 - a. record minutes of all meetings;
 - b. sign all contracts for the association with the president;
 - c. conduct the elections;
 - d. maintain accurate membership records of all regular and associate members.
6. The corresponding secretary shall:
 - a. handle all correspondence;
 - b. coordinate all details associated with the team/player photograph session;
 - c. handle the acquisition of sponsors;
 - d. arrange for sponsor plaques and trophies;
 - e. pick up and distribute association mail.
7. The treasurer shall:
 - a. be responsibly in charge of all funds of the association;
 - b. make a monthly financial report to the association;
 - c. present the president with bank statements and deposit slips for the previous month at or before the monthly meeting;
 - d. sign all checks with the president;
 - e. receive player registrations and fees, maintaining a record of such registrations by name, check #, date, and amount;
 - f. prepare a year end financial report;
 - g. submit non-profit Form 990 to the IRS and a state report filing form on a yearly basis.
8. The Interim Trustee shall:
 - a. be a member of the nominating committee.
9. The player agent shall:
 - a. oversee and conduct draft in all divisions, making sure that the commissioners observe the proper draft rules and procedures;
 - b. assist and listen to any parent, player, or coach regarding problems between them;
 - c. after draft has taken place, assign new girls to teams following established rules, i.e. order of team placed on, keeping the same number of girls per team, consulting with commissioner before placement;
 - d. maintain accurate rosters, including current registration forms, notifying board of changes, and providing commissioners with draft list at least five days in advance of the draft;
 - e. be a member of the nominating committee in September to determine new officers;
 - f. be a member of the protest committee.

10. The commissioners shall:
 - a. make draft list available to managers at least three days prior to draft;
 - b. notify managers (or designated parent) as well as second vice president when games are canceled or postponed due to weather or school activities;
 - c. reschedule postponed games within 48 hours, working with the second vice president;
 - d. conduct divisional meetings when necessary during the year;
 - e. be a member of the nominating committee to determine new officers;
 - f. be a member of the protest committee, abstaining if protest involves self.
11. The immediate past president shall:
 - a. help coordinate the smooth transition between administrations;
 - b. act as a source of information about previous administration's activities;
 - c. be a member of the nominating committee.

Article VII - DUTIES OF OTHER POSITIONED MEMBERS

- 1 - Managers shall:
 - a. know and follow EGSA rules and general policies;
 - b. sign a Manager Agreement form prior to the start of each season;
 - c. teach and guide girls in the game of softball in accordance with division's curriculum guide;
 - d. keep accurate roster, reporting any girls who leave a team due to physical injury or other reason to the player agent;
 - e. distribute uniforms at season start;
 - f. return equipment and key to equipment manager at end of season, noting any defective pieces of equipment;
 - g. encourage parents to volunteer time to the association;
 - h. teach good sportsmanship regardless of game's outcome;
 - i. maintain current liability certification in softball;
 - j. submit game report for each game by Friday of game week;
 - k. contact commissioner within 24 hours to reschedule rainouts.
2. Coaches shall:
 - a. assist the manager in any way;
 - b. perform duties of manager in manager's absence;
 - c. maintain current liability certification in softball;
 - d. sign a Coach Agreement form prior to the start of each season.
3. The equipment manager shall:
 - a. maintain equipment inventory, order new equipment and stock when necessary, distribute equipment bags and keys to managers, with signed contents forms;
 - b. order uniforms;
 - c. prepare and mail out request for bids for uniforms and equipment stock.

4. A committee chairman shall:
 - a. head a committee, appointing people as needed to function;
 - b. report to the executive board.
5. The protest committee shall:
 - a. hear and rule on protests brought to the committee for resolution; (As per general rules, protests are given to commissioner of division. Only rule interpretations may be protested, not judgment calls. Protests must be made known to the umpire and other manager at the point of occurrence. A written protest must be filed with division commissioner within 24 hours. Division commissioner, president, and player agent form original committee. If commissioner is involved or indirectly affected, he/she must abstain from the decision process. if no decision can be reached, the executive board must be presented with the protest for resolution.);
 - b. hear and rule on disciplinary action against any manager or coach in said division.

Article VIII - MEETINGS

1. Regular meetings shall be held monthly throughout the year. All regular meetings will be open to all regular and associate members. Special meetings, including executive committee meetings, may be called by the president when necessary.
2. The October meeting shall be designated the annual meeting at which time elections shall be held.
3. A quorum for conducting business at a regular or special meeting shall be at least five regular members.
4. Notices for meetings and for proxy voting shall be made by any means previously agreed upon by the regular member, such as by mail, by facsimile transmission or by email. Such Association notices shall continue by the method selected by regular member until s/he notifies the recording secretary in writing to the contrary. Until notice is received, all notice shall be provided by regular mail. The recording secretary shall maintain a list of those regular members subscribing to an alternate form of notice delivery.

Article IX - DISCIPLINE

1. Charges of unethical conduct, working against the purposes of the association, excessive absence from meetings, among other reasons, may be filed against a member in a written statement signed by at least five regular members. A disciplinary committee shall be appointed to investigate such charges.
2. The accused member shall be notified in writing of the action and shall be allowed to answer such charges at a regular meeting.

3. The member may be reprimanded or expelled by a majority vote of the membership present.

Article X - AMENDMENTS

1. These bylaws may be amended by an affirmative vote of a majority of all members present. Copies of the proposed amendments shall be made available at the previous regular meeting.

Article XI - DISSOLUTION

1. In the event of the dissolution of the association, assets remaining after the satisfaction of all obligations of the corporation shall be distributed to another like organization, in accordance with the provisions of Internal Revenue Service Code 501(c)(3), or amendments thereof.

Amended November 22, 2011

By: Hank Zuczek
President, EGSA