

Mount Vernon Youth Baseball By-Laws

Mission Statement

To provide a facility and the opportunity for the youth ages 3 to 14 of Mt. Vernon to play in an organized league, promoting sportsmanship, knowledge, competition and physical abilities in an instructive, participative and pleasant atmosphere while enjoying the game of baseball.

ARTICLE I – NAME

This organization shall be known as the Mt. Vernon Youth Baseball, hereinafter referred to as MVYB.

ARTICLE II – OBJECTIVE

Section 1 – The objective of MVYB shall be to implant firmly, in the children of the community, the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority so that they may be well adjusted, stronger, and happier children and grow to be good, decent, healthy and trustworthy citizens.

Section 2 – To achieve this objective, all Directors, Officers, and Members shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary, and that molding the future of citizens is the prime importance. In accordance with Section 501-(c) – (3) of the Federal Internal Revenue Code, MVYB shall operate exclusively as a non-profit educational organization providing a supervised program of competitive baseball games. No part of net earnings shall inure to the benefit of any private shareholder or individual, no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate of public office.

ARTICLE III – MEETINGS

Section 1 – Meetings of the Board of Directors shall occur at regularly scheduled intervals determined by the members of the Executive Board of Directors. Additional meetings, as necessary, may be called by the Executive Board. Notifications to the Board Members of additional meetings shall be made at least 24 hours prior to the scheduled date of the meeting. The general public will be given notice at least 24 hours in advance of a regular board meeting.

Section 2 – A meeting(s) of the members of the Executive Board of Directors shall be held prior to October 1st of each year for the purpose of establishing an itinerary for the league, budget, approval of individuals nominated for appointment to the Board of Directors or staff positions, and other matters necessary for the administration of MVYB. Minutes shall be kept for all Executive Board meetings.

Section 3 - Rules of Order – Robert’s Rule of Order shall govern the proceedings at all meetings except where otherwise legally obligated.

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Section 4 – Quorum: At any regular meeting, a quorum shall constitute attendance by fifty percent of the full board. Board members may vote by proxy if the item in question is part of the regular meeting agenda and the board member is unable to attend. A proxy vote is valid only if submitted via signed letter prior to the meeting or digital correspondence in the form of e-mail. The proxy holder shall not count as a member of the board for the purpose of determining quorum.

Section 5 - Attendance at meetings of the Board of Directors is mandatory for all Executive and regular board members. Emergency situations or illness are considered excusable. Executive Board members or regular board members who fail to attend three (3) or more consecutive regular scheduled or additional meetings without explanation or proper excuse will be considered to have abandoned their office and be subject to removal from the Board of Directors.

ARTICLE IV – BOARD OF DIRECTORS

Section 1 – Board of Directors – The Board of Directors shall consist of the Executive Board and regular board members.

Section 2 – Executive Board – The Executive Board shall consist of President, Vice President, Secretary, Treasurer, Player Agent and Coaching Coordinator. Executive board members serve a two (2) season term and are elected no later than October 31st of every even numbered year. The Executive Board shall, upon election, immediately enter upon the performance of their duties and shall continue in office until his/her resignation or termination; however, all current season duties must be immediately completed by the former board, not the newly elected board. Upon election, all keys, paperwork, files, electronics, equipment, financial documents, and all other MVYB properties shall be handed over to the new board within seven calendar days of election.

Section 3 – A Committee Chairperson consisting of any number of individuals deemed appropriate by the Executive Board of Directors shall be established. Members of the Executive Board shall nominate individuals for the Committee Chairperson position. The term of a Committee Chairperson shall be one MVYB season. The Committee Chairperson position shall consist of at least, but not be limited to: - **See Attached Governing Structure**

Section 4 – Vacancies: Should a vacancy occur on the Board of Directors, by death, resignation or otherwise, it shall be filled by a majority vote of the remaining board members present at any regular or specially called meeting of the Board of Directors.

Section 5 – Duties and Powers: The Executive Board of Directors shall have the power to create such Board positions that are required to successfully operate the league and delegate such powers to them as the Board shall deem advisable.

Section 6 – Suspension or Termination

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- a) Membership may be terminated by voluntary resignation or action of the Executive Board of Directors.
- b) The board of Directors, by majority vote of those present at any duly constituted meeting, shall have the authority to discipline, suspend, and/or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the MVYB. The member involved shall be notified of such meeting, informed of the general nature of the charges, and given an opportunity to appear at the meeting to answer such charges

Section 7 - Once the new board is in place, they shall decide who will be placed on the banking documents.

ARTICLE V – COMMITTEES

Section 1 – The Executive Board has the authority to form a committee to assist with the accomplishment of the objective of their respective position; The Committee Chairperson must be a member of the regular board; however committee members may be MVYB volunteers.

ARTICLE VI – ADMINISTRATIVE DUTIES

Executive Board Members

Section 1 – President, Vice President, Secretary, Treasurer, Player Agent and Safety Officer shall be elected by the Regular Members of the MVYB.

Section 2 – The President shall:

- a) Conduct the affairs of the MVYB and execute the policies established by the Board of Directors.
- b) Present a report on the condition of MVYB at the annual meeting of the Regular Members.
- c) Communicate to the Board of Directors, such matters deemed appropriate, and make such suggestions as may tend to promote the welfare of MVYB.
- d) Be responsible for the conduct of MVYB in conformity to the policies, principles, and Rules and Regulations as set forth by the Board of MVYB.
- e) Designate, in writing, other Officers if necessary to have power to make and execute for/and in the name of MVYB such contracts or leases as may have received prior approval of the Board.

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- f) Investigate complaints, irregularities, and conditions detrimental to the MVYB and report thereon to the Board as circumstances warrant.

Section 3 – The Vice President shall:

- a) In case of the absence or disability of the President, and provided he/she is authorized by the President or the Executive Board to so act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of that office, and shall have such other duties as from time to time may be assigned by the Executive Board of Directors or by the President. The Vice President will act as Chairperson of the Protest Committee.

Section 4– The Secretary shall:

- a) Be responsible for recording the activities of MVYB and maintaining appropriate files, mailing lists, and necessary records.
- b) Perform such duties as are herein specifically set forth, in addition to such other duties as are customarily incident to the office of Secretary or as may be assigned by the Executive Board of Directors.
- c) Maintain a list of Directors and Committee Members and give notice of all meetings of the MVYB, the Board of Directors and committees.
- d) Keep minutes of the meetings of the Members and Board of Directors and recorded them.
- e) Conduct all correspondence not otherwise specifically delegated in connection with said meeting and shall be responsible for carrying out all orders, votes, and resolutions not otherwise committed.
- f) Be responsible for publicity concerning annual meeting.

Section 5 – The Treasurer shall:

- a) Be responsible for the financial activities of MVYB by maintaining the check book and deposits, paying league debts timely, handling disbursements/deposits of money for concession stand, receiving/depositing all monies associated with registration, fundraisers and sponsorships. At time of election, treasurer shall communicate with chosen financial institute to place new Board members elect on all necessary documents.
- b) Provide to the Board of Directors detailed monthly checkbook reconciliation, a profit/loss statement, and an itemized income/expense statement.

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- c) A budget for the upcoming season shall be presented to the league by the December meeting.
- d) At the Annual Meeting of Regular Members and Board of Directors, provide a year-end profit/loss statement and an itemized income/expense statement. These statements should coincide with MVYB fiscal year (10/01 thru 9/30).
- e) Compile information necessary (balance sheet, checkbook register, itemized income/expense statement, profit/loss statement, list of all equipment purchases, and a list of league officers) for the filing of the MVYB Income Tax Return. Deliver and communicate with a tax professional. MVYB tax return must be postmarked no later than February 15th annually.
- f) Maintain files on the above-mentioned records according to MVYB fiscal year.
- g) Conduct regular and usual correspondence dealing with MVYB financial matters such as those involving suppliers and vendors.

Section 6 - The Player Agent shall:

- a) Assist and oversee each Division Representatives with his/her division responsibilities of enforcing and maintain the safety code and the rules and regulations of MVYB.
- b) It is the duty of the Player Agent to conduct/arrange for and supervise the evaluations sessions as well as oversee the team assignments to ensure that all teams are balanced and are as close to equal strength as possible.
- c) Responsible for scheduling practices and games.

Section 7 – The Safety Director shall:

- a) Safety Director shall be responsible for making sure all playing fields are supplied with a first aid kit.
- b) Safety Director shall be responsible for holding a safety meeting with all Team Managers, Assistant Managers, and Coaches to discuss safety procedures prior to Opening Day.
- c) Safety Director shall be responsible for the conducting, or causing to be conducted, a background check of all Team Managers, Assistant Managers and Coaches.

Safety Director will be responsible for any insurance claims that need to be submitted in the event a player is injured during a MVYB activity.

Section 8 – The Coaching Coordinator shall:

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- a) Represents coaches/managers in league;
- b) presents a coach/manager training budget to the board;
- c) gains the support and funds necessary to implement a league-wide training program
- d) orders and distributes training materials to players, coaches and managers
- e) coordinates mini-clinics as necessary
- f) helps implement www.LittleLeagueCoach.org as the manager-coach education program for the league

ARTICLE VII - AMMENDMENTS

Section 1 - These By-Laws are perpetual. Any section may be amended or repealed by at least majority vote of the regular Board of Directors and providing that a written notice of such proposal shall be mailed or delivered via e-mail to each member of the Board of Directors at least seven (7) days prior to the meeting at which the proposed changes shall be submitted to a vote.

ARTICLE XVIII - DISSOLUTION

Section 1 - When determined necessary by the President and upon approval by a majority vote of the Executive Board of Directors and regular Board of Directors, MVYB shall be dissolved and the actions taken will be agreed upon by the Executive Board of Directors and regular Board of Directors.