

## **TUSLAW JR BASEBALL ASSOCIATION**

### **BYLAWS**

#### Article I Name & Affiliation, Objective

##### Section 1 Name and Affiliation

The organization shall be called Tuslaw Junior Baseball association (TJBA) and will be referred to as TJBA in the rest of this document. TJBA is associated with Jackson Leagues, PHBSA, Stark County Coach Pitch, and Stark County Hot Stove.

Anything that is not covered in these Bylaws is governed by the affiliated league rules. In cases where clarification remains necessary, a TJBA Board Member or Officer should be contacted.

##### Section 2 Objective

TJBA is a program of service to our youth. It is geared to provide an outlet of healthful activity and training under good leadership in the atmosphere of wholesome community participation.

TJBA seeks to instill in its participants the ideals of good sportsmanship, honesty, loyalty, discipline, and respect for authority. The Association is dedicated to helping children become good and decent citizens. It strives to inspire them with a goal, and to enrich their lives in preparation for their futures as adults in society. It establishes for them the rudiments of teamwork and fair play. The supervisors shall bear in mind at all times that while the attainment of athletic skills and winning games are goals to achieve, they are secondary to teaching the youth the aforementioned ideals.

#### Article II Conduct and Indemnification

##### Section 1 Conduct

At all times adults involved with the TJBA will conduct themselves in an orderly manner. At all times shall the adults working with the baseball players be mindful of the language that is used around the children. *UNDER NO CIRCUMSTANCES* shall an adult show unsportsmanlike conduct. Adults are expected to exhibit responsible guidance in order to maintain

The above also pertains to players. Sportsmanlike conduct will be maintained. The manager and coach shall stay in control. If a player is uncontrollable the child is to be suspended from the next game to be played. If the uncontrollable behavior persists, the player will be suspended for one (1) year from playing baseball through TJBA.

If a disagreement comes about, it shall be taken to the TJBA Board. This will be accomplished by filing of an official protest. To file a protest, a parent or guardian shall present the protest in writing at the next

available Board meeting. The Board will provide a written response to the protest within a three (3) day period.

If at any time a member of the TJBA hinders this organization a Board meeting shall be called. That member will be advised of the problem and given an opportunity to defend themselves. If the problem persists, that member shall be asked to resign.

## Section 2 Indemnification

TJBA organization shall at all times (both during and after the term hereof) indemnify and hold harmless TJBA Board members, Officers, trustees, managers, agents, employees, coaches, and volunteers (referred to individually and collectively as the TJBA governing body) from any and all settlements, losses, liabilities, demands, suites, judgments, causes of action and all legal proceedings, and any costs or expenses in connection therewith, damages, fines, attorney fees and all other expenses relating to arising from any and all claims whether or not groundless of every nature or character including, but without limitation, claims of breach of duty, act of omission, personal injury, death, and damage to property.

This agreement shall be governed by and construed under the laws of the State of Ohio. The provisions of this Agreement are severable, and if any part of it is found to be unenforceable, the other terms shall remain valid and enforceable.

## Article III Government

### Section 1 Board of Directors

The TJBA will be governed by Board of Directors consisting of seven (7) members of the community. They will be nominated and elected by the Board at the June meeting. Those elected will take office at the September meeting. Each member will serve a 2 (two) year term. Each member will be eligible for reelection. The Board positions will be elected on a rotating 2 year basis. A term for Board positions is 2 years from the time of election. In cases whereby an individual assumes a vacant Board position, the duration of their term will end at which time the original Board member's term would have been completed.

A quorum for conducting all business, except as specifically otherwise set forth shall be at least 51% of the Board.

If at any time a Board member or Officer of the TJBA hinders the organization, a Board meeting shall be called. That member will be advised of the problem and given an opportunity to defend themselves. If the problem persists that member shall be asked to resign.

The Board, at its discretion, may remove any Board Member or Office upon the affirmative vote of two-thirds (2/3) of the full Board. For purposes of removing a Board member, the quorum required to conduct such business shall be increased to 2/3 (66.66%).

The Board shall meet on a monthly basis, on the second Sunday of each month, all year round at the discretion of the Board. These regular meeting will be open to all parents and other interested parties. Special meetings may be called by the President when special circumstances warrant the need for additional meetings. The Board may convene in executive session to discuss or resolve such matters. The executive session is to be handled in a confidential manner. Any Board member who does not abide by this policy can and may be removed from their position.

The Board shall have full authority and discretion to establish all policies and guidelines, set budgets, and implement the ongoing business of the TJBA consistent with the Bylaws. Without limiting the generality of the foregoing, the Board shall have the power to:

- ☑ Purchase or otherwise acquire for the TJBA any property, right or privilege which the TJBA is authorized to acquire, by the price of consideration and upon such terms as 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 any activities;
- ☑ Delegate the powers of the Board to any agent of TJBA with any powers as the Board may see fit to grant;
- ☑ Suspend, discharge, bar, or otherwise discipline any Member, Officer, Manager, Coach, player, parent, as well as other related people as needed without refund whose conduct is considered detrimental to the best interests of the TJBA;
- ☑ Set registration and sponsorship fees;
- ☑ Generally do all such lawful acts and take actions as may be necessary and proper.

Board Members may be required to submit to a background check.

## Section 2 Officers

The TJBA shall have the following Officer positions: President, Sponsorship Coordinator, Web Master and Treasurer will be elected in even numbered years. The Vice President, Equipment Mgr, Secretary and Fundraising Coordinator will be elected in odd numbered years. Incumbents will be eligible for reelection. Officers may be required to submit to a background check.

Officers will be nominated and elected by the Board at the June meeting. Those elected will take office at the September meeting.

In order for a candidate to qualify for the position of President must have held a prior office as a Board member or Officer of the TJBA.

The duties are as follows:

A. President

- ☑ Presides over all meetings.
- ☑ Checks with the Secretary and Treasurer with all expenditures and correspondence.
- ☑ Calls the first Board meeting in September the first for the newly elected Board members and Officers.
- ☑ Assists with the sign-up days.
- ☑ Delegates Commissioners for affiliated Leagues.
- ☑ Holds Managers/Coaches meetings throughout the season.
- ☑ Sets up sub-committees.
- ☑ Will co-sign TJBA checks.
- ☑ Votes only in the case of a tie
- ☑ Obtain uniform bids

B. Vice President

- ☑ Preside over all meetings in the absence of the President.
- ☑ Assists with contracting and managers.
  
- ☑ Sets up dates for sign-ups and manages and assists with the sign-up days.
- ☑ Attends all Board meetings.
- ☑ Attends affiliated leagues' meetings when necessary.
- ☑ Will have the power to co-sign TJBA checks.
- ☑ Reserve the location for fundraisers.
- ☑ Schedule times for winter/indoor practices.

### C. Secretary

- ☑ Attends all Board meetings.
- ☑ Takes roll call and minutes at all meetings. Emails minutes from previous meetings prior to the meeting.
- ☑ Handles all communications including all notices to be sent to Board members, managers, coaches, and others as needed.
- ☑ Maintains registrations.

### D. Treasurer

- ☑ Attends all Board meetings.
- ☑ Gives full financial reports at meetings, including monthly bank statements, balance sheets, and outstanding assets and liabilities.
- ☑ Follows the financial policy of the TJBA.
- ☑ Collects and deposits all monies from registrations, fundraisers, and anything else the TJBA is involved with financially.
- ☑ Keeps receipts for all expenditures incurred.
- ☑ Has the authority to write checks up to \$50.00 without prior approval of the Board.
- ☑ Will co-sign TJBA checks.

### E. Equipment Manger

- ☑ Keep inventory records of all equipment.
- ☑ Pass out equipment to each team manager, and keep accurate records of who has what.
- ☑ Attend Board meetings to inform Board of equipment needs.

- ☒ Order and receive all new equipment as directed by the Board.
- ☒ Collect equipment at the end of each season. Inventory all equipment, noting what needs to be replaced or repaired.
- ☒ Will see to the conditioning of the fields before and during the baseball season.

#### F. Sponsorship Coordinator

- ☒ Maintain a list of the team sponsors from previous years.
- ☒ Contact and sign up team sponsors for each team in TJBA.
- ☒ Work with the Fundraising Coordinator to determine sponsorship packages and banner fees, and other costs associated with sponsorships.
- ☒ Hand out plaques and thank you cards.

#### G. Fundraising Coordinator

- ☒ Coordinates all fundraising activities of the TJBA.
- ☒ Attends meetings prior to fundraisers.
- ☒ Form subcommittee for fundraisers.

#### H. Webmaster

- ☒ Maintains the TJBA website.
- ☒ Coordinates volunteers to manage the website photos, updating web pages, and managing the site as needed.
- ☒ Manages TJBA e-mails via website provider (if available).
- ☒ Ensures Web Hosting provider account is maintained and current.

☒ Presents to the Board and/or Officers any concerns related to TJBA website and/or e-mails when necessary.

### Section 3 Managers and Coaches

Managers and coaches, while not being Officers of the TJBA, will have requirements and responsibilities. These will include but are not limited to:

☒ Managers and coaches may be asked to submit to a background check.

☒ Managers shall attend all Managers' meetings called by the President, or have a coach from his/her team in attendance to represent their respective team.

☒ Shall contact the President with any problems, questions, etc.

☒ Shall aid and promote fundraising for TJBA.

☒ Shall keep team parents informed of all TJBA happenings.

☒ Shall keep players and fans under control at all times.

☒ Shall not swear, have or be under the influence of alcohol, or tobacco products at TJBA functions where children are present.

☒ Any State or Sanctioning Body rules supersede these bylaws.

Managers' meetings shall be called by the President and do not require attendance by the Board or all officers. These meetings will be to address rules, 7

structure, and practice issues, as well as other items that the managers and coaches bring up.

### Section 4 Board Meeting Structure

Board meetings shall be held on the second Sunday of each month. Meetings shall be held at a TJBA facility on the Beech Grove Elementary property, or other location as deemed acceptable by the Board. The President shall preside over these meetings.

An agenda will be present at each meeting. Included in this agenda will be the reading of the minutes from the prior meeting, a financial report, old business from previous meetings, and new business to be brought before the Board.

### Article IV Conflict of Interest Statement

This section outlines a conflict of interest statement for Board members of TJBA. No board member or board committee member, or any member of his/her family should accept gift, entertainment, service, loan, or promise of future benefits from any person who either personally or whose employees might benefit or appear to benefit from such board or committee member's connection with TJBA, unless the facts of such benefit, gift, service, or loan are disclosed in good faith and are authorized by the Board. Board and committee members are expected to work out for themselves the most gracious method of declining gifts, entertainments, and benefits that do meet this standard. No board committee members should perform, or any personal gain, services to any TJBA supplier of goods or services, as employee, consultant, or in any other capacity which promises compensation of any kind, unless the fact of such transaction or contracts are disclosed in good faith, and the board or committee authorizes such a transaction., Similar association by a family member of the Board or committee member or by any other close relative may be inappropriate.

No Board or committee member or any member of his/her family should have any beneficial interest in, or substantial obligation to any TJBA supplier of goods or services or any other organization that is engaged in doing business with or serving TJBA unless it has been determined by the Board on the basis of full disclosure of facts, that such interest does not give rise to a conflict of interest.

This policy statement is not intended to apply to gifts and/or similar entertainment of nominal value that clearly are in keeping with good business ethics and do not obligate the recipient. Any matter of question or interpretation that arises relating to this policy should be referred to the president for decision and for referral to the board of directors for decision, where appropriate.

I have received, read, and understand fully the Conflict of Interest Statement and will comply with the statement by bringing any potential conflict of interest situations to the Board for consideration.

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Signature Date

Article V Structure of the TJBA – Facilities & Teams

Section 1 Fields

The TJBA shall operate within the boundaries of the Tuslaw Local School District. The TJBA will use fields located at Beech Grove Elementary School, the grounds of Moffit Heights elementary School, Lions Club Park, and Forty Corners Church of God. Working agreements, when necessary, will be maintained between the interested parties regarding the use and maintenance of the fields.

Section 2 Divisions and Players

No player will be permitted to play up more than one year in all age groups.

The following age groups will play in the TJBA:

5 and 6 Tee-ball (Must be age 5 prior to April 30th)



7 and 8 Coach Pitch League

9 and up Kid Pitch

Maximum Team sizes: Amended 11-13 2012

7-8 12- players per team

9-10 11- for Hot Stove team \ 12- for the Perry League team.

11-12 11- for Hot Stove team \ 12- for the Jackson League team.

13-14 11- for the Hot Stove or Wayne County \ 12- for the Jackson League team.

Team Formation:

1) Add up how many players signed up to play at each level. 9

2) Add up how many head coaches signed up at each level.

If the number of players signed up at an age level is more than the max, but less than enough to form another team and have a coach.

A) Find out who hasn't signed up that played last year and call them.

B) Ask others to play up, if they are ready.

C) Send players down who asked to play up.

If the number of players at an age level is more than the max, and no head coach.

A) See if a coach and his kid want to play up, if they are ready.

B) Send players down who asked to play up.

Selecting players to send down:

A) Ask for volunteers.

B) Using a combination of evaluations (from Dave Burkett), if available and interview previous years coach to gauge the skill level of all players involved.

C) The board will vote to see who will play up and who'll be sent down.

The demarcation date for determination for any player will match the demarcation of associate league cut off dates.

Teams will be kept together as much as possible as the children move up in age. Teams will be adjusted based on the number of players who sign up each year.

Coach or manager requests may be made during player signups. Requesting a manager or coach will not guarantee that team assignment. These requests are to be addressed at the January or February Board meeting, and shall be decided upon at that time. Specific extenuating circumstances will have to exist for the Board to approve such an assignment.

### Section 3 Eligibility

Registrations will be accepted for players outside of the Tuslaw School District. However, once registrations are complete, if the team formations do not permit for a reasonable number of players based on Tuslaw registrant, TJBA reserves the right to refund registration monies to the applicant outside of the Tuslaw School District and not permit placement on a team. Players who may play from outside of the Tuslaw School District will be reviewed on a case by case basis and be subject to all league rules, fees, and fundraisers.

### Section 4 Uniform Policy

Uniforms for the TJBA will consist of a jersey and a hat. The TJBA will provide the uniforms for the players. The Board shall approve of all uniforms prior to ordering for the season. Vendor selected to provide such uniforms shall be decided upon by the Board and will represent vendor with the most suitable quality and pricing beneficial to TJBA. Vendor selection shall be subject to quotes and pricing as appropriate for the best interest of TJBA and in accordance with bid specifications.

Pants, belts, and socks, if a team should choose them, are the responsibility of each team manager. The manager shall arrange for the purchase of the selected additional items from the vendor of their choosing. TJBA will not be financially responsible for these items.

The uniform policy will be strictly adhered to. There will be no deviation from this policy without the approval of the Board.

### Article VI League Insurance

TJBA players will be covered by insurance under a blanket accident insurance.

### Article VII Parent Participation

Parents should accept the fact that they must shoulder some of the responsibility and take initiative to make the TJBA program successful. The TJBA is not a club in which membership implies babysitting benefits and/or entertainment privileges. Parents are expected to participate in the effort to provide their child with the proper guidelines for successful participation in the TJBA.

Practically speaking, the TJBA is an adult volunteer work program constructed and supervised by parents who desire to make its benefits extend to their children.

Each parent should join in the total effort. Parents are encouraged to participate in the TJBA effort. The burden of the operation of TJBA should not fall on a few. Parents who shirk their responsibilities can not expect others to assume their burden.

#### Section 7 Player Evaluations

It is the intent of TJBA to reserve the right to perform skill level evaluations of players as appropriate. The purpose is solely for the optimal placement of players to ensure the best possible experience for each individual player. Skill level reviews are designed to generate teams that will provide the best possible combination of skill, competitiveness, and teamwork while combining the proper mix of athletes for the optimal "team" experience. It is important to TJBA to give every player the most playing time possible. The evaluations are a tool that will provide assistance for TJBA Board Members and Officers in forming the teams.

#### Article VII Amendments

These bylaws will be reviewed annually at the September Board meeting. At such time, amendments can be suggested to the Board.

These bylaws may be amended by a 2/3 vote of the Board of TJBA.

These are the Bylaws which govern the Tuslaw Junior Baseball Association, adopted by the membership on **December 9, 2012**.

The TJBA prohibits discrimination in all of its activities and programs.

#### FALL BASEBALL

TJBA will assist in registration of fall baseball teams. Any coach willing to take a team to a fall league must approach the TJBA board, president, or VP and be approved for the age group. That coach then must set his own registration fee and solicit his own players. The team roster will consist of 10 - 14 players. TJBA will provide the individual registration form and medical form. It will be the responsibility of the coach to collect this paperwork, collect money, collect copies of birth certificates, and to fill out the registration paperwork required for the league he wishes to play in. The coach will then turn all money in to TJBA and TJBA will submit the league registration form with the fee to the fall league. This will keep all teams covered by TJBA insurance. Teams must turn in at least enough money to cover the registration fee. If the team raises extra money through registration fees collected, they may purchase a new fall uniform shirt only. There will be no sponsorship requests or fundraising done for fall teams.

Amendment to article 5, Section 2:

TJBA will allow one team per age bracket to participate in SSBL per year.

Any coach wishing to take a team to SSBL will contact the board and appear at the June meeting to be approved by the board.

Coaches approved by TJBA to form a team for SSBL will hold open tryouts by September 30th. Tryouts for each age group are open to any player who meets the age requirement for that team, has played in TJBA for at least one year, and who has played a minimum of 1 (one) year in kid pitch. A board member must be present at try outs.

The players for each team are determined at the discretion of the head coach.

80% of each team must be a resident in the Tuslaw Local School District OR a student at a Tuslaw Local School.

Each member selected to play on a SSBL team must fill out a registration form and submit the registration fee by October 15th.

Registration fees will be the same as the TJBA spring registration. Registration fees will be credited toward players shirt and hat uniform, toward a 20 game season, and all league fee and umpire fees. Any tournaments that the head coach should wish to register will be at his team's own expense.

A SSBL team may hold fundraisers. All fundraisers must be approved by the TJBA board and must conclude by February 1.

Funds earmarked for a SSBL team will be credited towards tournament registration and umpire fees, indoor practice facilities, and one additional uniform jersey if desired. An additional team jersey style is to be chosen by the head coach but the provider and logo will correspond with TJBA uniforms.