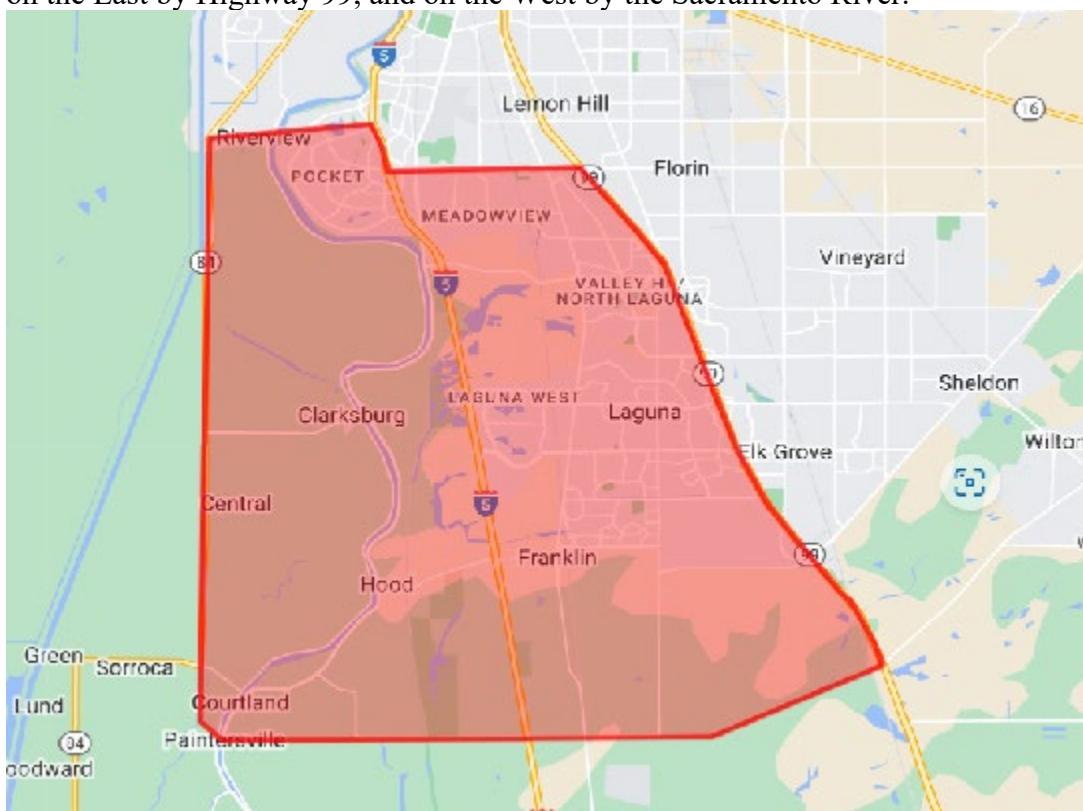


## Laguna Youth Baseball League Bylaws A California Corporation

- 1.1 **Name:** The name of this organization is the Laguna Youth Baseball League hereafter referred to as LYBL. Adopted by the Board, hereafter referred to as the “Board,” on July 6, 2004, with subsequent amendments.
- 1.2 **Purpose and Objectives:** The primary objective of LYBL is to develop and promote in children (usually of ages five to twelve) through the medium of properly supervised and competitive baseball: 1) good sportsmanship, 2) understanding and respect for rules, coaches, and umpires, 3) courage in defeat, 4) tolerance and modesty in victory, and 5) a spirit of cooperation and team play. In the attainment of this objective, the instilling of a desire to win, or the winning of games, is to be the secondary objective.
- 1.3 **Boundaries:** LYBL is bounded on the North by Florin Road, on the South by Dillard Road, on the East by Highway 99, and on the West by the Sacramento River.



- 1.4 **Authority:** LYBL shall be governed by the Bylaws and Coaches Manual adopted by the Board, except when the governing National Presidents Handbook, official National Rule Book, or Major League Rule Book supersede those rules. The governing authority of LYBL, whose powers are designated in the Bylaws, shall be vested with the Board.

1.5 **Annual Meeting:** An annual public meeting of the Board will be held each **October** on a date to be designated by the LYBL President. At least one week's notice will be provided through the LYBL website. The residents of the LYBL's participation boundaries will be given the opportunity to provide written questions, comments, or make two (2) minute oral presentations. The order of business at the annual meeting shall be as follows:

- A. Call to Order
- B. Roll Call / Introduction of Board Members
- C. Upcoming Season Financial Budget Summary
- D. Welcome Community Members
- E. Open Forum Questions and Answers with the General Public
- F. Conclusion of the community meeting. Community dismissed
- G. Final Board Meeting Items
- H. Adjournment

1.6 **Changes:** Any proposed amendments to these bylaws shall be submitted in writing and read at a regularly scheduled Board meeting. A vote shall be taken at the next regularly scheduled meeting requiring a simple majority to pass. **All proposed changes shall be posted on the website 2 weeks prior to the board vote to allow the community/league an opportunity to express concerns or support of the proposed rule change.**

2.1 **Board:** All citizens and parents/guardians of children within the boundaries of LYBL are eligible to be nominated and elected for any board position. It is the responsibility of the outgoing Board to determine if the nominated person is qualified for the position. All board positions will have a term of one (1) year beginning in August and running through July of the following year. Each member of the board will have full voting privileges. At the last meeting held in July, the Board will consider the candidates for the upcoming year's Board and the outgoing Board will then vote to determine the members of the Board for the upcoming year. The voting to determine the members of the new Board (for both returning members and any new members) shall be by anonymous vote to be tallied by the President or VP. The new positions will be effective at the first meeting in August. Any Board member may be elected to successive terms.

2.1.1 **Youth Protection Policy:** The Board shall adopt a LAGUNA YOUTH BASEBALL LEAGUE YOUTH PROTECTION POLICY to serve as guidance for all LYBL Board members and volunteers to satisfy the requirements of Business and Professions Code section 18975, et seq. and Babe Ruth League, Inc.

2.1.2 All members of the Board must adhere, fulfill, and submit to the requirements outlined in the LAGUNA YOUTH BASEBALL LEAGUE YOUTH PROTECTION POLICY as adopted each by the Board. This includes, but is not limited to, training on child abuse and neglect identification and reporting – in addition to child abuse prevention training, background check(s), and requirements relating to child supervision and child abuse reporting. If any section of the LAGUNA YOUTH BASEBALL LEAGUE YOUTH PROTECTION POLICY is offended, a Board member may be asked to step down without recourse to the Board. A Board member may be reinstated upon clearing up any derogatory errors on the background check and passing a new background check. All members of the

Board shall sign a Non-Disclosure Agreement (NDA). **Board members can be removed from the Board should they violate the NDA at any time.**

2.2 **Executive Committee (EC):** The EC positions whose terms expired will vacate their offices annually at the first board meeting in August. Any member of the EC can accept an appointment to be a Division Manager except for the President. New EC members for the following year will be nominated and voted on at the first board meeting in August and their positions will be effective immediately. The EC is responsible for all oversight and administration of the All-Star tournament teams. The EC positions are: (1) President; (2) VP; (3) Treasurer; (4) Secretary; (5) Player Agent; (6) Director of Operations; (7) Event Coordinator; (8) If available, Past President (9) Equipment Manager; (10) Snack Bar Manager; (11) Fields Manager; and (12) Apparel/Uniform manager. The duties of each of these positions are as follows:

2.2.1 **President:** Responsible for overseeing and facilitating all Board Meetings. Represent LYBL at all District, State or National functions as appropriate. The President, through his/herself and/or his /her designee, represents LYBL at the **field user and annual meetings with Cosumnes Community Services District.** The President is responsible for maintaining all filed permits and insurance necessary for LYBL operation **as well as Babe Ruth Compliance and charter upkeep.** The President also must have been a board member the previous year to be considered for the position. The President or designee will have access to the financial records of the organization.

2.2.2 **Vice President (VP):** Oversees coaching and games. The VP is the coaching coordinator for LYBL teams. In this capacity, the VP is responsible for all matters related to obtaining, developing, monitoring, and certifying coaches, implementing any discipline as directed by the Competition and Rules Committee (CRC), and will co-chair the protest committee. The VP also oversees the Division Managers, and the Master Scorekeeper oversees persons who are in charge of coaching and/or player clinics.

2.2.3 **Treasurer:** Responsible for the fiscal accountability of LYBL. Create and maintain the LYBL budget. Monitor Sub-Committee budgets (i.e., Fields, Snack Bar). Responsible for preparing and filing any LYBL financial documents (i.e., Tax Returns, Letters of

2.2.4 **Secretary:** Responsible for recording and distributing all pertinent information and decisions made by the Board. Responsible for maintaining, updating, and distributing the bylaws.

2.2.5 **Player Agent:** Responsible for the registration process. Responsible for registering all players in the Major, Minor, AAA, and AA divisions. The Player Agent has final say in all matters of placement or movement of players including drafted players. Will provide the Board with the number of teams needed for the Major, AAA, and AA divisions. The Player Agent plans for and coordinates the competitive division tryout process and the competitive division drafts.

2.2.6 **Director of Operations:** The Director of Operations oversees the operational components of LYBL including, but not limited to, the following positions/functions: Master Scheduler, Fields Manager, Equipment Manager, Snack Bar Manager, Apparel, and Social Media

Manager

2.2.7 **Event Coordinator:** The Event Coordinator oversees the persons who are in charge of the various LYBL events that occur throughout the year including, but not limited to: Fundraising, Home Run Derby, Academic All American, Opening Day, Divisional All-Stars, Pre-State Tournament, and State Tournament.

2.2.8 **Equipment Manager:** Responsible for purchasing and distributing equipment and overseeing an operating budget directly related thereto. Responsible for obtaining and maintaining all equipment including, but not limited to the following: balls, catcher's gear, trophies etc. Responsible for coordinating the equipment and distribution through the Division Managers.

2.2.9 **Snack Bar Manager:** Responsible for staffing, operating, and maintaining LYBL's snack Bar. Responsible for operating budget for the same. Every member of the Board will serve as a member of the Snack Bar Committee in support of the Snack Bar Manager.

- Subcommittee - Additional persons, agreed upon by the board, working under direct supervision of the Snack Bar Manager, may assist in the daily operations of the snack bar such as opening/closing/stocking/depositing cash in the safe. Will agree to handle cash properly and should any discrepancies arise, the board can/will discuss removal from the subcommittee.

2.2.10 **Fields Manager:** Responsible for the maintenance of all fields and necessary equipment and supplies, to be used by LYBL for games and practices. Responsible for operating budget for the same. Coordinates with the Parks Department and the Elk Grove Unified School District regarding maintenance of non-LYBL operated fields. Attends the Elk Grove Youth Sports Association Meetings with the President.

2.2.11 **Apparel/Uniform Manager:** Responsible for the design, purchase, distribution and/or sale of spirit wear and team uniforms. Typically, will set up a booth at all of the big annual events as well as Saturdays during the season. Voting Board Positions: In addition to the members of the EC, the following positions are also voting Board positions: (1) Division Managers; (2) All-Star Coordinator; (3) Social Media Manager; (4) Event Coordinator and (5) Master Scorekeeper. The duties of these positions are described below.

2.2.12 **Division Manager (DM):** There will be one DM for each pair of divisions - one DM for Majors/Minors, one DM for AAA/AA, and one DM for A/Rookie. The DMs are responsible for communicating all information to and from the Board to the Managers in their division and coordinating volunteers to work the snack bar. The DM is responsible for issuing and collecting all required equipment and uniforms to and from the Managers in their division. The DM is also responsible for ensuring their coaches in their division (minimum one per team) attend LYBL scheduled on-field coaching clinics. The DM is responsible for supporting and training umpires. **Division Managers cannot manage the division that they are currently coaching in or have a child/player in.**

2.2.13 **All-Star Coordinator:** If LYBL is hosting a Pre-State, State or Regional Tournament, this person performs the administrative and coordination activities, scheduling tournament teams to work snack bars and field shifts during the pre-state tournament and during the state tournament. They also interface with the District, State or Regional Commissioner on tournament related items. This is a non-voting position and serves as the liaison for the All Star Coaches and the board. The All Star Coordinator ensures the coaches are prepared for their respective All Star tournaments with the proper paperwork as well as assists in the coordination of All Star Tryouts and All Star Coach Interviews.

2.3 **Appointed Board Positions:** Appointments to these positions are made by the EC and the person may or may not be a voting member of the Board. Being in an appointed position does not give those persons the rights and privileges of a Board member unless stated below. They serve at the will of the EC and operate under the direction of the EC through the VP, the Director of Operations, and the Event Coordinator. Some of the appointed positions are as follows:

2.3.1 **Social Media Manager:** Responsible for the posting and upkeep of the social media accounts associated with LYB. This can include posting information about upcoming events and taking pictures. This position has voting privileges.

2.3.2 **Opening Day Coordinator:** Responsible for scheduling, coordinating, and overseeing the opening day ceremonies and related events. This is a non-voting position.

2.3.3 **Home Run Derby Coordinator:** Responsible for scheduling, coordinating, and overseeing the Home Run Derby and related events. This is a non-voting position.

2.3.4 **Master Scorekeeper:** Responsible for scheduling, coordinating, and overseeing the scorekeeper's clinic for the Competitive Division teams. This person is also responsible for auditing all of the scorebooks of the Competitive Division teams at least once per season. This position has voting privileges.

2.4 **Rules of Order:** Robert's Rules of Order shall be deemed as adopted at all LYBL meetings unless otherwise agreed to by the participants.

2.5 **Quorum:** One-half (1/2) plus one member of the current sitting Board members shall constitute a quorum.

2.6 **Spouses/Significant Other(s):** If two family members (spouses or significant others) are serving on the Board concurrently as Board members, in the event that the Board discusses one of the spouses, the other spouse needs to leave the room and also cannot vote on the matter. For purposes of a quorum, the spouses will not be counted in determining a quorum. If both spouses or significant others are on the Board, one can attend meetings via Zoom.

2.7 **Meetings:** Regularly scheduled EC meetings are to be held twice a month, if needed, during the regular season, starting in January and ending with the second meeting in July. The full Board will meet once a month at a time and place to be designated by the President. Should the need for additional or fewer Board meetings exist, the President has the

discretion to call such additional meetings or cancel meetings. Meeting times during regular season play will be 8:00 pm unless a later start time is deemed necessary. Off-season meeting times are to be set by the President. The subsequent meeting date, time and location will be announced prior to the conclusion of each meeting. The agenda for the meetings is as follows:

- A. Call to Order
- B. Roll Call
- C. Review of Minutes
- D. President's Report
- E. Treasurer Report
- F. Fields Report
- G. Player Agent Report
- H. Equipment Report
- I. Committee Reports
- J. Old Business
- K. New Business
- L. Good of the Game
- M. Adjournment

2.8 **Vacancies:** Any vacancy on the Board shall be filled and approved by the majority vote of the EC. This shall take place at the first available meeting following notification to the Board of the vacancy.

2.9 **Absences:** Any member missing two (2) consecutive meetings without notification to the EC or four (4) meetings during their term can be removed from their position, at the discretion of the EC. Removal: Any Board member that knowingly violates LYBL rules and policies or places personal gain above the welfare of LYBL can be removed from their position with a majority vote of the EC.

2.10 **Voting:** Each member of the Board shall have one (1) vote, and must vote in person or via Zoom. Any Board member holding two (2) or more positions on the Board shall still have only one (1) vote. The President will vote only in the event of a tie vote. A Board member may submit their ballot to a vote at an emergency meeting to the President or Secretary if they are unable to attend the meeting when the vote is to be taken. The ballot must be submitted in writing (email or text) no later than 24 hours before the meeting.

2.10.1 **Attendance:** Board members must attend 80% or more of Board meetings to be eligible to vote.

2.11 **Falsification of Records:** Falsification of any records shall be grounds for disciplinary action.

2.12 **Rules:** Teams, parents, and LYBL Officials shall abide by all LYBL and National Rules. A plea of ignorance to the Bylaws, LYBL Coaches Manual, or National Rule Book is not a sufficient defense, and violators may expect appropriate disciplinary action.

2.13 **Financial Responsibility:** All Board members responsible for handling money shall be required to make a written report at every Board meeting listing the amount of money received and spent. The President will appoint an audit committee at the first July meeting to audit the “books” for a final financial report due at the first August meeting.

3.0 **League Divisions and Alignment:** LYBL shall be divided into 6 divisions using age as a general guideline as follows:

- A. Major Division consists primarily of 11 and 12 year old players.
- B. Minor Division consists primarily of 10, 11 and 12 year old players.
- C. AAA Division consists primarily of 9 and 10 year old players.
- D. AA Division consists primarily of 8 and 9 year old players.
- E. A Division consisting primarily of 6 and 7 year old players.
- F. Rookie Division consisting primarily of 5 and 6 year old players.

4.0 **Players:** All registered players will either be drafted or placed on a team.

5.0 **Competition and Rules Committee (CRC):** The CRC will convene to rule on protests and behavioral/ conduct issues brought before the Board regarding players, coaches, and parents. The CRC is made up of the following: President, VP, Secretary, DM, and a parent at-large. There will be a pool of parent volunteers to select from for the parent at-large position on the CRC. The EC will approve the pool of parent names. The parent at-large cannot be a parent of a player in the same division as the individual being brought before the CRC. The parent at-large cannot sit on two successive CRC dates.

Any ruling by the CRC may be appealed to the EC. The procedures for the CRC are outlined in the LYBL Coaches Manual.