



# CONSTITUTION



## East Brandywine Youth Association Baseball

East Brandywine Township, Pennsylvania

Ratified by the Membership on:

### **PURPOSE AND GOALS**

East Brandywine Youth Association Baseball (EBYA Baseball) exists for one reason: the children of our community. EBYA Baseball provides the opportunity for young people to learn how to play the game of baseball and advocates having fun, developing teamwork, and displaying good sportsmanship and good behavior both on and off the field. Developing sound baseball skills, playing fair, and enjoying the sport are the fundamental principles of EBYA Baseball. While winning becomes more important in the older age groups, good play and teamwork are always stressed at all skill levels. EBYA players, parents, and coaches are expected to follow the common sense principles set forth in the EBYA Pledge, which is included in this handbook. Each player, parent, and coach is required to read the EBYA Pledge and adhere to its principles. With the goal of keeping the program fun and familyfriendly, EBYA Baseball has a zero tolerance policy toward violations of the Pledge. All violations of the principles or spirit of the Pledge will be subject to disciplinary action.

# Article 1

## Description and Function of the Association

Section 1. The Association will be composed of four Divisions, one known as Major, one known as Minor, one known as Rookie, and one known as T-ball.

Section 2. The Association will be governed by a Board of Directors. The Board of Directors (Board) shall consist of the following members: The Officers of the Association listed in Article II Section 1 of the Constitution voted by the Membership at the annual fall meeting.

Section 3. The Association will meet at least once annually, in the fall. The President may call any additional meetings he/she deems necessary. A quorum will consist of one-third the membership.

Section 4. The Board will meet a minimum of quarterly. A legal act of the Board shall consist of a majority vote of the qualified voters present. A quorum shall consist of six (6) members of the Board, authorized and present. The President may call any additional meetings as he/she deems necessary.

## **Article II**

### **Officers**

Section 1. Officers shall be elected by the membership at annual fall meeting, with the terms of office to be one year. Should an office become vacant during the term, the President may appoint a replacement.

The Officers shall consist of:

President  
Vice President  
Secretary  
Treasurer  
Equipment Manager  
Major Division Commissioner  
Minor Division Commissioner  
Rookie Division Commissioner  
T-ball Division Commissioner  
Fall Season Commissioner  
Member-at-Large  
Member-at-Large

### **Members**

Section 2. Members of the Association will consist of current Board Members, current coaches, and any person sincerely interested in active participation to affect the objective of the Association. Each member will have one vote for each Officer position being elected.

### **Rules Committee**

Section 3. The Rules Committee shall consist of 6 members: the Rules Chairperson and one coach from each League, appointed by the respective Division Commissioner.

### **Volunteer Coordinators**

Section 4. League volunteers (Fund Raising (sponsorship) Coordinators, Opening Day coordinator, Tournament Directors, Snack Bar coordinator, and Field Maintenance coordinator) are appointed by the President and require a majority vote of the board for final approval. Officers will have one vote for each position being selected.

## **Article III** **Powers and Duties**

### **President**

Section 1. The powers, duties and responsibilities of the President are as follows:

1. Direct and guide the Association.
2. Carry out the will of the members as expressed by a majority vote.
3. Represent and speak on behalf of the Association.
4. Preside at meetings of the Board.
5. Carry out such other duties as requested by the Board.
6. Supervise the Four Division Commissioners in the performance of their responsibilities.
7. Appoint a Supervisor of Umpires for the Association.
8. Nominate Fall League Commissioner for Board approval.
9. Oversee individual responsible for communications to local news media.
10. Appoint and over-see all *ad-hoc* study committees.

### **Vice-President**

Section 2. The powers, duties and responsibilities of the Vice President are as follows:

1. Assist the President in the performance of his/her responsibilities.
2. Act for the President in his/her absence.
3. Over-see *ad-hoc* study committees as directed by the President.
4. Undertake any such other duties assigned by the President.

### **Treasurer**

Section 3. The powers, duties and responsibilities of the treasurer are as follows:

1. Receive all monies for deposits/disbursement and maintain the association's checking and savings accounts.
2. Keep an exact account of all receipts and expenditures of monies and all monies

- on hand.
3. Prepare an accurate, written and current Treasurer's report for all Board Meetings. This is defined as a financial sheet including income, expenditures, and year-to-date account balance.
  4. Pay all bills in a timely manner.
  5. Oversee and direct all fundraising projects for the Association. This includes registration of participants, the annual Candy Sale, Snack Bar and the financial accounting for all tournaments hosted in Keene.
  6. Prepare all records for an annual audit and file Federal Non-Profit Organization Form 990EZ with the Internal Revenue Service.
  7. Prepare annual Budget for approval by the board.
  8. Undertake any such duties as assigned by the President.

## **Secretary**

Section 4. The powers, duties and responsibilities of the Secretary are as follows:

1. Handle all correspondence for the association, as directed.
2. Maintain a current list of Board Members, Team Managers, Team Rosters and Umpires.
3. Keep a record of all the meetings of the Board and the Association, and provide each board member with a copy of the minutes from each meeting.
4. Undertake other duties as assigned by the president.

## **Equipment Manager**

Section 5. The powers, duties and responsibilities of the Equipment Manager are as follows:

1. Select and maintain all equipment. Maintain an inventory for all equipment.
2. Establish and maintain a replacement system for all equipment.
3. Prepare bid specifications on uniforms, bats, balls and other equipment necessary for league play. Bid specifications, with type and quantity of equipment, are to be presented to the Board for approval of purchases for the next season.

4. Solicit an appropriate number of bids on equipment purchases in excess of \$250.00. The bid shall be awarded to the lowest bidder, who meets terms and specifications.
5. Issue Board approved purchase orders. Forward purchase orders and invoices to the Treasurer for payment.
6. Submit a written report to the Board as to equipment replacement and purchases.

## **Commissioners**

Section 6. The powers, duties and responsibilities of each Division Commissioner are as follows:

1. Coordinate with League Vice-President to prepare their respective Division schedules.
2. Recommend ground rules for each field at which games in their respective Divisions are to be played.
3. Keep current standings in their respective Divisions. Not applicable for Rookie and T-Ball divisions.
4. Call meetings of the team managers in their respective Divisions as necessary, to resolve questions and problems make recommendations concerning program administration and bring unresolved problems to the Board.
5. Obtain and Maintain rosters for their respective Divisions.
6. Check player eligibility by reviewing the rosters of their respective Divisions as to age, team affiliation and participation.
7. Conduct a draft of players for the various teams within a Division in compliance with the Association player selection (draft) system.
8. Coordinate the scheduling of makeup games.
9. Arrange for playoffs where applicable.
10. Appoint a rules committee representative for their respective Division.
11. Bring all recommendations for changes of rules before the Board of Directors for their vote.
12. Provide interpretation of all rules, as requested.

## **Team Coaches**

Section 7. The powers, duties and responsibilities of the Team coaches are as follows:

1. Cooperate with the Board of Directors to see that the objectives of the league are fulfilled.
2. Encourage and exhibit good sportsmanship on and off the playing field.
3. Conduct sufficient practice sessions to afford their players a reasonable opportunity to benefit from the baseball program and to attend games and practices.
4. Ensure that all players participate in accordance with League rules.
5. Do their best to implement the provisions and best intentions of this constitution and by-laws.
6. Elect officers at annual fall meeting.
7. Attend and participate in all association meetings.
8. Complete the Cal Ripken Coaching Certification program

## **Article IV** **Amendments**

1. This Constitution may only be amended at a duly called Association meeting, with a minimum of 15 days notification.
2. A two-thirds majority vote of the membership present is required to amend this Constitution.

## **Article V** **Board of Arbitration**

The Arbitration Board shall be made up of members as follows;

1. The President, the Commissioner of the Division involved and the Supervisor of Umpires of the League involved.

2. No member of the Arbitration Board shall sit in judgment if their team or any member of their team is involved. The remaining members plus a member of the Association appointed by the President shall sit in judgment.
3. The Arbitration Board shall settle all disputes concerned with other members of a team.

## **Article VI**

### **Dismissal from the Association**

Section 1. Any member of the Association may be removed by a two-thirds vote of the Board membership.

Section 2. Said individual must be notified by certified mail of the specific charges.

Section 3. A meeting will be scheduled on a date agreeable to both parties, not to exceed 30 days from the date of notification. At said meeting, the individual will be presented the opportunity to show just cause why he/she should not be removed from his/her position.