

# Lago Vista United Baseball Bylaws

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## 2020-2021

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## **Article 1 – Name**

This organization shall be known as Lago Vista United Baseball (herein referred to as LVUB and League), an affiliation of Baseball and Softball.

## **Article 2 – Mission Statement**

LVUB seeks to instill in the youth of the community ideals of good sportsmanship, honesty, loyalty, courage, and reverence, so they may be finer, stronger, and happier youths who shall grow to be good, clean, healthy adults.

This objective shall be reached by providing supervised competitive athletic games. The Board, Head Coaches, Assistant Coaches and League Volunteers shall bear in mind at all times that the attainment of exceptional athletic skill or the winning of games is secondary to the prime objective of molding our future citizens.

## **Article 3 – Membership**

Membership into the League shall be open to parents/guardians of children who are currently registered and/or playing in the current year's fall or spring league, parents/guardians of children who have played in the previous year's fall or spring league, anyone who has volunteered in any capacity within the League in the last 5 years or Board members from the past 5 years. This group of people will be referred to as Members.

Members will be considered to be in good standing as long as they do not have any open balances due to the League and they are not currently serving a suspension handed down to them from the League or any other league.

The League reserves the right to run a background check on any Board Member, Head Coach, Assistant Coach, Parent, or League Volunteer that works or may work in close contact with the League's players (children). If any of the above has a background check that identifies any felony conviction related to children, drug abuse, or violence (i.e. battery, assault, rape), he/she will be automatically excluded from participation in the League. Any misdemeanor conviction will be considered on a case-by-case basis and will not trigger an automatic exclusion.

## **Article 4 – Board of Directors**

The League shall be governed by a Board of Directors (herein referred to as, the Board) comprised of elected officers, commissioners and directors serving one-year terms.

Anyone serving on the Board shall be a non-paid volunteer and 18 years of age or older. The Board shall consist of the following:

Officers – President, Vice President of Baseball, Vice President of Softball, Secretary & Treasurer

Commissioners and Directors – Commissioner of Baseball, Commissioner of Softball, Director of Concessions, Director of Equipment, Director of Field Maintenance, Director of Fundraising & Sponsorships, Director of Registration & Uniforms, Director of Social Media & Website and Director of Umpires

Each officer, commissioner and director shall have one equal vote on any matter brought before the Board. A simple majority of the filled Board positions will constitute a quorum of the Board and no action may be taken without a quorum at any meeting. Specifically, vacant board positions will not count towards the total number of board positions when calculating a quorum.

The Executive Board for the Board of Directors shall be comprised of the Officers listed above in this Article.

Board Members are required to attend a minimum of 75% of the regularly scheduled board meetings unless excused by the League President. Any such absence shall be recorded on the official minutes. Non-compliance with this provision may result in removal from the Board.

If a vacancy on the Board is created because of death, resignation or lack of nomination, the Board shall have the ability to fill the vacancy through a vote of the Board. If any Board member shows an inability to perform the duties of their position, becomes a member not in good standing or fails to meet the 75% standard set forth above, the Board, by a majority vote, shall have the ability to remove the said Board member. Such an action will only be done after the Board member in question is given a reasonable opportunity to address the Board in executive session regarding their actions, inactions, absences, etc. The vacancy created by this process will then be filled through a vote of the board.

### **Article 5 – Board Member Responsibilities**

Every Board member shall have a fiduciary responsibility to the League and shall make sound decisions when voting. No Board member will be personally responsible for League expenses and LVUB shall be solely responsible for all Board approved expenses.

The following are the responsibilities for each Board member.

**President:** The President is the general representative of the Association. The President shall oversee all aspects of all activities of the League and the work of the Board members, committee chairs, commissioners, and volunteers. The President shall preside over all board meetings.

The President shall be elected through the process contained in Article 6 and shall be a member in good standing of the League.

**Vice Presidents:** The Vice Presidents of baseball and softball are responsible for the direction of their respective leagues. The Vice Presidents are responsible for the registration and draft process for each division of their respective leagues with the help of the appropriate Commissioner. The Vice Presidents are also responsible for scheduling in each division of their respective leagues. Nothing in this section precludes a Vice President from using any and all help from coaches and other volunteers as needed to accomplish their responsibilities.

If the president is absent, whichever Vice President is present shall assume the role and duties of the President. If both Vice Presidents are present, the Vice President who has served on the League Board the longest shall assume the role and duties of the president. If both the Vice Presidents joined the Board at the same time, a coin flip shall be done by the Secretary. The Vice President of Baseball shall be given the designation of heads and the Vice President of Softball shall be given the designation of tails.

The Vice President of Baseball and the Vice President of Softball shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Secretary:** The Secretary is responsible for all communication disseminated to the Board. The Secretary shall record meeting minutes for all Board meetings. It is also the Secretary's responsibility to keep an attendance record and a voting record in a manner and for a length of time as set out in the Board's retention policy. The Secretary shall also serve as an election coordinator and shall be responsible for tallying votes during an election.

The Secretary shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Treasurer:** The Treasurer is responsible for all financial business pertaining to the LVUB. The Treasurer shall provide a comprehensive monthly financial report to the Board. The Treasurer shall be responsible for the collection of all registration fees. This may be done through a payment processor via a website. The Treasurer will ensure that there is at least one level of oversight on the financial records. The Treasurer shall file all taxes and non-profit status paperwork. Nothing precludes the Treasurer from

employing a bookkeeper or certified public accountant to assist in this if needed with a vote of the Board. The Treasurer will coordinate with the Secretary to ensure financial records are kept in a manner and for a length of time as set out in the Board's retention policy. The Treasurer shall also create an end of year balance sheet to be made available to Members. The balance sheet shall include all income and expenses for the previous year ending June 30 each year for full disclosure of the League's finances to the Members.

The Treasurer shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Commissioners:** The Commissioners of Baseball and Softball are responsible for resolving disputes over rules as well as any other issue arising within their respective league. The Commissioners are also responsible for assisting their respective Vice President in overseeing the draft of relevant players within his/her league. They are responsible for overseeing any "trades" between teams during the draft. The Commissioners are responsible for helping the appropriate Vice President to run all aspects of their respective league. The Commissioners are also responsible for running the All Star process as set out in Article 22 along with the Vice President for their respective leagues.

The Commissioners are the first person anyone should report a dispute that may arise between coaches, players and/or parents. If the Commissioner cannot resolve the dispute, he/she will bring the dispute to the Board for action.

In the event that either Commissioner has a conflict of interest because of a relationship with an involved party, the other Commissioner shall be brought in to address the issue. The Commissioners shall not be allowed to coach in their respective league.

The Commissioners shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Concessions:** The Director of Concessions is responsible for the operation of concession stand. The Director of Concessions will order and procure supplies needed for day-to-day operation of the concession stand(s). The Director of Concessions is responsible for the scheduling of volunteers as needed to operate the concession stand. The Director of Concessions is responsible for coordinating opt-out programs and training individuals who work the concession stands (e.g. opening, cleaning, and closing of the stands). The Director of Concessions is also responsible for recommending food and beverage options and appropriate pricing to the Board for final approval.

**Director of Equipment:** The Director of Equipment is responsible for purchasing and maintaining equipment used by League. The Director of Equipment shall distribute and collect equipment owned by LVUB in a timely fashion, and present monthly reports to the Board regarding the state of equipment and any equipment not returned. The Director of Equipment will coordinate with the Treasurer and Board on purchases of new equipment.

The Director of Equipment shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Field Maintenance:** The Director of Field Maintenance is responsible for the general maintenance of the League fields, preparing the fields for play, off-season maintenance and planning for long-term field maintenance needs of the League. Nothing precludes the Director of Field Maintenance to contract any or all of this work out with approval from the Board to authorize such expenditures or to use volunteers to accomplish the same.

The Director of Field Maintenance shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Fundraising and Sponsorship:** The Director of Fundraising and Sponsorship is responsible for fundraising activities throughout the year (league apparel sales, bake sales, etc.). The Director of Fundraising and Sponsorship is also responsible for acquiring business sponsorships for the League and supplying appropriate recognition for those sponsors (e.g., signs, banners).

The Director of Fundraising and Sponsorship shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Registration and Uniforms:** The Director of Registration and Uniforms is responsible for overseeing league registration for all official league seasons. The Director of Registration and Uniforms will bring any registration related costs to the Board for approval. The Director of Registration and Uniforms will be responsible for maintaining changes to the league members as the season runs and may share this responsibility with other Board members.

The Director of Registration and Uniforms is also responsible for the selection, ordering and dispersing of uniforms. The Director of Registration and Uniforms shall solicit at least two bids for uniforms and bring the bids to the Board for a decision. The Director of Registration and Uniforms will communicate with the Board, specifically the Treasurer, regarding the total uniform cost per player prior to registration opening for the spring season. If the League has scheduled a normal fall baseball or softball, the Director of Registration and Uniforms shall have the same responsibilities for that season.

The Director of Registration and Uniforms is also responsible for merchandise sales during registration and throughout the season. The Director of Registration and Uniforms should work with the Director of Fundraising and Sponsorship where necessary.

The Director of Registration and Uniforms shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Social Media and Website:** The Director of Social Media and Website is responsible maintaining the League's social media presence in whatever platforms is needed to reach the majority of parents in the Lago Vista area. The Director of Social Media and Website is also responsible for posting information to these platforms in a timely manner as directed by the Board of the Board's actions. If the Director of Social Media and Website has any expenditures, he/she will bring them before the Board to vote prior to spending any money.

The Director of Social Media and Website is also responsible for all activities related to the LVUB website, including the reporting of any fees associated with the website. The Director of Social Media and Website will post information provided to them onto the LVUB website. It is the responsibility of the Director of Social Media and Website to keep the website up to date with games, scores, weather information, and rescheduled games.

The Director of Social Media and Website shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Director of Umpires:** The Director of Umpires is responsible for all umpires participating in League baseball and softball games that require an umpire. The Director of Umpires shall coordinate with the Treasurer for payment of umpires. The Director of Umpires is responsible for grievances brought forward by umpires regarding coaches and coaches regarding umpires. Such grievances are to be brought to the Board by the Director of Umpires for action.

The Director of Umpires shall be elected through the process contained in Article 6 and each shall be a member in good standing of the League.

**Executive Board:** The Executive Board is responsible for the investigation of disciplinary concerns regarding players, coaches, parents, and umpires and will report their findings to the Board during an executive session. The Executive Board will make recommendations on action to take according to the LVUB bylaws and/or Rules.

***All positions are subject to other duties as assigned by the League President. Failure to maintain a status of "good standing" with the League will automatically trigger a vote of the board to remove the said***



***Board member from office. Nothing in this document precludes a Board member from using volunteers to help them accomplish their duties.***

### **Article 6 – Election of Board Members**

No later than June 30 of each year, the Secretary shall ensure that notice of the upcoming election is posted prominently on the field house located at the “Upper Field” located at 8039 Bar K Ranch Rd Lago Vista, TX 78645. The same notice shall be posted on all the League’s social media accounts and prominently posted on the League’s website. This notice shall advise the membership of when and where the election will be held and how to run for a Board position.

Starting July 1<sup>st</sup> of each year, Members may begin to declare that they are running for a Board position by sending written or electronic notice to the Secretary stating which Board position they would like to run for.

The election of all Board positions will take place the 1st Thursday in August at 7:00pm at the field house or any other place designated. The League should try and coordinate with the school system to use a facility that can hold more people than the field house for the night of elections. Ideally, this will be done in time to include this information on the June notice of election.

Voting rights for all Board position elections are granted to any parent/guardian of a child who is currently registered and/or currently playing in the current year’s fall or spring league and any parent/guardian of a child who played in the previous year’s fall or spring league as long as the parent/guardian is in good standing as defined in Article 3. Only one vote per family will be allowed and all votes must be made in person.

Upon tallying the results of the election, the newly elected Board members will be announced and shall immediately take office for a term of one year. The new Board’s names and contact information will be posted to the League website in a timely manner and the outgoing Secretary shall notify all parties concerned.

All outgoing members will prepare materials needed for a smooth transition and contact parties involved to handoff the position. In an ideal situation, this handoff will take place at the August “Election” meeting after the new Board takes office.

### **Article 7 – Meetings**

At least one regularly scheduled Board meeting shall be held each month and it shall be open to the public. Meetings may be held in person or the Board may utilize technology to meet via teleconferencing or videoconferencing solutions. No action may be taken

without a quorum present for any meeting. The Board is also permitted to take action via an electronic mail vote if such a decision is needed prior to the next regularly scheduled Board meeting. At the September Board meeting, the Board should set a meeting schedule for the rest of the Board's term ending with an "Election" meeting on the 1<sup>st</sup> Thursday of August. The resulting meeting schedule shall be posted on the League's website.

An Emergency Board meeting may be called at any time by the League President or upon written request of at least three members of the Board to the President. These meetings will only address emergency matters (e.g., discipline or emergency expenditures). The President will give at least 24-hours notice to the entire board.

If after calling for an Emergency Board meeting, the President finds that there will not be a quorum present to take action, he/she may call a meeting of the Executive Board to make a decision on the matter. The President must advise the entire Board of his/her intention to call the Executive Board together to take action.

The President will also call a meeting of the Executive Board to deal with grievances and protests as described in Article 12. There shall be no requirement of the President to advise the Board of this action prior to the meeting; however, the calling of an Executive Board meeting, information regarding the grievance and/or protest heard and the ultimate action taken shall be reported to the Board at the next scheduled Board Meeting.

The President is responsible for conducting all meetings in a timely manner. If an agenda item exceeds a reasonable amount of time, it may be tabled until the next meeting at the President's discretion. The President shall have the right to ask a disruptive participant or attendee to leave a meeting if necessary. Robert's Rules of Order will be followed for all meetings.

Board meetings may go into executive sessions to discuss private matters such as discipline, grievances, personnel issues and/or personnel policies. Any board member may make a motion to go into executive session and upon hearing a second and a vote of the board, the board may go into executive session. Once in executive session, the public will be asked to leave until the meeting is reopened to the public after the executive session is concluded.

All matters concerning administration of the League, expenditure of funds, general day-to-day operations, and field operation of the baseball and softball programs shall be decided by a simple majority vote of the Board at a regularly scheduled Board meeting. In the event that the Board establishes committees with committee chairs, those chairs shall give a report to the Board if the committee has met since the last Board meeting. If a committee chair cannot be present at a meeting and he/she has a

report, he/she shall give the report to President or any other Board member who can present the report on the behalf of the chair.

Unless emergency issues are needed to be addressed, the August “Election” meeting should only consist of handling the election and allowing time for outgoing and incoming Board members to work through a transition.

### **Article 8 – Fundraising and Sponsorships**

The League operates financially through several revenue streams including contributions from sponsors and supplemental fundraising activities as described herein. Sponsorship fees shall be established based on the expected and/or anticipated expenditures of that particular year as well as the reasonable expectation to fulfill the sponsorship needs for that year.

Sponsorships are normally contracted on a year-to-year basis and need to be renewed annually per season according to the sponsorship agreement. In the event that a sponsor would like an extended relationship to be tied into a single sponsorship, the Director of Fundraising and Sponsorship shall bring that information to the Board for a vote. Fundraising and sponsorship activities shall be approved by a majority vote of the Board at regular scheduled Board meetings. The League shall assume full ownership and responsibility of equipment purchased with contributed funds.

### **Article 9 – Registration**

On top of the revenue collected under Article 8, a portion of the league’s finances come from registration fees. Registration fees shall be established based on current price of franchise fees, insurance fees and equipment and uniform costs of that particular year.

The Board shall make attempts to keep registration fees as stable year over year as possible. Registration shall be opened as early as possible in an attempt to keep local children from playing in other leagues. The Board shall have the right to choose which registration platform to use to facilitate League registration.

Any special requests (i.e. siblings playing together, siblings playing on different teams), must be made at time of registration.

## **Article 10 – Financial Policy**

The Board shall decide by a majority vote on all matters pertaining to the finances. All income shall be placed in one (1) common bank account. Only the President and the Treasurer shall have signing authority for the bank account.

Expenditures shall be directed in a manner which shall not give any division, or any individual team, an advantage over another as to equipment, uniforms, etc.

The Board must authorize the payment of all expenses as submitted by each Board member. A Board member MUST present a valid receipt and/or invoice to be reimbursed.

The Concessions Committee Chair and the Director of Field Maintenance or their designee shall be authorized to spend up to \$250 without prior Board approval. A valid receipt and/or invoice are required for reimbursement.

Spending beyond these set amounts requires prior approval from the Board.

The League Treasurer shall review and track all expenses and income and submit an updated financial condition report at each regular Board meeting. This shall consist of all current monthly income and expenses. The Treasurer shall ensure that there is at least one level of oversight of the finances. The use of a CPA or someone in a similar capacity will satisfy this requirement. The Board shall make a decision on when to conduct audits of the League finances.

Income collected over and above yearly budgetary items shall be reinvested into equipment, fields, and maintenance of current fields to keep a safe and fun atmosphere for our players.

## **Article 11 – Standing Committees**

It is recognized and understood that the League will not be successful without people volunteering to help with the work that comes with running the League. One way that the League will use these volunteers is through both standing committees and regular committees. Both types of committees may be comprised of Board members or non-board member volunteers. The role as a committee member is a non-voting, advisory role. The exception to this is that a Board member with voting rights may vote on an issue even if that Board member also sits on a particular committee. The Chairperson for each standing committee is expected and required to make reports to the Board either through their own attendance or by communicating their report to a Board member who will be present at the meeting to give their report for them. Committee

Chairs shall be appointed by the League President for standing committees. Nothing restricts a Board member from also serving on a Committee or as a Committee Chair.

The standing committees to be filled annually are the Coach Selection Committee and the All Star Selection Committee. The Board shall fill the Coach Selection Committee at the start of each board year. When the need arises, other regular committees (i.e. concession committee, fundraising committee, etc.) may be formed as deemed necessary by the Board and/or it's members to carry on the functions of the League. These regular committees do not need a chair person appointed by the President of the League and will be led by the Board member in charge of the area the committee will work in.

Below is a list of responsibilities for Coach Selection Committee.

**Coach Selection Committee:** The Coach Selection Committee is responsible for receiving and reviewing applications for those wishing to be a Head Coach for the next upcoming season. The Coach Selection Committee is responsible for selecting people who will be Head Coaches and taking those names to the Board for approval. The Coach Selection Committee is also responsible for reviewing those people who wish to be Assistant Coaches to ensure that all Assistant Coaches meet League standards set out in this document. The Coach Selection Committee shall be made up of at least the President, the respective Vice President, Secretary and respective Commissioner. Any and all other Board members are encouraged to assist this committee.

The Board will also create and fill an All Star Selection Committee as set out in Article 22.

## **Article 12 – Grievances and Protests**

The League understands that from time to time, head coaches, assistant coaches, players and parents might take issue with a particular decision or outcome. This article is written to give guidance on how to handle these issues.

A grievance is an official statement of a complaint over an action, decision, etc. that runs contrary to the League bylaws. A protest is an official statement of a complaint over an action, decision, etc. that runs contrary to the rules of play adopted by the League.

All grievances and protests must be in writing, dated, and signed. For any grievance and/or protest without this information, no action will be taken. Grievances and protests shall be studied and acted upon by the Executive Board.

Protests shall be in accordance with the rules. Any Board-approved Umpire/Interlock contract or agreement protest procedures shall take precedence over this article. Only the head coach, or person acting as the head coach of a team, may file a grievance and/or a protest.

Grievances and/or protests shall be submitted to any Board member within twenty-four (24) hours after the completion of the game or action in question. Any Board member who receives a grievance and/or protest shall give a copy, paper or digital, to the League President within 12 hours. Grievances and/or protests shall be discussed and acted on by the Executive Board in the presence of the head coaches concerned within five (5) calendar days after receipt by the League President.

Executive Board decisions made in this article may be appealed to the Board. This appeal request shall be made in writing, paper or digital, to appropriate Commissioner within 72-hours of the Executive Board's judgment. If there is no such Commissioner appointed at the time, the written appeal request shall be made to the President. In such instances, the Board shall give, at the next regularly scheduled Board meeting, its decision on the appeal and that decision is final and not appealable.

### **Article 13 – Discipline**

The League understands that while it may not ever be the intent for a head coach, assistant coach, player, parent, volunteer, committee member and/or Board member to engage in behavior that is less than what is expected by the League, people are human and people make mistakes. This article is written to establish guidelines to be used to handle these situations.

In the event that a head coach, assistant coach, player, parent, volunteer, committee member and/or a Board Member violates one of the personal conduct rules adopted by the League, or acts in such a way to bring discredit to the League, such incident shall be reported to a Board member immediately. In the event that such incident is potentially of a criminal nature, the police shall be called immediately as well.

The disciplinary action processes for head coaches, assistant coaches, players, parents, volunteers, committee members and/or Board Members will be as follows:

Once an incident is reported to a Board member, that Board member shall notify the President within two hours. Upon this notification, the President shall convene an Emergency Board meeting within 72 hours of the incident. If a quorum will not be met, the President may trigger an Executive Board meeting to deal with the issue. For both an Emergency Board meeting or an Executive Board meeting, the accused will be invited to attend and will be allowed to defend themselves and their actions. Whatever elected body is convened shall make a decision prior ending the meeting. The following

are possible resolutions to an incident: no sanctions are made, a suspension from League events for a defined time period may be levied, permanent suspension from League or removal from position and/or team.

If an Emergency Board meeting is not held because of a lack of a quorum and an Executive Board meeting is held instead, any decisions made by the Executive Board in that meeting may be appealed to the Board. This appeal request shall be made in writing, paper or digital, to the President within 72-hours of the Executive Board's decision. In such instances, the Board shall give, at the next regularly scheduled Board meeting, its decision on the appeal and that decision is final and not appealable. When dealing with an appeal, the Board may impose any of the above resolutions regardless of what the Executive Board's original decision was.

### **Article 14 – Division Ages**

In terms of determining which division a player will play in, the League will use the chart below to make the determination. Each year will go from August 1 to July 31 (Fall baseball to Spring baseball/all-stars). In the event that CenTex Allstars and/or USSSA changes their date used for determining which division to place a player into, the Board may vote to amend this section at a regular board meeting. The League shall consist of the following divisions:

<b>Division</b>	<b>Age</b>	<b>Birth date</b>
LVUB Baseball 4U Division	4 year old players	Age as of April 30
LVUB Baseball 6U Division	5 & 6 year old players	Age as of April 30
LVUB Baseball 8U Division	7 & 8 year old players	Age as of April 30
LVUB Baseball 10U Division	9 & 10 year old players	Age as of April 30
LVUB Baseball 12U Division	11 & 12 year old players	Age as of April 30
LVUB Baseball 14U Division	13 & 14 year old players	Age as of April 30
LVUB Softball 8U Division	8 years and younger	Age as of December 31
LVUB Softball 10U Division	10 years and younger	Age as of December 31
LVUB Softball 12U Division	12 years and younger	Age as of December 31
LVUB Softball 14U Division	14 years and younger	Age as of December 31

An eligible Player may register and play in only one division per season. Any exceptions must be brought before the Board at a regularly scheduled Board meeting for review and approval. Players playing in more than one division are subject to covering registration and uniform costs for all teams on which they participate.

## **Article 15 – Head Coaches and Assistant Coaches**

It is the intent of the League to maintain its Head Coaches and Assistant Coaches for as long as those Head Coaches and Assistant Coaches wish to stay involved; their background check remains clear; and they perform satisfactorily to the League's guidelines and bylaws.

Anyone interested in becoming a head coach or assistant coach shall apply by completing an application form furnished by the League. All applicants must be a minimum of eighteen (18) years of age. Applications shall be returned to the respective League Vice President within the established deadline. If a team is in need of a Head or Assistant Coach(s), the deadline may be waived by the respective League Vice President.

All applications for Head Coach shall be reviewed by a Coach Selection Committee and approved by a vote of the Board. The Coach Selection Committee shall employ a "selection process" approved by the Board for determining each new season's head coaches. The selection process may take into consideration a variety of factors (e.g. review of coach's applications, end-of-season parent surveys, written complaints, feedback received through the league e-mail address). The "selection process" may be reviewed and changed from time-to-time. However, the Board reserves the right to make the final selection of all head coaches in the League.

Head Coaches and Assistant Coaches applying for positions that they held the year prior are not automatically guaranteed to be assigned back to the same team, to move up a division and take a team, or to be granted a new team. As part of the review process, all returning Head Coaches and Assistant Coaches will be subject to a review of their previous year's performance. At the discretion of the Board, an in-person review may be required to review suitability with the League expectations.

The Coach Selection Committee shall also review applications of Assistant Coaches to ensure that the applicants meet the rules set out by this document. Assistant Coach selections will be made by the Head Coach of each team. The Head Coach also has the right to dismiss any Assistant Coach at any time without approval of the Coach Selection Committee and/or Board.

Issues with Head Coach and/or Assistant Coach behavior should be reported and acted on as described in Article 13.

Any Head Coach or Assistant Coach who, while engaged in performing duties related to his/her position in the League, is accused of inflicting verbal abuse on League players, parents of players, umpires, or other interested persons connected directly or indirectly with the League, shall be immediately suspended pending an investigation by the



Board or Executive Board into the allegation. The Board shall be the sole determinant in defining verbal abuse.

Any Head Coach or Assistant Coach who, while engaged in performing duties related to his/her position in the League, is accused of inflicting physical abuse on League players, parents of players, umpires, or other interested persons connected directly or indirectly with the League, shall be immediately suspended pending an investigation by the Board or Executive Board into the allegation. The Board shall be the sole determinant in defining physical abuse. This accusation will also result in the immediate removal of the Head Coach or Assistant Coach from the ballpark. Local law enforcement shall be notified by any Member who has knowledge of the incident.

Any Head Coach or Assistant Coach who relinquishes his/her position during a League season, without good cause and approval of the Board, shall not be considered for re-entering the League in either position within that same season.

Any member of the Board who elects to be a Head coach or an Assistant Coach for a team must abstain from voting on any game issue brought before the Board which involves his/her team or a game involving his/her team.

Head Coaches shall sign for and assume full responsibility for returning all equipment to the Director of Equipment and Field Maintenance and the equipment shall only be used for League practices and League games approved by the Board. Head Coaches shall be responsible for returning all equipment to the Director of Equipment and Field Maintenance upon completion of the team's last scheduled League game or another date set by the Director of Equipment and Field Maintenance. Failure to comply shall result in a review of the Head Coach by the Board and an invoice for the cost of the equipment to be sent to the Head Coach.

Head Coaches shall be responsible for reporting all injuries of any personnel under their supervision as follows:

- a. Report all injuries that require medical attention.
- b. Complete the insurance form, including a written statement explaining the incident, nature of injury, date, time, and location of the injury.
- c. Head Coaches will coordinate with the Board and the player's legal guardian to prepare any required insurance reports.

After all League games and practices, it shall be the responsibility of the Head Coach to ensure that no player is left on the premises (playing field or parking lot) without adult supervision.

Head Coaches may not serve as the Head Coach for more than one team during the same season without prior approval from the Board. Assistant Coaches may not work with more than two teams during the same season without prior approval from the Board.

## **Article 16 – Players**

Any child meeting the requirements of age as set forth in Article 14 shall be eligible for participation in League play. A candidate shall not be eligible to participate in League play until the registration application and medical release forms are filled out completely, and the registration fee is paid in full or a financial hardship has been allowed by the Board. The request for hardship assistance must accompany the player application at the time of registration and must have Board approval. All applicants requesting hardship assistance must sign and fulfill a work detail or payment agreement. The hardship includes the cost of registration, uniform (shirt and hat), and year-end team awards (trophies). If payment or a hardship assistance approval is not received prior to the League draft, the player shall not be drafted or be eligible to participate in the League.

If a player sustains an injury during any league sponsored event which requires medical attention rendered by a physician, the player's parent/guardian must present a doctor's release to the their Head Coach and a copy to the respective Commissioner before the player will be allowed to continue playing. If there is not a Commissioner for the league that the player is assigned to, the release shall be given to a Board member.

A player may be suspended and temporarily removed from a team and/or the League, by their Head Coach, Division Commissioner or any Board member. Suspension for more than one game and/or permanent removal from a team or the League requires Board approval. Grounds for suspension and temporary removal include using foul or abusive language or gestures, physical violence towards another person during a League event, persistent disciplinary problems, intentional throwing of bats or equipment and other actions that would be considered serious misconduct.

For those players accused of intentional throwing of bats or equipment, the punishment for a first offense will be a verbal warning. The punishment for a second offense within a season will be removal from that game and a one game suspension, and the punishment for a third offense within a season will be removal from that game, a suspension to be determined by the Board and the player, his/her parent/guardian and Head Coach shall appear before the Board at the next Board meeting to discuss the situation and to determine the length of suspension. Upon a third offense, a player shall not play in any future games until the Board has reached a decision. Participating League Head Coaches shall notify the respective Commissioner of all removals from any League game for intentionally throwing bats or equipment. The Commissioner shall notify the Board of all such reports.

A player may appeal a decision by a Head Coach, Commissioner or any Board Member to suspend that player to the Board. This appeal request shall be made in writing, paper or digital, to the President within 72-hours of the decision to suspend or remove the player. In such instances, the Board shall give, at the next regularly scheduled Board

meeting, its decision on the appeal and that decision is final and not appealable. When dealing with an appeal, the Board may uphold the decision or may overrule it.

Any player ejected from a game by an Umpire shall automatically be suspended for their team's next game. A player may appeal this suspension to the Board. This appeal request shall be made in writing, paper or digital, to the President within 72-hours of the ejection. In such instances, the Board shall give, at the next regularly scheduled Board meeting, its decision on the appeal and that decision is final and not appealable. When dealing with an appeal, the Board may uphold the suspension or may overrule it.

In all cases where a player shall appear before the Board, they must be accompanied by their Head Coach and a parent/guardian. Removal of a player from the League should be a last resort and only used in the most egregious of cases.

If a player leaves the League (team) mid-season and then wants to return to the League, that player shall return to their previous team, only after an opening exists.

Player releases may only be obtained through the consent of the respective Commissioner, with Board approval, and only after sufficient cause is shown. Once a player is released from a team, he/she may not return to that team but he/she may be assigned to a different team if one has an open spot.

### **Article 17 – Selection of Players**

The League shall use the player draft system as set forth by this Article. The following are definitions to better explain the Draft System used by the League in creating teams:

**Eligible Player:** A registered player applicant who is not a protected player. This player must try-out and then be drafted through the draft system. Any LVUB registered player who is not protected and does not tryout will be considered a hat pick.

**Ineligible Player:** A player who has not fully completed registration, including any required documentation and payment of league fees. When applicable this includes securing a Board approved payment arrangement for hardship assistance. Ineligible applicants cannot be drafted or participate in any activity with the League.

**Protected Player:** A player applicant whom a Head Coach wishes to “protect” from being drafted by another team. A protected player is a player who was on a Head Coaches team the previous season and is playing in the same division as the previous season. Any children of a Head Coach and/or an Assistant Coach are automatically protected players. Any players who parents/guardians are not the Head Coach or Assistant Coach who a Head Coach wants to protect must sign a “Protected Player

Agreement Form”. This form must also be signed by the Head Coach. Under no circumstances may a Head Coach protect more than three players.

**Pool Player:** A pool player may be used to prevent a team from forfeiting a game. This uniformed player must be registered with the League. The pool player is to be placed in the outfield and listed as the final batter in a line-up. At no time will the pool player be placed in the infield or on the pitcher’s mound. At no time are pool players to be used to bolster a team for unfair advantage. No more than 2 pool players shall be used in any game. The spirit of this rule is to allow for games to be played when a team is short-handed. If a team uses more than 2 pool players, the game may be played, but the final score shall appear as a forfeit. A team may only use pool players to field a team of nine players. At 6U and 8U where 10 players are permitted, pool players may not be added to get a team to the maximum of 10 players.

### **Tryouts**

Registered players shall tryout under the guidance of the respective Commissioners, and the Board, assisted by head coaches and assistant coaches. Protected players are not required to tryout. Head coaches shall submit a list of assistant coaches to the respective Commissioner at least three days prior to the day of tryouts if possible. Exceptions to this rule are for coaching changes made due to an expansion team entering the draft or for new coaches who have not yet drafted assistant coaches.

### **The Draft**

Eligible players shall be selected by Head Coaches or their designee under the supervision of the Commissioner and/or any other Board member.

- a. Protected players shall be placed on a team as the team’s first, second, and third round draft choices before additional players can be selected from the eligible draft pool
- b. Head Coaches must protect their own child and the children of their assistant coach(es) (up to three players)

A player that is chosen in the draft with a sibling (in the same division) shall have the sibling automatically taken in the next round of the draft for that team (unless the parent has specifically requested that the siblings play on different teams).

Once protected players are placed into the first, second and third round slots for their respective, the draft will start with teams selecting eligible players who attended tryouts. For teams with less than 3 protected players, “leveling round(s)” shall be used to allow them to make ‘catch-up’ picks as needed until all teams have 3 players. At that point, the “snake” draft will begin. Once all eligible players who attended tryouts are selected, the hat picks will be placed onto teams. Hat pick player names will be placed in a container and drawn one at a time, assigning that player to the next team in the same snake draft order. Any and all trades shall be completed before the draft is completed. **Once the draft is completed, all rosters are final.** Any changes

requested after the draft must be approved by the Board at a regularly scheduled Board meeting.

Players in all divisions shall play on the team assigned in the draft process unless the Board rules that a player may move.

### **Article 18 – Schedules**

All schedules must be approved by the Board of directors for regular season play. All-Star schedules are exempt from this rule.

### **Article 19 – Facilities**

The League shall work with the City of Lago Vista and the Lago Vista Independent School District to create a relationship with one or both entities to ensure that the League has facilities to hold practices, games, tournaments and/or any other League functions.

The Board looks to all parents and players to take an active role in maintaining and supporting the facilities to keep the facilities in shape for game and practice use year-round.

The League is responsible for the welfare and safety of all players. Therefore, all Members including the Head Coaches and Assistant coaches, shall require all spectators to refrain from the use of: alcohol, illegal drugs, and tobacco products at any facility used the League and/or within 50 feet of the field of play. This is to include the scorekeeper's area and the concession stand area.

### **Article 20 – Game Play**

The League will follow the rules set out by CenTex AllStars for baseball and PONY for softball. The Board may change this upon a vote and such vote shall be recorded in the minutes. All Head Coaches and umpires shall agree upon field ground rules prior to the start of all League games.

Any Head Coach knowingly violating a League established playing rule shall be brought before the Board at its next regularly scheduled Board meeting to review the offense. The Board shall determine the severity and consequences of the infraction, including the potential change in the outcome of the game and may discipline the Head Coach with either a forfeiture of the game in question and/or suspension from League events

for a defined time period. In such instances, the Board's decision is final and not appealable.

All home team Head Coaches shall be responsible for field preparation and markings, clean-up of the home dugout and home stands after the game is complete, signature of umpire on the official scorebook and providing one volunteer who is at least 16 years old to work the concession stand. If there are no concession stand workers from the home team, the game clock will not be delayed but start of play may be delayed while the home team Head Coach works to find a volunteer.

All League Visiting team Head Coaches shall be responsible for cleanup of the visiting dugout and its stands, emptying garbage cans for both dugouts, and raking and dragging the field after the game.

### **Article 21 – Non-League Events**

Any team participating in events or tournaments that are not sanctioned by the League will be responsible for their own entry fees, uniform cost, and any other directly related expenses. The League will not be responsible for the selection of team players, head coaches or assistant coaches for any non-sanctioned events or tournaments. Nothing in this section prevents the League from sanctioning a tournament team put together with players from the League and allowing the team to use facilities and equipment owned by the League. This shall only be done with a written agreement that absolves the league from costs related to the team registration fees, uniform costs and travel fees. This shall only be agreed to by the Board if the League is not running a season during the time that the team is going to take part of tournaments.

### **Article 22– All-Star Teams**

The League partners with CenTex All-Stars for the League's post-season play in baseball and with the PONY League for softball. These partnerships may be changed through a vote of the Board and such vote shall be recorded in the minutes.

The objective of the All-Star teams is to induce sportsmanship-like competition among the players in the League to compete for positions on the All-Star teams.

There shall be one All-Star team selected from each division in the League. The Board shall budget for one team per division to help pay some of the costs associated with post-season play. The Board shall know an approximate cost for each All-Star player prior to the selection of All-Star players. Adding a second All-Star team in any division may be considered annually on a case-by-case basis. Board approval is required for

additional all-star teams. Additional all-star teams may be required to self-fund their team and tournament play.

Each all-star team shall consist of a Head Coach, no more than four Assistant Coaches, and 12 players. Additional players may be added as alternates per tournament rules but those alternates must cover all expenses to play).

The following rules shall apply to the selection of all-star teams for each Division:

1. Prior to the opening day of the League's season, an "All-Star Selection Committee" shall be formed. The members of this committee shall use a selection process set up by the Board to select players for All-Star teams that will represent each division. Committee participation shall be open to any Head Coach or Assistant Coach (limit one per team with the Head Coach as first option) in the division. Additional members, at large, may be added at the President's and/or the respective Vice President's discretion. The All-Star selection process determined by the All-Star Selection Committee shall be approved by the Board as soon as practical once the All-Star Selection Committee is formed.
2. The All-Star nomination process will begin in early April. Commissioners for each league will submit a request to their respective Head Coaches for nominations to the All-Star teams. Head Coaches should consult with their assistant coaches about prospective nominees. Head Coaches may nominate an unlimited number of players, but should carefully evaluate the player's ability to play at the highest level of All-Star competition. The list of nominees, along with parent/guardian contact information, will be forwarded to the respective Vice Presidents no later than April 25<sup>th</sup>. The Vice Presidents will review the nominees and consult with Coaches as appropriate to verify that no child deserving of nomination based upon demonstrated play has been excluded. Head Coaches will make contact with the corresponding parents/guardians and explain that their player has been nominated for All-Star play. Parents/guardians who are interested in having their player participate in the All-Star selection process must give an answer to the Head Coach by April 30<sup>th</sup>. Head Coaches shall forward these responses to their respective Vice President on April 30<sup>th</sup>. All participating nominees must have their eligibility confirmed by submitting a signed commitment form and posting a check for the all-star fee with the Treasurer no later than the first day of the end-of-season tournament. The list of prospective nominees will be e-mailed to all league coaches in the respective division by May 1<sup>st</sup>. Being nominated does not guarantee a spot on an All-Star team.
3. Meetings to select All-Star Head Coaches will be held by the respective Commissioner for each division in the last week of April. These meetings shall be attended by the respective head coaches, a Vice President, and at least 1 other Board member. The Vice President of Softball will oversee the divisional meetings for baseball and the Vice President of Baseball will oversee the divisional meetings for

softball. In each meeting, Head Coaches or his/her designee shall nominate and then vote on who should be the All-Star Head Coach. Any current Head Coach, Assistant Coach, Parent/Guardian who has a child playing in the division or former Coach may be nominated. There shall be one vote per team. The person with the most votes will be taken to the Board for consideration. In the event of a tie, the list of nominees and their number of votes will be forwarded to the Board. The Board will then vote on the nominees and the All-Star Head Coach will be determined by a majority vote. In the case the top nominee either declines or is not approved by the Board, the next nominee in order of votes shall be considered.

4. The All-Star Head Coach, after approved by the Board, shall then select their Assistant Coaches from that Division's Head Coaches, Assistant Coaches, Parents/Guardians who has a child playing in the division or former Coach as they see fit. The All-Star Head Coach will nominate those persons for Board approval through a majority vote. If an All-Star Assistant Coach nominee is not approved by the Board, the All-Star Head Coach will either use one less Assistant Head Coach on the All-Star team or he/she may put forward another nominee for the Board to consider through a majority vote.
5. In order to be considered for an All-Star Head Coach or Assistant Coach, a candidate for that position must commit to being available through the entire length of All-Star tournament play.
6. The All-Star player selection process will be conducted during the week prior to the season ending. Meetings will be held for each division that will be attended by the respective Head Coaches (or their designated representative), the respective Commissioner, the respective Vice President, and any other member of the Board. Each Head Coach, or his/her designee will present a list of nominees, give a brief synopsis of each player's ability, and rank their skill level as it relates to the spring season. After all players have been reviewed, a vote will be called. Only Head Coaches or his/her designee will vote. Each Head Coach or his/her designee may select up to, but not more than, 9 players from the list of nominees presented for consideration. The written votes will be tallied by the Commissioner or a Board member present and the top 9 players in total votes will be placed on the All-Star team for that division. In the event that the 9<sup>th</sup> player assignment on the team is a tie, a tiebreaker vote will be called to determine which player is chosen. If this vote is still a tie, this shall be resolved with a coin flip with the player with the last name closest to the beginning of the alphabet being heads and the other player being tails. The All-Star Head Coach will have 3 discretionary picks from the all-star candidate pool to complete the roster of 12 players.
7. Article 13 shall cover Head Coaches, Assistant Coaches and players during All-Star play.



8. All-Star rules will take precedence over league rules if the rules are in conflict.
9. The League will be responsible for all entry fees for approved all-star tournaments played. Teams that qualify to advance in all-star tournament play will be supported by the League by paying for entry and umpire fees for tournaments. If a team does not qualify, but is invited, it will be up to the team to make the choice to advance. At this point, it will be up to the team to pay for all entry and umpire fees for tournaments. The League will continue to keep these teams under our insurance for the duration of tournament play. All rules and the entire Bylaws will govern invited teams as well.
10. All-star players will pay a minimum of a \$50.00 fee to play All-Stars. This fee will cover the player's uniform and entry and umpire fees for qualifying tournaments. The League shall attempt to keep this fee as close to \$50 as possible. Players will not be asked for additional fees after the All-Star teams have been selected in regard to uniforms or qualifying tournament games. The League will not cover travel expenses. All travel expenses will be paid by the team and/or the parents/guardians of the players. The fee to be charged for playing All-Stars shall be voted on and approved by the Board prior to the start of All-Star teams being selected.
11. Fundraising to support an All-Star team is allowed but must be brought to the Director of Fundraising and Sponsorships for approval before moving forward. Fundraising should be coordinated between all of the softball and baseball all-star teams so as not to over-extend local businesses and League sponsors. An all-star team may hold fundraisers to help with expenses (i.e. car washes, bake sales, BBQ or pancake suppers, etc.). Blanket All-Star Sponsorships will be pursued and obtained by the Director of Fundraising and Sponsorships.

### **Article 23 – Revisions and Amendments to Bylaws**

Changes to the Bylaws can be brought to the Board by any Member at any time. Revisions and amendments to the League Bylaws shall require a majority vote of the Board. All changes shall be submitted in writing to the League Secretary in advance of a regularly scheduled Board meeting.

A Board conversation regarding the suggested changes to the Bylaws must take place at a regularly scheduled Board meeting. The change to the Bylaws will then be tabled for 30 days for review. The Secretary will coordinate with the Director of Social Media and Website to post changes on the League website and also e-mail copies to all Board members for review. At the next regularly scheduled Board meeting after 30 days has passed from the initial conversation, a second conversation on the Bylaws change shall happen between Members and the Board if Members and Board members wish to

speak on the changes. A Board vote on the bylaw changes will take place at that same meeting. If the Board votes to approve the changes, the newly approved Bylaws will take effect immediately and will replace the old Bylaws from that point going forward.

Bylaws will be reviewed by the new Board after elections in August. If needed, a bylaw committee can be created to suggest bylaw change to the board in accordance with this Article. Review of the bylaws should happen so that they any potential changes be implemented prior to the spring season.

### **Article 24 – Authentication of Bylaws**

The names of the Board as known at the September regularly scheduled Board meeting must appear on each copy of the Bylaws. This section is the only section that may be updated from year to year without a vote of the Board. The Executive Board shall sign a copy of the Bylaws. This signed copy shall serve as the official League copy.

#### **2020-2021 Board of Directors**

President: Brandon Rains  
 Vice President of Baseball: Will Herring  
 Vice President of Softball: Chris Hood  
 Secretary: Thomas Villarreal  
 Treasurer: Chad Matheson  
 Commissioner of Baseball: Vacant  
 Commissioner of Softball: Sean Callahan  
 Director of Concessions: Jennifer McCaughey  
 Director of Equipment: Vacant  
 Director of Field Maintenance:  
 Victor Arambula  
 Director of Fundraising and Sponsorship:  
 Patrick Tarlton  
 Director of Registration and Uniforms:  
 Brittni Arambula  
 Director of Social Media and Website: Vacant  
 Director of Umpires: Kurt Ferguson

#### **Executive Board Signatures**

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<b>President</b>	<b>Date</b>
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<b>Vice President/Baseball</b>	<b>Date</b>
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<b>Vice President/Softball</b>	<b>Date</b>
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<b>Secretary</b>	<b>Date</b>
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<b>Treasurer</b>	<b>Date</b>
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