

THE BUCKEYE BASEBALL AND SOFTBALL YOUTH LEAGUE  
CONSTITUTION DRAFTED May 6<sup>th</sup> 2012

- Article I. Name: Litchfield Youth Booster's d/b/a Buckeye Baseball/Softball Youth League ("BBSYL")
- Article II. Objective: To provide a supervised, safe, competitive, and educational sports program through development of skills and sportsmanship for eligible youths who reside in the Buckeye Local School district or who requests to participate in the league.
- Article III. Membership:
- A. Requirements for membership: Anyone 18 years of age or older and is either a resident of the Buckeye Local School District or who elects to participate in the BBSYL.
  - B. Voting Rights:
    - 1. This constitution or any section thereof may be amended or repealed by a majority vote of the voting membership at any duly constituted meeting. Members shall be those who have attended 4 meetings during the previous 12 (twelve) meetings and have accumulated at least 30 (thirty) hours of volunteer time per year to have voting rights. Board Members, Appointed Positions, Managers and Coaches are exempt from the 30 (thirty) hours of volunteer work. All others need to inform the Board of their volunteer hours at a General Meeting for documentation and Board approval. Hours turned in will be verified by the following meeting.
  - C. Amendments:
    - 1. Any member has the right to propose any amendment to the Constitution at any General Membership meeting. Such amendments must be submitted in writing to the Board of Directors and will be read aloud at a general membership meeting.
    - 2. The Board will review submitted ideas. Any amendments to the Constitution must be read, reviewed or made available at 3 (three) consecutive General Membership Meetings and then voted upon in the 3<sup>rd</sup> meeting.
    - 3. Any amendments must be passed by a majority vote of members with voting rights.
- Article IV. Organizational Structure:
- A. Board of Directors will be the President, Vice President, Secretary, Treasurer, Hot Stove Director, OGSO Director, T-Ball /Recreation Director, Concessions Manager, and Equipment Manager.

B. Appointed Positions for the BBSYL are as follows: Site specific Concession Stand Supervisor, Field Coordinator, Field Maintenance Manager, Umpire-In-Chief and (1) representative from each township, (Litchfield, Liverpool and York).

1. Site Specific Concessions Stand Supervisor: It shall be the duty of the Site Specific Concessions Stand Supervisor to maintain all aspects of the stand. Including but not limited to; maintaining stock, cleanliness and reporting to the Concessions Stand Manager of any and all items needed or issues within or around the stand.

2. Field Coordinator: It shall be the duty of the Field Coordinator to oversee and to make available a schedule which would accommodate all games and practices as required by the leagues game schedules. To communicate with the Umpire in Chief and all coaches requesting a field for games and practices.

3. Field Maintenance Manager: It shall be the duty of the Field Maintenance Manager to maintain the physical plant of the BBSYL (fields, buildings, machinery, equipment, etc.) to assist the President and the Board of Directors in determining what new construction can best be achieved, to furnish input to the Equipment Manager concerning equipment needs under his jurisdiction, such as bases, base anchors, etc.

4. Umpire in Chief: It shall be the responsibility of the Umpire in Chief to make available a training class for the current and new umpires of the BBSYL. He/she shall continue to educate, train, and watch over the umpires throughout the season, and preside over any and all protests that would occur during the year. The Umpire-In-Chief shall provide a current list of names and phone numbers of qualifying umpires. It is also his/her responsibility to schedule the umpires for games as required.

5. Township Representatives: It shall be the duty of the Township Representatives to attend scheduled "BBSYL" board meetings. To assure that their respective township is represented within the "BBSYL" and to offer input regarding their townships properties and residents when necessary. It is the responsibility of the Township Representative to act on behalf of their respective township in a good faith effort.

C. Eligibility for Board of Directors and Appointed Positions: Candidates in the BBSYL must be at least 18 years old and be a resident of the Buckeye Local School District or elect to participate in BBSYL.

D. Method of Selection:

1. Directors and/or Officers: One candidate for each office shall be elected at the November General Membership Meeting by receiving more votes than any other candidate. If no candidate is available for any office at normal election time, the normal procedure will be used to elect a candidate at the first General Membership Meeting following the availability of a candidate. New officers will take their seats on January 1 of each year. The Initial vote the Odd Year Officers will hold a one year term.

A. Odd Year Officers*	Even Year Officers*
President	Vice-President
Secretary	Treasurer
Hot Stove Director	OGSO Director
T-Ball Recreation Mgr.	Concession Stand Manager
Equipment Manager	

\*Based on year that officer takes their seat

B. All elected Board positions will be 2 years from the date of election.

C. The order of the vote shall follow the numerical order of listed positions found within Article IV (Organizational Structure) Section G (General Guideline of Duties).

D. Candidates may run for more than one office. Upon election of the first position (following the order of the vote) in which the candidate has run, he/she shall accept and then be removed from all other ballots of subsequent positions. No person may hold two elected positions on the board.

2. Yearly Nominations and volunteers for the Appointed Positions of Site Specific Concession Stand Manager, Field Coordinator, Head Field Maintenance Manager, and Township Representatives (Litchfield, Liverpool, and York) will be taken from the month of November to the month of January. Appointed Positions will then be announced no later than the February General Meeting.

E. Method of Removal:

Any Director or Officer who becomes unable or unwilling to perform his/her normal duties for any appreciable length of time shall be removed from office and replaced. Before the removal vote occurs, all Board Members must receive at least two weeks' notice of intent, in writing; giving cause and justification to remove. Removal will be decided by a majority vote of the entire Board of Directors.

F. Resignations/Replacements

The replacement of a Board Member will be effective as soon as possible to fill the vacancy. The "Method of Selection" will be used to fill the vacancy. The President shall be replaced by the Vice President automatically where the President has been removed or resigns.

## G. General Guideline of Duties:

1. President: It shall be the duty of the President to preside at all meetings, call special meetings, and organize committees. The President will also assume responsibilities for the operation of the BBSYL, along with the Board of Directors.
2. Vice President: It shall be the duty of the Vice President to assume the duties of the President any time the President is unavailable for duty. He/she will maintain a current list of eligible voting members and assist the President as requested in the operation of the BBSYL. The Vice President shall also maintain the website of the BBSYL.
3. Secretary: It shall be the duty of the Secretary to maintain attendance records, record the minutes of the meetings, record all transactions, provide for safekeeping of all important papers, and take care of the correspondence necessary for the operation of the BBSYL. All records pertaining to the previous years shall be turned in for the next years Secretary.
4. Treasurer: It shall be the duty of the Treasurer to accept for safekeeping and to disburse at the direction of the BBSYL. He/she will maintain an accurate record of the status of finances, report this status at each General Meeting and prepare an annual report for publication as soon as possible after the close of the organizational year. An audit of the BBSYL's books shall be performed by a CPA within the tax law after the close of the organizational year. The Treasurer shall pay no bills without the approval of the Board of Directors
5. OGSO Director, Hot Stove Director and T Ball-Recreation Director: It shall be the duty of the OGSO, Hot Stove Director and T-Ball/Recreation Director to help provide suitable candidates for a team manager for each team; to furnish input for the Equipment Manager, scheduling committees, etc., concerning the needs of the teams, to make investigations necessary to establish eligibility of players, to assist at Registrations, to maintain a record system which contains all pertinent information on each participant in the league, to arbitrate disagreements between managers when not covered elsewhere in this document, to guide managers in the performance of their duties and to create roster recommendations.
6. Equipment Manager: It shall be the duty of the Equipment Manager to purchase, maintain and be knowledgeable of current safety regulations regarding the playing equipment of the BBSYL. A review of the needs and approximate cost must be made with the Board of Directors prior to any significant purchase in order to ascertain feasibility of the purchase availability of the funds. The purchase of the equipment shall be made from the specifications of the Board of Directors of the division of which the inventory was taken. Equipment will be turned in and inspected at the end of the season from each team, The Equipment Manager will be required to submit an inventory list of all equipment at the end of the season to the Board of Directors.

7. Concession Stand Manager: It shall be the duty of the Concession Stand Manager to provide for the operation of the concession stand at all BBSYL functions. To provide for the stocking of the stand, organizing the people to dispense food and drink, accumulating profits and submitting a report to the Treasurer, and reporting to the Board of Directors each month.
8. The Board of Directors: It shall be the duty of the Board of Directors to run the BBSYL They shall be responsible for accepting or rejecting all applications for team managers. They shall vote favorable on all expenditures before disbursement is made, and-in-fact shall control all money matters of the BBSYL. To pass a motion it must receive a Majority vote by a quorum of Board Members present at a constituted meeting. Any and all items to be voted on by the Board will presented at a meeting prior to the vote.
9. Voting Membership rights of Referendum: Actions and decisions made solely by the Board of Directors may be subject to repeal by the voting membership of the BBSYL. Any request for repeal must be made at the time of announcement of the Board's decision. A vote of the matter will then be held at the same meeting. The decision of a majority vote of the eligible voting members present at the meeting will rule.

Article V. Team Structure:

- A. The BBSYL shall be divided into divisions such as, Hot Stove boy's baseball, OGSO girls' softball and T-Ball/Recreation Division. The number of teams in each division will be determined annually by the number of eligible players in each division.
- B. Each team within each division shall have a Manager and a maximum of 3 Coaches.
- C. Trades between managers will not be allowed.

Article VI. Team Managers and Coaches:

- A. The team manager shall be the one person responsible for the team. A coach is that person selected by the manager, with the approval of the Board of Directors, to assist the manager.
- B. Eligibility: Rules for establishing eligibility of candidates for Team Managers and Coaches shall be the same as for the Board of Directors candidates. They must be at least 18 years old and pass a background check.
- C. Method of Selection: Each person desiring to manage or coach a team will submit their interest to the Board of Directors. The Board of Directors will then select one Manager for each team.
- D. Method of Removal: Any manager or coach who becomes unable or unwilling to perform his/her duties for any appreciable length of time

shall be removed or replaced. Removal will be decided by a majority vote of the entire Board of Directors.

Removal for Inappropriate Conduct:

1. A written complaint shall be brought to the attention of the Board of Directors and they shall determine the validity of the complaint. In turn the Board of Directors shall notify the parties involved to determine if the complaint shall be dismissed or needs further attention.
2. A hearing can be called by the Board of Directors. The party the complaint is leveled against and any other parties involved in the complaint shall be present at the hearing.
3. Removal will be declared by a majority vote of the entire Board of Directors.

E. Replacement: The Board of Directors will recommend an eligible person to replace the removed manager as soon as possible after removal is effective. The replacement will be installed by a favorable vote of a majority of the entire Board of Directors: Removal and replacement should be effective at the same Board meeting when possible.

F. Duties: It shall be the duties of the Team Manager to:

1. Furnish information concerning the needs of his/her team to the Board of Directors.
2. To supervise the team at all practices, scheduled games, and to Attend meetings concerning the establishment of playing rules.
3. Designate an eligible replacement, when absent, to perform all duties, and to select a Board approved substitute coach when a regular coach is absent.
4. To be responsible for the conduct of the players, coaches and spectators on and around the playing field.
5. To assist the League in any fund-raising events.
6. To be responsible for the equipment & uniforms assigned to his/her team.
7. The Home Manager, Umpire, Board of Directors shall determine when fields are playable as soon as possible on the day of the game.
8. The team manager is responsible to prepare and line their assigned field.

9. It is the responsibility of the home team manager to notify the Field Coordinator of any canceled and/or rain-out games.

Article VII. Committees:

1. Appropriate and necessary committees shall be appointed each year by the President as soon as possible after the election.

Article VIII Meetings:

A. General Body:

1. Definition: As used in this document, the term "General Body" shall mean the public interest in the BBSYL.
2. Regular scheduled meetings of the General Body shall be held at the discretion of the officers. Minutes of previous meetings will be available.
3. Special meetings shall be called by the President.
4. A General Assembly quorum shall consist of any number of eligible voting members present with a quorum of the Board of Directors.
5. Procedure: Parliamentary procedures, according to Roberts Rules of Order, shall be used for all BBSYL, meetings except when they conflict with this Constitution.

B. Board of Directors:

1. Meetings: Meetings shall be called at the option of the President, and the Directors must be notified prior to the meeting. The President is required to call a meeting if so requested by a Board Member.
2. A quorum shall consist of the presence of 2/3 (two-thirds) of the membership of the Board of Directors. Vacancies existing on the Board shall not be counted as a member in the establishing of a quorum.
3. Procedure: Parliamentary procedures, according to Roberts Rules of Order, shall be used for all BBSYL Board of Directors meetings except when in conflict with this constitution.

Article IX. Playing Field: Scheduling of the playing fields is at the discretion of the Hot Stove Director, OGSO Director, T-Ball/Recreation Director and the Field Coordinator.

A. Conduct around the playing fields:

1. There shall be no intoxicating beverages on or within the vicinity of the playing fields before, during, or after the completion of any game.
2. There will be "NO" use of any type of tobacco products on any practice or playing field.
3. Profanity and/or abusive language by players, managers, coaches, or spectators shall not be tolerated on or near the vicinity of the playing field.
4. Failure to comply with these rules shall be cause for ejection from the game and the premises. This applies to spectators as well as Team Members, Coaches and Managers.

Article X. Player Registration:

- A. A registration will be accomplished each year for each participant in the BBSYL. The date of the registration will be set by the President after consulting with the Board of Directors. Late registration may be accomplished by a participant in his or her league with the approval of the Board Directors. Fees for both normal and late registration will be set by the Board of Directors.

Article XI. Rosters: Includes all divisions in the BBSYL.

- A. As soon as possible following the close of registration, a date for the rosters will be set by the Board of Directors.
- B. Reasonable efforts will be made to keep the teams the same from year to year with the decision of the managers and Board approval. If a new player requests a specific team or coach the manager of the team has first writ of refusal. If the player is refused by the manager the player may be placed on an open roster or the registration fee will be refunded.
- C. The decision of forming or eliminating teams will be decided between the Managers, Coaches and the Board of Directors.
- D. The team rosters are limited to a minimum of 9 and a maximum of 12 players. A roster can only be extended by the approval of the Manager and the Board of Directors.
- E. Rosters will be reduced by age, according to Hot Stove and OGSO cut off dates.
- F. Any player request for moving up a division must be submitted in writing (the player release form) to the Board of Directors for-review at the time of registration.
- G. The Board of Directors shall review and must approve the final roster results.



Article XII. Equipment and Uniforms:

- A. All equipment purchased by BBSYL shall remain the property of the BBSYL.
- B. Managers and Coaches shall exert reasonable effort to assure the best possible condition within the realm of normal usage. At the conclusion of each season, all equipment must be turned in to the Equipment Manager for his/her inspection and to determine the next years needs.
- C. Any equipment owned personally by Managers and Coaches must follow Hot Stove and OGSO rules.
- D. A reasonable uniform allowance will be allotted for each team. Upon The discretion of the coach and the financial arrangements he makes, uniform upgrades will be allowed upon agreement of players and parents.

Article XIII. Personal Gain: Anyone guilty of using the BBSYL or any office thereof for personal or material gain shall be banned forever from participation in the BBSYL. Verification of this guilt and the action as a result of this verification shall be the responsibility of the President and the Board of Directors. (Article VI, Section D.)

Article XIV. Violence: Anyone committing an act of physical violence against anyone else at the BBSYL shall forever be banned from participating in the BBSYL. Verification of this act and the action required as the result of this verification will be the responsibility of the President and the Board of Directors. (Article VI, Section D.)

Article XV. Playing Rules:

- A. All Boys Hot Stove League teams will adopt the Ohio Hot Stove Association rules.
- B. All Girls OGSO League teams will adopt the OGSO Rule Book.
- E. All teams must participate in the State Tournament. Board approval is needed for any team that is unable to participate in the State Tournament. That team will be responsible for any fees incurred.
- F. Each manager shall follow the protest procedure set forth in the book of rules by which they play. The Protest Committee shall consist of BBSYL Board of Directors. If one of these members is involved in the protest, he/she shall not have a vote in the final decision.
- E. Cost of the protest is \$50.00, non-refundable.

Article XVI. Facilities

A. Litchfield Ballpark: The Parcels of Land known as the "Litchfield Ballpark" were deeded to the Litchfield Youth Boosters for the purpose of providing the opportunity for recreational activity for area youth. It is the intent and obligation of the BBSYL to maintain the Litchfield Ballpark including any costs associated with routine maintenance, utilities, insurance, necessary improvements as determined by the Board of Directors, and other costs associated with the proper upkeep and operation of the property. It is the intent of the BBSYL to continue to utilize the Litchfield Ballpark's Baseball and Softball facilities in perpetuity.

B. Valley City Ballpark: The facility known as the "Valley City Ballpark" is owned by Olga Dobbins. She has given verbal permission to the BBSYL for full use of this facility at no cost to the BBSYL. The BBSYL will be responsible for any and all costs associated with routine maintenance, utilities, insurance, necessary improvements as determined by the Board of Directors and other costs associated with the proper upkeep and operation of the property.

C. Other Facilities: The BBSYL shall discuss with the owner of the facility the cost of using the facility including any maintenance, improvements, or utilities. Any and all costs must be presented to the board of directors for approval before that facility will be used.

Article XVII.

Copies of the Constitution shall be available by request.