

THE CONSTITUTION AND BY-LAWS OF Steel Valley Youth Baseball Association

Steel Valley Youth Baseball Association shall adopt the following
Constitution and By-Laws.

November 2008
Revised: February 2014

League ID # 2380401

Constitution

Article 1.

Section 1. Name

This organization shall be known as Steel Valley Youth Baseball Association (SVYBA), hereinafter referred to as SVYBA.

Article 2.

Section 1. Objective

- A. The objective of SVYBA is to teach the game of baseball, as one of the many possible aspects of a balanced childhood and adolescence.
- B. The reason for this objective is to implant firmly in the players, the idea of good sportsmanship, honesty, courage, and respect for authority, so that they may be well adjusted, stronger and happier, and will grow to be healthy, responsible, and trustworthy men and women.

Article 3.

Section 1. Executive Officers

The Executive Officers of the SVYBA are the President, Vice President/Baseball, Secretary, Treasurer, Player Agent, and Vice President/Non-Baseball (if not declared vacant). The Executive Officers shall form the “Executive Board” of the SVYBA. The Executive Board shall have the Executive authority of SVYBA. All “Executive Board” members are also members of the Board of Directors.

Article 4.

Section 1. Board of Directors

The Board of Directors shall consist of the Executive Officers, and a minimum of eight (8) and a maximum of fourteen (14) elected representatives as provided for in the By-Laws of the SVYBA.

Section 2. Removal and Replacement

When a 66% majority of a quorum shall agree that an Officer, Board Member, or Committee Member is incapacitated or has been grossly negligent in the performane of his or her duties as defined in the By-Laws, the Executive Board will declare the office or position vacant. Members choosing to abstain during voting will cause a quorum reduction by an equal number. There is no provision for rounding voting percentages. The Executive Board shall then select a replacement pursuant to the election procedures set forth in the by-laws.

Any Board Member missing three (3) consecutive regular meetings without a valid reason may be removed by a 51% majority vote. If a Board Member is unable to attend a meeting, it is mandatory to contact any Executive Board Member prior to the scheduled meeting. After 3 consecutive unexcused absences, the Secretary shall send a notice, by U.S. Mail, stating that the Board Member's position will be voted on to be vacated at the next scheduled meeting.

Article 5.

Section 1. Amendments

The Constitution and By-Laws of the League may be amended or repealed in whole or in part by a 51% majority vote of the filled positions of the Board.

Article 6.

Section 1.

Any League participant has the option to read the Constitution and By-Laws. All Executive Officers and Board Members must certify in writing or voice affirmation during a regularly scheduled meeting of the Board of Directors that they have read and understood the Constitution and By-Laws of SVYBA. The Secretary will record certification or affirmation by each Board Member.

Article 7.

Section 1. Failure Clause

In the event that SVYBA becomes insolvent or otherwise disbanded, all equipment and property shall be turned over to another league benefiting youth at the discretion of the Executive Board.

Article 8.

Section 1. Bank Information

SVYBA banking institution shall be: First Commonwealth of Pennsylvania.
All League money and financial transactions shall be handled through this establishment or its branches.

Section 2. League Mailing Address

SVYBA mailing address shall be: SVYBA
PO Box 3052
Trautman Street
Munhall, PA 15120

Article 9.

Section 1. Enabling Clause

This Constitution and By-Laws shall be operative when ratified by a 51% majority vote of the filled positions of the Board.

By-Laws

Article 1.

Section 1. Meetings

- A. The Board of Directors of the league shall reasonably attempt to meet a minimum of once each month for the purpose of receiving reports of funds and for the progress and the transaction of other business.
- B. The Board shall receive at either the August or September Annual Meeting a report from the President showing the property owned by the League, the amount of monies applied, appropriated or expended during the year and purposes, property or persons to or for which applications, appropriations or expenditures were made. The financial statement shall be filed and entered in the minutes of the meeting.
- C. The President may issue a call for a special meeting of the Board with a notice of at least 24 hours.
- D. At the option and discretion of the Board of Directors, the Board may appoint a Parliamentarian to assist with the conduct of the Meetings. If so appointed, the term of the appointment may not exceed 1 calendar year. The Parliamentarian may be re-appointed in succeeding years at discretion of the Board. The Parliamentarian in addition to assisting with the conduct of the Meetings, may be called upon by the Board, or any member of the Board to give advisory opinions as to the meaning and interpretation of either the By-Laws and/or Constitution of the SVYBA. However, any final determination of the meaning or interpretation of either the By-Laws or Constitution must be made by the Board in accordance with these By-Laws. Should a vote become necessary as to interpretation of either these By-Laws or the Constitution the Board shall make its determination as to the interpretation or meaning by majority (51%) vote.

Section 2. Presiding

The President shall schedule and preside at all meetings. In the event of absence or incapacitation, another officer will assume this duty, in the following order: Vice President/Baseball Operations, Vice President/Non Baseball Operations, Secretary, Treasurer, and Player Agent.

Section 3. Order of Business

The suggested order of business for the meetings of SVYBA shall be:

1. Call to order
2. Approval of minutes from previous meeting
3. Financial statement
4. Communications to and from 3rd parties
5. Reports of Officers and committees
6. Old or unfinished business
7. New business
8. Adjournment

At the discretion of the President, and in conjunction with the Parliamentarian, if one is so appointed, SVYBA Meetings may be conducted pursuant to guidelines setting forth the conduct of Board meetings, such as, but not limited to, Robert's Rules of Order.

Article 2.

Section 1. A Quorum

For conduction of the official business of SVYBA, a quorum shall be a minimum of fifty percent (50%) of the filled positions of the Board.

Article 3.

Responsibilities Of The Officers/Draft/Auxiliary Board

Each Board of Directors Officer will keep and maintain a dated log of events of major duties under their charge. Day-to-day activity need not be included but rather a time-line for completing major events and requirements before, during and after the playing season. This is for the purpose of facilitating an easier turnover to a newly elected officer when the current member vacates their office.

Section 1. President

The President is responsible for guiding the direction of SVYBA consistent with the goals and objectives of SVYBA. The President presides at all SVYBA meetings including, but not limited to, Executive Board and Board of Directors Meetings.

The President, or someone the President designates, receives all mail, supplies, and other communications from third parties.

The President must see that SVYBA personnel are properly briefed on all phases of the rules, regulations and policies of the SVYBA.

The President, with approval of the Executive Board, shall have the authority to discipline any parent, member, manager, coach, player, or umpire that the President feels has conducted themselves in a manner inconsistent with the policies and principles of SVYBA. Further, the President shall be empowered to delegate the authority or right of discipline to any Executive Board Member. Said delegation is revocable at any time by the President. The disciplined person will have the opportunity of appeal, in writing delivered via United States Postal Service mail to the official SVYBA address, a notice of request for hearing before the Board of Directors, to be held within one month of the discipline.

The President has the authority to approve checks to exceed \$100 per check (\$500 per month) without the Board of Directors prior approval for SVYBA purposes.

Section 2. Vice President: Baseball Operations

The Vice President/Baseball Operations shall succeed to and fill the term of the President in the event that the office of the President becomes vacant for any reason, either temporarily or permanently. The Vice President/Baseball Operations shall work with Board representatives and standing committees as the President may direct. The Vice President/Baseball Operations will aid the President and conduct all SVYBA business if the President is unable or unavailable.

The Vice President/Baseball Operations is responsible for organizing and scheduling off-season/winter workouts and shall endeavor, to the fullest extent possible to make those workouts available to players in all age groups.

The Vice President/Baseball Operations is responsible for organizing and directing tournaments sponsored by SVYBA, and the Vice President/Baseball Operations, or his or her designee shall serve as tournament director for any tournaments played on SVYBA fields.

In these capacities, the Vice President/Baseball Operations, may at his or her discretion, organize committees to assist with off-season/winter workouts or tournament organization and direction.

Section 3. Secretary

The Secretary maintains a register of Executive Officers and Board Members, records the minutes of the meetings and maintains a record of SVYBA activities. The Secretary is responsible for communicating to all Board Members notice of regular meetings as well as scheduling such meeting place with the school district or other meeting facility as required.

- A. The position is to encourage knowledge and understanding of SVYBA organizational goals, benefits and operation, and to effectively communicate this information.
- B. The Secretary may organize a committee to prepare, publish, and distribute a newsletter regularly during the season and as needed during the rest of the year.

Section 4. Treasurer

The Treasurer signs all checks and if needed, will get the President and Vice President/Baseball Operations to co-sign any checks written in excess of \$500.00. The Treasurer dispenses League funds as approved by the President and the Board. The Treasurer reports the status of the League funds, keeps League books and financial records for all League finances, and provides a written report of the same on a monthly basis. Expenditures must be approved by the Executive Board and will not be paid without an invoice or receipt submitted to the Treasurer. All bank statements; bills, etc. must be sent to the Treasurer. Annual duties also include filing of incorporation papers and tax papers.

The Treasurer shall also be a permanent member of, and shall be the chairperson of the SVYBA Budget Committee.

Section 5. Player Agent

The Player Agent conducts player selections, assists the President in checking birth records and eligibility of players, serves as a member of the Executive Board and generally supervises and coordinates the transfer of players to or from all leagues according to the rules and regulations of SVYBA. The Player Agent is responsible for all players in their respective divisions. The Player Agent represents players.

The Player Agent, along with the League Commissioners is primarily responsible with the organization and conduct of the annual Player draft in accordance with Section 6A below.

Section 6. League Commissioners

Although a League Commissioner may be a Board Member, it is not a requirement. A qualified person who may not be able to carry out the duties of a full time Board Member but wants to participate in the success of the league may fill this position. Anyone desiring to be a League Commissioner can submit his or her name to the Board. League Commissioners will be elected by the Board of Directors and will be responsible for representing the views of the constituents of their respective divisions. There will be the following Commissioners:

- A. Commissioner of Colt League Baseball Division (ages 15-16)
- B. Commissioner of Pony League Baseball Division (ages 13-14)
- C. Commissioner of Little League Baseball Division (ages 11-12)
- D. Commissioner of Minor League Player-Pitch Baseball Division (ages 9-10)
- E. Commissioner of T Shirt Division (ages 7-8)
- F. Commissioner of Instructional League Division (ages 5-6)

Each Commissioner will work in conjunction with the Vice President/Baseball Operations and Player Agent with respect to all matters pertaining to their division. Commissioners must agree to support any SVYBA fundraising project. The League Commissioners may appoint assistants with Board approval to help carry out their duties. The assistants are not required to hold Board positions.

The League Commissioners shall assist in the procurement of manager candidates for each team in their division.

The League Commissioners are responsible for the distribution of rules and regulations to all managers in their division.

The League Commissioner oversees and administers the rules of their respective leagues, and shall attempt to adjudicate any disputes that arise concerning the rules. Any disputes that cannot be resolved by the League Commissioner shall be brought to the SVYBA Board for final decision.

The Player Agents, along with the League Commissioners are primarily responsible with the organization and conduct of the annual Player draft in accordance with Section 6A below.

Commissioners will inform their managers and Coaches of, and attend, mandatory coaching clinics and meetings, and will assist the President or Vice President/Baseball Operations or Player Agent in scheduling inter-league play if requested.

League Commissioners positions may be combined, upon approval of the SVYBA Board of Directors.

Section 6A. Player Agent(s)/League Commissioners. Conduct of the Player Drafts.

Player Agents along with League Commissioners are responsible for rating all players within their respective age groups at the end of each season and then reviewing ratings after sign-ups have been completed.

Draft: Instructional League (ages 5-6)

The Player Agent along with the Instructional League Commissioner and Instructional League Managers shall meet after sign ups are complete and form Instructional League teams at their discretion.

To the extent possible, efforts shall be made at balancing the teams with respect to talent, however, in that the purpose of this division is to provide baseball instruction it is understood that balancing of talent among teams might not always be possible.

Draft: T-Shirt Division (ages 7-8), Minor League Division (ages 9-10) and Little League Division (ages 11-12).

The Player Agents will meet, after the completion of sign ups, with the Commissioner of each division, the President and Vice President/Baseball Operations and select the “top” players in each division. The number of “top” players selected shall be equivalent to the number of teams in that division multiplied by two. Further, the “top” players in each division shall be evenly divided between the two ages within that division.

EXAMPLE: If signups indicate that that Little League Division for a particular year will have seven (7) teams, the Minor League Division will have five (5) teams and the T-Shirt Division will have six (6) teams, then the “top” players would be selected as follows:

Little League – 14 total players, 7 of whom are age 12 and 7 of whom are age 11.

Minor League – 10 total players, 5 of whom are age 9 and 5 of whom are age 10.

T-Shirt League – 12 total players, 6 of whom are age 7 and 6 of whom are age 8.

These “top” players will be divided evenly by the number of teams in the league. Once these players have been assigned to a team, a drafting order will be chosen and the Managers will draft the remaining players. The League Commissioner and Player Agent will oversee this draft.

For these divisions, every effort shall be made to evenly balance talent level among the teams so as to maintain competitive balance within the leagues.

DRAFT: Pony League (ages 13-14) and Colt League (ages 15-16).

For Pony League and Colt League Divisions, teams shall be selected at the discretion of the Managers with input as needed from the Player Agent and League Commissioners. In selecting teams, the Managers shall ensure compliance with the applicable rules of the league or leagues in which the SVYBA participates.

Section 7. Safety Director

The Safety Director will encourage and supervise safety policies and procedures consistent with the goals of the SVYBA. The Safety Director will make periodic inspections of playing fields and equipment. The Safety Director will see that each team has access to a first aid kit. The Safety Director will review accidents, process Insurance claims, maintain records of these claims for at least two years, and distribute insurance payments to claimants/parents. The Safety Director will make a written report to the Board with recommendations on any accidents requiring doctor's treatment and provide to the Board a monthly report on safety violations with suggested actions.

The Safety Director shall:

1. Be responsible for the implementation of a Safety Program for SVYBA.
2. Be responsible to make all members aware of all safety procedures found in the league's Safety Program.
3. Annually, with the President, prior to the start of the season, review the field lighting systems. If necessary, the lighting review may be performed by a qualified technician.
4. Inspect all playing areas on a weekly basis for holes, damage, glass and other foreign objects, and see to it that unsafe conditions are corrected.
5. Make certain all fences, screens and dugouts are in safe condition.
6. Periodically inspect the stands or bleachers.
7. Have arrangements in place in advance of all games and practices for emergency medical services.
8. Handle all accident claims promptly and shall maintain all records pertaining to all injuries and to include any claims for liability.
9. Coordinate background checks of SVYBA personnel as deemed appropriate by the Board as a whole.

Section 8. Umpire Coordinator

This position will have the responsibility of conducting and of scheduling umpire clinics and meetings, and ensuring that each division has adequate umpire coverage whether it be paid or volunteer. The Umpire Coordinator will ensure that SVYBA rules and regulations are adhered to. The Umpire Coordinator may appoint assistants, with Board approval, to assist with these duties. A record of pay schedules will be maintained and reported to the Treasurer for payment. In the absence of the Umpire Coordinator, the President will assume these duties. In the event of there being a contracted umpire

organization, the Umpire Coordinator will coordinate these functions with the head of the contracted umpire organization.

Section 9. Scheduling Director

The scheduling Director is responsible for scheduling games, practice fields, rainouts and facilities for meetings. The Scheduling Director shall coordinate SVYBA activities with the Munhall, West Homestead and Homestead Recreation Department and the Steel Valley School District as necessary.

Section 10. Vice President – Non-Baseball Operations.

If an Auxiliary Board is in place, this position, at the discretion of the Board may be declared “vacant.” If no Auxiliary Board is in place this position shall be filled.

If not declared vacant, The Vice President of Non-Baseball Operations is a SVYBA Executive Board position and responsibilities include (if an Auxiliary Board is in place):

1. Sponsorship – Contact and secure sponsors and ensure sponsor recognition.
2. Public Relations – Assist in public relations matters at registration, opening day and other SVYBA function.
3. Uniforms – Coordinate the selection and purchase of SVYBA uniforms, related clothing, items and trophies.
4. Auxiliary Board Liason – The VP/Non-Baseball Operations shall be a member at large of the Auxiliary Board, but is not permitted to be a member of the Executive Board of the Auxiliary Board. In that capacity, the VP/Non-Baseball Operations, along with the Auxiliary Board President, shall serve as a liason between the Auxiliary Board and the SVYBA Board of Directors. The VP shall assist the Auxiliary Board in its projects and shall ensure continuity and consistency between the Auxiliary Board and the SVYBA Board of Directors.

In the event an Auxiliary Board is not in place, then the Vice President of Non-Baseball Operations shall, in additions to numbers 1-3 above, be responsible for:

1. Concessions – The Vice President/Non-Baseball Operations shall be charged with the administration and operation of any concession stand or other concessions associated with SVYBA. In that capacity, the Vice President/Non Baseball Operations shall put in place appropriate procedures governing the administration and operation of concessions. Those procedures shall also be approved by the SVYBA Board of Directors. The Vice-President shall prepare reports of concession activities for presentation at Board meetings on a monthly basis, and shall prepare an annual report summarizing all concession activities for presentation at the December monthly Board meeting.
2. Fundraising – The Vice President/Non-Baseball Operations shall also be charged with fundraising activities, aside from the fundraising that accompanies registration. In that capacity, the Vice President shall, from time to time, present

to the SVYBA Board of Directors fundraising ideas for approval. Once a fundraising idea is approved by the SVYBA Board of Directors, the Vice President/Non-Baseball Operations shall handle all aspects of that fundraiser. The Vice President/Non-Baseball operations shall prepare reports of fundraising activities for presentation at Board meetings on a monthly basis.

In the event an Auxiliary Board is not in place and in furtherance of any Concession and/or Fundraising duties the Vice President of Non-Baseball Operations may form Committees to assist with Concessions and Fundraising.

Section 11. Auxiliary Board President.

The Auxiliary Board President shall serve as a member of the SVYBA Board of Directors but may not be on the SVYBA Executive Board.

In that capacity, the Auxiliary Board President, along with the Vice President of Non-Baseball Operations, shall serve as a liason between the Auxiliary Board and the SVYBA Board of Directors.

The Auxiliary Board President shall preside over the Auxiliary Board in a manner consistent with the goals of SVYBA, and in keeping with any Rules, Guidelines or By-Laws in place with respect to the Auxiliary Board.

Section 12. The Auxiliary Board.

The SVYBA Board of Directors, may, at its discretion create an Auxiliary Board.

If an Auxiliary Board is created:

The Auxiliary Board's mission and goal is to serve to support and enhance the services provided by SVYBA and its Board of Directors.

The Auxiliary Board, may, at its discretion prepare Rules, Guidelines or By-Laws to govern its operations. However, at a minimum, the Auxiliary Board shall consist of a President, Vice-President, Secretary, Treasurer along with Board Members at large as the Auxiliary Board sees fit.

All Rules, Guidelines or By-Laws relevant to the Auxiliary Board are subject to approval by the SVYBA Board of Directors, however that approval should not be unnecessarily withheld.

The Auxiliary Board shall be charged with the administration and operation of any concession stand or other concessions associated with SVYBA. In that capacity, the Auxiliary Board shall put in place appropriate procedures governing the administration and operation of concessions. Those procedures shall also be approved by the SVYBA

Board of Directors. The Auxiliary Board shall prepare reports of concession activities for presentation at Board meetings on a monthly basis, and shall prepare an annual report summarizing all concession activities for presentation at the December monthly Board meeting.

The Auxiliary Board shall also be charged with fundraising activities, aside from the fundraising that accompanies registration. In that capacity, the Auxiliary Board shall, from time to time, present to the SVYBA Board of Directors fundraising ideas for approval. Once a fundraising idea is approved by the SVYBA Board of Directors, the Auxiliary Board shall handle all aspects of that fundraiser. The Auxiliary Board shall prepare reports of fundraising activities for presentation at Board meetings on a monthly basis.

The Auxiliary Board may also be asked by the SVYBA Board of Directors to assist or take charge of other projects, such as sponsorship, uniforms, etc. When asked, the Auxiliary Board shall determine whether it is able to assist or take charge of those projects. If the Auxiliary Board agrees to assist or take charge of projects additional to concession and fundraising, the Auxiliary Board and the Vice President of Baseball Operations shall jointly coordinate efforts.

Section 13. Information Director/Webmaster

The Information Director/Webmaster manages the League's official website and assures that League news and scores are updated on a regular basis. All monthly meeting minutes and financial reports for the last 36 calendar months shall be accessible from the league's website.

Section 14. Field/Equipment Coordinators

The Field/Equipment Coordinator is responsible for the upkeep and maintenance of the playing fields used by SVYBA. Field/Equipment Coordinators are responsible for the upkeep and maintenance of the equipment used in the upkeep of the playing areas, to include the tractor(s), rakes, line markers. The Field/Equipment Coordinator is responsible for ordering materials responsible for the upkeep of the playing areas, to include quick dry, lime and mound clay.

Further the Field/Equipment Coordinator shall supervise the purchase, control, distribution, storage and care of all playing materials.

The Field/Equipment Coordinator will submit to the Board for its approval, not less than two bids for different organizations before buying any materials.

Section 15. Board Members at Large/Board Member Emeritus.

The “Board Member at Large” and/or “Board Member Emeritus” position may be elected if all other positions are filled. Duties and responsibilities are to be designated by the President on an as needed basis.

Section 16. Past President / Optional

The Past President may elect to remain on the Board of Directors for a one-year term following tenure in office, if approved by the Board by a 51% vote. The Past President shall aid the new President in making a smooth transition by sharing knowledge and experience. This is a nonvoting position.

Article 4.

Section 1.

The Board of Directors shall be responsible for the management of SVYBA and the carrying out of policies established by SVYBA. The Executive Board shall approve all Presidential appointees and all expenditures.

Section 2.

Any Board position vacated between elections, except President, will be filled by the SVYBA Executive Board, in accordance with procedures set forth in Article 7, Section 1 of these By-Laws.

If the Presidency shall become vacant between elections, the office of President shall be filled as set forth in Article 7, Section 1 of these By-Laws.

Section 3.

Only Board Members shall be entitled to vote at meetings. The President is not a regularly voting member unless it is necessary to resolve a tied vote. However, the President is entitled to vote in annual and any vacancy related elections of members.

Section 4.

The Board shall not permit the contribution of funds or other property to individual league regular season teams.

Section 5.

The Board will not permit the disbursement of local league funds for purpose other than the conduct of the Little League activities.

Article V.

Standing Committees – Budget/Tournament/Rules

Section 1. Structure.

The Executive Board, through the President, will have the authority to appoint standing committees as it shall deem necessary, and may delegate authority to them, as they shall deem appropriate. These committees shall include at a minimum a Budget Committee, a Tournament Committee and a Rules Committee.

The Budget Committee shall prepare for the Board's review and approval at the December monthly meeting an estimated budget of league revenues and expenditures for the following calendar year. The Budget Committee shall be chaired by the Treasurer of the SVYBA and shall consist of the chair and at least 4 additional Board members.

The Tournament Committee shall prepare for the Board's review and approval at the April or May monthly meeting an anticipated schedule of SVYBA tournaments including anticipated costs of those tournaments and revenue expected to be generated by those tournaments. The Tournament Committee shall be chaired by the Vice-President of Baseball Operations and shall consist of the chair and at least 2 additional Board members. Non-board members, may, at the discretion of the Board serve on this committee.

The Rules Committee shall prepare for the Board's review and approval at the February monthly meeting a set of Rules governing the play of games within the SVYBA. The Rules Committee shall present to the Board specific changes from the previous year's Rules for approval by the Board. The Rules Committee shall also, from time to time, review the Rules, and if it deems necessary, propose to the Board changes or amendments to the Rules during the year. The Rules Committee shall be chaired by the Player Agent and shall consist of the chair and at least 2 additional Board members. Non-board members, may, at the discretion of the Board serve on this committee.

Section 2. Meetings

Each standing committee will meet regularly pursuant to a schedule approved by the Executive Board and may hold meetings at the call of the Chair.

Section 3. Reports

Each standing committee shall choose a secretary, who shall keep a continuing record of activities. Said records shall be forwarded to the President and Secretary of SVYBA at least 48 hours prior to the next scheduled meeting of the Board of Directors.

Chairperson(s) will report to the Board and will prepare an annual written report at the January monthly Board meeting summarizing objectives, action programs, achieved and unachieved goals, which the Board shall distribute to the members and post on the SVYBA website.

Article 6.

Special/Ad-Hoc Committees

Section 1.

Each year the President may appoint special or ad-hoc committees as necessary and will discharge them upon the completion of their duties. These committees will operate according to approved SVYBA rules, and will complete tasks at the direction of the Board.

Article 7.

Section 1. Elections

- A. Each term of office will be for three (3) years. Once elected to the Board, a new member will be committed to the Board for a three-year term. If, for some reason a Board Member wishes to resign from the Board before his or her three (3) year term is fulfilled, they must notify the President or Secretary of their intention. Board approval is not required with regard to resignations, rather, resignations shall become effective when notice is given to either the President or Secretary. Executive Board members have one (1) year terms, with no limit on the number of successive terms an Executive Board member may serve.
- B. The regular Board's year officially ends on September 30th. At that time, all Board members who have served for three years, and who have not been re-elected are relieved of their duties.

C. At the September monthly Board meeting, elections shall be held to fill Board positions that have become or will become vacant through expiration of terms or resignation. Elections may also be held to fill additional, vacant, board positions to the extent the Board directs. Executive Board member elections will be held at the September monthly Board meeting, immediately after the elections to fill Board positions.

D. Procedure – Annual Elections:

1. Board Nominations – individuals who are not presently Board members who are seeking to become members of the Board shall state their intentions to seek election to the Board no sooner than the June monthly Board meeting and no later than the August monthly Board meeting. Individuals who are presently Board members shall state their intentions to seek re-election to the Board according to the same schedule.
2. Executive Board Nominations – individuals who wish to be a member of the Executive Board, shall state their intention to seek election (or re-election) to a particular position no sooner than the June monthly Board meeting and no later than the August monthly Board meeting. No individual may seek election (or re-election) to more than one Executive Board Nomination, and in the event an individual states their intention to seek election (or re-election) to more than one position, that individual shall be ineligible to seek election to any Executive Board position.
3. Executive Board Eligibility - To be eligible for election to an Executive Board position, a candidate must have been a member of the SVYBA Board of Directors for one (1) year. This eligibility requirement may be waived by majority vote of the full Board.
4. List of Candidates – at the conclusion of the August monthly Board meeting, the President, or in his or her absence, another Executive Board Member, shall prepare a list of candidates for election and re-election to the Board and shall announce the number of Board seats that are or will be vacant. The list of candidates and number of vacant seats shall be distributed to all Board members on or before August 31st. Additionally, the President, or in his or her absence, another Executive Board Member shall prepare a list of candidates for all Executive Board positions, and that list shall be distributed to all Board members on or before August 31st.
5. Election – Board Members – At the September monthly board meeting an election of Board members shall be held. At that time, each Board member shall vote to fill Board positions that are vacant or will become vacant. Each Board member may vote for up to as many candidates as there exist open Board positions. In other words, if there are four (4) positions open, each Board member may vote for up to four (4) candidates. The balloting shall be

secret. In the event the number of candidates do not exceed the number of open positions, election may be by voice vote.

6. Tallying of the votes – Board Members - The ballots will be tabulated at the place of election, immediately upon completion of voting, by the President and a minimum of 4 Board Members, or an independent accredited outside agency chosen by the Board. Ballots shall be tabulated by individual, and winners shall be decided by total votes for a particular candidate. The number of winners shall be equal to the number of open Board positions. In other words, if there are four (4) positions open, the four (4) candidates receiving the highest number of votes shall be elected. In the event of a tie, a run-off election between those candidates tied shall be immediately held. If the run-off election results in a tie, the board must: a) declare neither candidate the winner, and declare the Board spot vacant, or b) declare both candidates winners and allow both candidates to serve on the Board.
7. Announcement of results – Board Members - The President, or his designee, shall announce the winners of the election at the conclusion of the tally. Those candidates elected shall begin their terms on October 1, however candidates newly elected shall be immediately eligible to vote in the election of Executive Board members.
8. Election – Executive Board – Immediately following the announcement of results of the Board Member elections at the September board meeting, an election for Executive Board positions shall be held. At that time, each current board member AND each newly elected board member shall cast one (1) vote for one (1) candidate for each of the Executive Board positions. The balloting shall be secret. If one or more Executive Board positions are not contested, election to that Executive Board position may be by voice vote.
9. Tallying of Votes – Executive Board - The ballots will be tabulated at the place of election, immediately upon completion of voting, by the President and a minimum of 4 Board Members, or an independent accredited outside agency chosen by the Board. Ballots shall be tabulated by individual, and winners shall be the individual receiving the most votes for a particular Executive Board position. In the event of a tie, a run-off election will be immediately held between the 2 highest vote getters for that particular position. If the run-off election results in a tie, the candidates shall draw lots to determine the winner.
10. Announcement of Results – Executive Board - The outgoing President, or his designee, shall announce the winners of the Executive Board elections at the conclusion of the tally. Those candidates elected shall begin their terms on October 1.

11. Overview – Annual Elections.

- a. June – August: Regular Board Member Nominations accepted for vacant or expiring seats.
- b. June – August: Executive Board Member Nominations.
- c. September meeting: Regular Board Member Elections – current board members eligible to vote.
- d. September meeting: Executive Board Member Elections held immediately after Regular Board Member Elections – current and newly elected board members eligible to vote.
- e. September meeting: Election results announced.
- f. September 30: Regular and Executive Board Member terms expire.
- g. October 1: Beginning of terms for new Regular and Executive Board Members.

E. Procedure – Vacant Regular or Executive Board Positions.

1. Vacancy in the Presidency: In the event the Presidency becomes vacant during the President’s term of office, the Vice President/Baseball Operations shall assume that office and the office of Vice President/Baseball Operations shall be declared vacant. In the event the office of Vice President/Baseball Operations is also vacant, the order of succession is as follows: Vice President/Non Baseball Operations, Secretary, Treasurer, and Player Agent.
2. Vacancy in other Executive Board Positions: In the event an Executive Board Position becomes vacant, other than the office of the President, the Board shall accept nominations at the Board meeting immediately following the date of the vacancy. Once nominations are accepted, the President, or his or her designee shall announce candidates for the vacancy. An election to fill the vacancy shall be held at the next possible Board meeting in accordance with the procedure set forth above.
3. Vacancy in Regular Board Positions: In the event a Regular Board position becomes vacant, or in the event the Board does not have its maximum number of members and the Board wishes to add additional members, the Board shall accept nominations at the Board meeting immediately following the date of the vacancy or the date the Board decides to add additional members. Once nominations are accepted, the President, or his or her designee shall announce candidates for the vacancy. If the number of available candidates exceeds the number of vacancies, an election to fill the vacancies shall be held at the next possible Board meeting in accordance with the procedure set forth above.

In the event the number of candidates is equal to or less than the number of vacancies, then each individual candidate shall be voted upon by the entire Board, and if each individual candidate receives a majority of “Yes” votes, then that candidate shall be elected to the Board. If an individual candidate

does not receive a majority of “Yes” votes, then that candidate is not elected to the Board and the Board position shall remain vacant.

Section 2.

All old business and a fiscal year end report and review should be concluded prior to the new Board taking office.

Article 8.

Section 1. Playing Rules and Regulations

As set forth above, the Rules Committee shall prepare for the Board’s review and approval at the February monthly meeting a set of Rules governing the play of games within the SVYBA. The Rules Committee shall present to the Board specific changes from the previous year’s Rules for approval by the Board. The Board shall review and vote upon the Rules as presented by the Rules Committee at the February monthly meeting, and shall also review and vote upon any proposed amendments to the Rules made by the Rules Committee during the year.

All rules adopted by the Board will be followed by SVYBA, and shall be incorporated as part of these by-laws. In case of rules, regulations or procedures not covered by these by-laws, the official rules of Little League Baseball, Inc. shall be followed. Failure to adhere to rules and by-laws by SVYBA, personnel and/or members will be deemed cause for immediate Board review and action.

Section 2. Tryouts

If Tryouts are held, they will be scheduled at least 30 days prior to regular season play, on a date to be determined by the Board of Directors and approved by the President.

Section 3. Practices

- A. Managers will not hold practice sessions until the date approved by the Board, after tryouts have been completed and teams selected. A legal practice is one organized by the manager or assistant coach, or attended by the same. Each team will receive a practice schedule.
- B. To protect both the physiological and psychological health of the participants in SVYBA, practices are limited. Teams may not practice more than three (3) times per week prior to opening day, nor more than two (2) times per week during the remainder of the season. Practices may not last more than three (3) hours per session.

C. Additional practices require approval of the Scheduling Director.

Section 4. All-Star Participation

Participation in post-season play as a SVYBA All-Star is a privilege. Poor player attitude and/or poor parental attitude may disqualify a player from selection to an All-Star Team. A manager or player who is on probation or who is suspended or whose parent(s) are on probation or suspended is ineligible for All-Star participation.

Any Manager or Coach who wants to be a manager of an All-Star Team will submit his or her name to the Board. The Board will then meet to vote on the candidates.

After the Managers and coaches have been selected, they may meet with the player agent to begin the selection process of players. If needed, tryouts may be scheduled to fill positions on the team, however, selection of an All-Star team is at the sole discretion of the All-Star manager.

Section 5. Release and Replacement of Players

- A. The release of players from a team is allowed for any justifiable reason, subject to approval by the Executive Board.
- B. A manager needing a replacement player must work through the Player Agent and may not approach the parents, manager of, assistant coach of, or the player the manager wishes to be on his/her team.

Exception: If the reason for absence is vacation, the player must be gone three (3) weeks continuously before he/she may be replaced. This applies only if the absence does not extend to the end of regular season play.

Section 6. Players

The SVYBA has no boundaries for accepting players. Anyone can join the SVYBA no matter where they live. If a player wants to join SVYBA, this must be the only community league he is a member of. The President & the Player Agent must perform a background check on any new player. All new players may be requested to participate in a try out session to rate their abilities.

This Constitution and By-Laws was approved by the Steel Valley Youth Baseball League Membership on:

Presidents name (Print)	President's Signature	Date
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League ID number	Federal ID #	State ID #
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