

# Tuslaw Junior Baseball Association

## Bylaws

### Article I – Name, Affiliation, and Objective

#### Section 1 Name and Affiliation

The organization shall be called Tuslaw Junior Baseball Association (TJBA) and will be referred to as TJBA in the rest of this document. TJBA is associated with Stark County Hot Stove Baseball.

Anything that is not covered in these Bylaws is covered in the official Stark County Hotstove Regulations and Playing Rules of Baseball.

#### Section 2 Objective

TJBA is a program of service to our youth. It is geared to provide an outlet of healthful activity and training under good leadership in the atmosphere of wholesome community participation.

TJBA seeks to instill in its participants the ideals of good sportsmanship, honesty, loyalty, discipline, and respect for authority. The Association is dedicated to helping children become good and decent citizens. It strives to inspire them with a goal, and to enrich their lives toward the day when they must take their place in society. It establishes for them the rudiments of teamwork and fair play. The supervisors shall bear in mind at all times that while the attainment of athletic skills and winning games are goals to achieve, they are secondary to teaching the youth the aforementioned ideals.

#### Section 3 Conduct

At all times adults involved with the TJBA will conduct themselves in an orderly manner. At all times shall the adults working with the baseball players watch what kind of language is used around the children. *UNDER NO CIRCUMSTANCES* shall an adult show unsportsmanlike conduct.

The above also pertains to players. Sportsman-like conduct will be maintained. The manager and coach shall stay in control. If a player is uncontrollable the child is to

be suspended from the next game to be played. If the uncontrollable behavior persists the player will be suspended for one (1) year from playing baseball through TJBA.

If a disagreement comes about, it shall be taken to the TJBA Board. This will be accomplished by filing an official protest. To file a protest a parent or guardian shall present the protest in writing at the next available Board meeting. The Board will provide a written response to the protest within a three (3) day period.

If at any time a member of the TJBA hinders this organization a Board meeting shall be called. That member will be advised of the problem and given an opportunity to defend themselves. If the problem persists that member shall be asked to resign.

## Article II – Government

### Section 1 Board of Directors

The TJBA will be governed by a Board of Directors consisting of seven (7) members of the community. They will be nominated and elected by the Board at the July meeting. Those elected will take office at the August meeting. Each member will serve a three (3) year term. Each member will be eligible for reelection.

The Board positions will be elected on a rotating three year basis. Current Board positions 1 and 2 will be elected this year (2008), 3 and 4 in 2009, and 5, 6 and 7 in 2010.

A quorum for conducting all business, except as specifically otherwise set forth shall be at least 51 percent of the Board.

If at any time a Board member or Officer of the TJBA hinders this organization a Board meeting shall be called. That member will be advised of the problem and given an opportunity to defend themselves. If the problem persists that member shall be asked to resign.

The Board, at its discretion, may remove any Board Member or Officer upon the affirmative vote of two-thirds (2/3) of the full Board. For purposes of removing a Board member, the quorum required to conduct such business shall be increased to 2/3 (66.66%).

The Board shall meet on a monthly basis, on the second Sunday of each month, all year round at the discretion of the Board. These regular meetings will be open to all

parents and other interested parties. Special meetings may be called by the President when special circumstances warrant the need for additional meetings. The Board may convene in executive session to discuss or resolve such matters, which the Board, at its discretion, believes should be handled confidentially.

The Board shall have full authority and discretion to make all policy, set budgets, and implement the ongoing business of the TJBA consistent with the Bylaws. Without limiting the generality of the foregoing, the Board shall have the power to:

- Purchase or otherwise acquire for the TJBA any property, right or privilege which the TJBA is authorized to acquire, by the price of consideration and upon such terms as the Board may deem appropriate;
- Appoint, remove or suspend subordinate agents or volunteers and to determine their duties and fix their salaries, if any;
- Determine the composition of a sub-committee to deal with the particulars of any activities;
- Delegate the powers of the Board to any agent of TJBA with any powers as the Board may see fit to grant;
- Suspend, discharge, bar or otherwise discipline any Member, Officer, Manager, Coach, player, parent as well as other related people as needed without refund whose conduct is considered detrimental to the best interests of the TJBA;
- Set registration and sponsorship fees;
- Generally do all such lawful acts and take actions as may be necessary and proper.

Board Members may be required to submit to a background check.

## Section 2 Officers

The TJBA shall have the following Officer positions; President, Vice President, Secretary, Treasurer, Sponsorship Coordinator, Fundraising Coordinator, Equipment Manager and Web Master. Officers may be required to submit to a background check.

Officers will be nominated and elected by the Board at the July meeting. Those elected will take office at the August meeting.

The positions will be elected on the following rotation. The President, Secretary, Equipment Manager, Sponsorship Coordinator, and Web Master will be elected in *ODD Years* and the Vice President, Treasurer, and Fundraising Coordinator will be elected in *EVEN Years*. Incumbents will be eligible for reelection.

The duties are as follows.

A. President

- Presides over all meetings.
- Checks with the Secretary and Treasurer with all expenditures and correspondence.
- Calls the first Board meeting in (October) August, the first for the newly elected Board and Officers.
- Sets up dates for sign-ups, and manages the sign-up days.
- Acts as the agent for the Stark County Hot Stove Baseball Association, attending all meetings and signups, and making payments as required.
- Assist with equipment distribution and collection.
- Holds Managers/Coaches meetings throughout the season.
- Sets up sub-committees.
- Will co-sign TJBA checks.
- Votes only in the case of a tie.

B. Vice President

- Presides over all meetings in the absence of the President.
- Assists with contracting and managers.
- Assists with sign-up days.
- Attends all Board meetings.
- Attends Stark County Hot Stove meetings when necessary.
- Will have the power to co-sign TJBA checks.

### C. Secretary

- Attends all Board meetings
- Takes roll call and minutes at all meetings, reads minutes from previous meeting.
- Handles all communications including all notices to be sent to Board members, Managers, Coaches and others as needed.
- Maintains the birth certificates and registrations.

### D. Treasurer

- Attends all Board meetings.
- Gives full financial reports at meetings, including monthly bank statements, balance sheets and outstanding assets and liabilities.
- Follows the financial policy of the TJBA.
- Collects and deposits all monies from registrations, fund raisers, and anything else the TJBA is involved with financially.
- Keeps receipts for all expenditures incurred.
- Has the authority to write checks up to \$50.00 without prior approval of the Board.
- Will co-sign TJBA checks.

### E. Equipment Manager

- Keep inventory records of all equipment.
- Pass out equipment to each team manager, and keep accurate records of who has what.
- Attend Board meetings to inform Board of equipment needs.
- Order and receive all new equipment as directed by the Board.
- Collect equipment at the end of each season. Inventory all equipment, noting what need to be replaced or repaired.
- Will see to the conditioning of the fields before and during the baseball season.

#### F. Sponsorship Coordinator

- Maintain list of the team sponsors from previous years.
- Contact and sign up team sponsors for each team in TJBA.
- Work with the Fundraising Coordinator to determine sponsorship packages and banner fees, and other costs associated with sponsorships.

#### G. Fundraising Coordinator

- Coordinates all fund raising activities of the TJBA.

#### H. Web Master

- Maintains the TJBA website.
- Coordinates volunteers to manage the website, putting in game scores, photos, updating web pages and managing the site.

#### Managers and Coaches

Managers and coaches, while not being Officers of the TJBA, will have requirements and responsibilities. These will include but are not limited to:

- Managers and coaches may be asked to submit to a background check.
- Managers shall attend all Managers Meetings called by the President, or have a coach from his/her team represent the team.
- Shall contact the President with any problems, questions, etc.
- Shall aid in fundraising.
- Shall keep team parents informed of all TJBA happenings.
- Shall keep players and fans under control at all times.
- Shall not swear, have alcohol, or tobacco products at TJBA functions where children are present.
- Any State or Sanctioning Body Rules supersede these bylaws.

Section 3      Conflict of Interest Statement for Board Members of TUSLAW  
JUNIOR BASEBALL ASSOCIATION

No board member or board committee member, or any member of his/her family should accept any gift, entertainment, service, loan, or promise of future benefits from any person who either personally or whose employees might benefit or appear to benefit from such board or committee member's connection with Tuslaw Junior Baseball Association, unless the facts of such benefit, gift, service, or loan are disclosed in good faith and are authorized by the board. Board and committee members are expected to work out for themselves the most gracious method of declining gifts, entertainment, and benefits that do not meet this standard. No board or committee members should perform, for any personal gain, services to any Tuslaw Junior Baseball Association supplier of goods or services, as employee, consultant, or in any other capacity which promises compensation of any kind, unless the fact of such transaction or contracts are disclosed in good faith, and the board or committee authorizes such a transaction. Similar association by a family member of the board or committee member or by any other close relative may be inappropriate.

No board or committee member or any member of his/her family should have any beneficial interest in, or substantial obligation to any Tuslaw Junior Baseball Association supplier of goods or services or any other organization that is engaged in doing business with or serving Tuslaw Junior Baseball Association unless it has been determined by the board, on the basis of full disclosure of facts, that such interest does not give rise to a conflict of interest.

This policy statement is not intended to apply to gifts and/or similar entertainment of nominal value that clearly are in keeping with good business ethics and do not obligate the recipient.

Any matter of question or interpretation that arises relating to this policy should be referred to the president for decision and/or for referral to the board of directors for decision, where appropriate.

I have received, read and understand fully the Conflict of Interest Statement and will comply with the statement by bringing any potential conflict of interest situations to the board for consideration.

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Date

Signature

#### Section 4 Board Meeting Structure

Board Meetings shall be held on the second Sunday of each month. Meetings shall be held at the Tuslaw Middle School cafeteria, or other location deemed acceptable to the Board. The President shall preside over these meetings.

An agenda will be present at each meeting. Included in this agenda will be the reading of the minutes from the prior meeting, a financial report, old business from previous meeting and new business to be brought before the Board.

Managers meetings shall be called by the President and do not require attendance by the Board or all officers. These meetings will be to address rules, structure, and practice issues, as well as other items that the Managers and coaches bring up.

#### Article III – Structure of the TJBA

##### Section 1 Fields

The TJBA shall operate within the boundaries of the Tuslaw Local School District. The TJBA will use fields located at Beechgrove Elementary School, the grounds of Moffit Heights Elementary School, Lions Club Park and 40 Corners Church. Working agreements, when necessary, will be maintained between the interested parties regarding the use and maintenance of the fields.

##### Section 2 Divisions and Players

The following age groups will play in the TJBA:

5 and 6 Teeball

7 and 8 Coach Pitch League

9 and up Hot Stove, in conjunction with Stark County Hot Stove Baseball.

The demarcation date for determination for any player will match the demarcation date of Stark County Hot Stove.

Teams will be kept together as much as possible as the children move up in age. Teams will be adjusted based on the number of players who sign up each year.

Coach or Manager requests may be made during player signups. Requesting a manager or coach will not guarantee that team assignment. These requests are to be addressed at the January or February Board meeting, and shall be decided upon at that time. Specific extenuating circumstances will have to exist for the Board to approve such an assignment.

### Section 3 Uniform Policy

Uniforms for the TJBA will consist of a jersey and a hat. The TJBA will provide the uniforms for the players. The Board shall approve of all uniforms prior to ordering for the season.

Pants, belts and socks, if a team should choose them, are the responsibility of each Team Manager. The Manager shall arrange for the purchase of the selected additional items from the vendor of their choosing. TJBA will not be financially responsible for these items.

This uniform policy will be strictly adhered to. There will be no deviation from this policy without the approval of the Board.

### Section 4 Insurance

TJBA players will be covered by insurance under a blanket accident insurance plan through Stark County Hot Stove.

### Section 5 Parents Participation

Parents should accept the fact that they must shoulder some of the responsibility and take initiative to make the local program successful. The TJBA is not a club in which membership implies babysitting benefits and/or entertainment privileges.

Practically speaking, the TJBA is an adult volunteer work program constructed and supervised by parents who desire to make its benefits extend to their children.

Each parent should join in the total effort. There is a place and a job for all. The burden of the operation of TJBA should not fall on a few. Parents who shirk their responsibilities cannot expect others to assume the burden.

Section 6 Amendments

These bylaws will be reviewed at the August Board meeting each year. At such time amendments can be suggested to the Board.

These bylaws may be amended by a 2/3 vote of the Board of TJBA.

These are the Bylaws which govern the Tuslaw Junior Baseball Association, adopted by the membership on \_\_\_\_\_, 20\_\_

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Jon Reedstrom  
President

The Tuslaw Junior Baseball Association prohibits discrimination in all of its activities and programs.

Conflict of Interest Statement