

# **Twin Town Warriors Travel Baseball**

**BYLAWS Rev. 07/01/2024**

## Table of Contents

Mission Statement	3
The Organization	3
Non-Discrimination Status	3
WTB Bylaws	4
Player Composition	4
Program Duration	4
Goals	4
Player Expectations	5
Parent Expectations	5
Manager/Coaches Expectation	6
Player Eligibility	7
Active Team Roster Size	7
Player Suspension	8
Player Removal	8
Organizational Structure	8
Board Election Process	10
Committee/Sub-Committee	11
Meetings	11
Financial Structure	12
Accounts Payable	12
Monthly Statement and/or Treasurer's Report	12
Donations and Support	12
Compensation	13
Insurance	13
Policies	13
Safety	13
Equipment	14
Uniforms	14
Parents Code of Conduct	15
Player Code of Conduct	16

## Mission Statement

The mission of the Twin Town Warriors Travel Baseball (WTB) program is to provide an opportunity for players with a heightened interest in the sport of baseball an opportunity to improve skills beyond traditional recreational programs and compete against youths from other communities with similar skill levels.

Warriors player development and competitive play will take place in a strictly sportsmanlike environment promoted by all managers, coaches, and board members. It is the intention of the WTB Board to ensure that sportsmanship and a sense of Twin Town community pride are always at the forefront of the WTB organization activities by all of its stakeholders. WTB is committed to offering a competitive, developmental, and affordable travel baseball program to the Twin Town Little League & Senior League players and their community.

## The Organization

WTB operates as a New York State non-profit organization which seeks to support youth development through competitive, community based travel baseball. Warriors player development and competitive play will take place in a strictly sportsmanlike environment promoted by all managers, coaches, and board members. It is the intention of the WTB Board to ensure that sportsmanship and a sense of Twin Town community pride are always at the forefront of the WTB organization activities by all of its stakeholders. WTB strives to provide a positive environment to encourage strength, character, discipline, sportsmanship, teamwork, dedication and respect for the game of baseball. WTB strives to successfully develop players to compete against the best competition available for our teams in the greater Capital Region, New York State, and regionally through tournament play. Currently, WTB plays in and is formally affiliated with the CD Elite Travel Baseball League (CD Elite) and Eastern New York Travel Baseball (ENYTB), with Twin Town Little League / Senior League (TTLL) as our community program.

## Non-Discrimination Status

WTB does not discriminate based upon sex, race, religion, national origin, ancestry, creed, political affiliation or belief.

## **WTB BYLAWS**

The bylaws are to be reviewed and signed annually by the current WTB board members by May 1<sup>st</sup>.

### **Player Composition**

Teams are composed of players that are eligible to play with, and actively registered with, TTLL unless exempt. All players must meet age, health, and skill eligibility requirements and must be approved by the WTB board.

### **Program Duration**

Our program continues to evolve to ensure that players can compete at the appropriate level and accommodate youth interest in multiple athletic and non-athletic activities. Workouts, practices, games and tournaments are scheduled as necessary to meet the commitment level of teams. Double headers and tournaments are available to every WTB team within each season. The number of tournaments and games to be played will vary by team and age. The exact practice regiment is determined by the team manager. Off season workout attendance is mandatory for Spring season teams. Weekly practice(s) during both Spring and Fall season are required. Practice and further development of baseball skills outside of the team are also expected and encouraged.

### **Goals**

The organizational goals of WTB are to:

- Field a highly competitive team, well regarded and successful baseball team(s) at each age level.
- Field a highly motivated, eager to learn developmental team(s) at each age level.
- Provide each player with the opportunity to learn, develop, and improve their baseball skills.
- Provide each player with an atmosphere that encourages mental, social, and emotional maturity.
- Open doors for future advancement in competitive sports.
- Participate in appropriate tournaments during each season of play.

## Player Expectations

Our players are expected to:

- Arrive on time
- Work hard.
- Maintain a positive attitude.
- Strive for improvement each day.
- Put the team ahead of their personal goals.
- Show respect to their coaches, teammates, opposing team, umpires and parents.
- Encourage their teammates.
- Discuss questions or concerns with their coach in a positive, mature manner.
- Represent the team appropriately on the field and in the community.

## Parent Expectations

Our parents are expected to:

- Arrive on time.
- Maintain a positive attitude.
- Put the team ahead of their personal goals.
- Display respect to coaches, opposing teams, umpires, other parents and board members.
- Not shout insults or verbally abuse the umpire. It's hard for a child to learn respect for the umpires or other officials when their parents set a poor example.
- Discuss questions or concerns with the coach in a calm, positive, respectful and mature manner. If you have an idea, criticism, or complaint, please wait at least 24 hours before bringing it up to the coach. This will help eliminate those items which do not warrant attention. While the use of e-mail is appropriate, please understand that interpretations are varied from the same stated written word and it is encouraged that you set aside some time to speak with the coach.
- NEVER challenge a coach's decision. Decisions will be made that, in retrospect, may not have been the best. However, it is our jobs as parents to support the coaches and not challenge them. If you disagree, do so respectfully. Please do your best to defer your communication of such differences to an appropriate time.
- Represent the team appropriately on the field and in the community.
- NOT shout instructions to your child. This only causes confusion, since the coach has already instructed your child on how to play. If you do shout instructions, your child will probably try to

please you and the coach at the same time. In trying to do 2 things at one time, the child becomes unable to handle his loyalties and ends up pleasing neither parent nor coach.

- Cheer for your child when he/she plays the ball well. However, remember that your child is a member of a team. Let the other players know you support them too.
- Suffer in silence (or moan softly) whenever something occurs that goes against your child's team. A display of anger may inflame a delicate situation resulting in embarrassment for you or your child.
- NOT run up and down the sidelines. Find a comfortable place to sit down or stand, relax and enjoy the game.
- Set the tone for good sportsmanship by adopting a positive attitude.
- Support all mandatory WTB fundraising activities, and TTLL participation.

## Manager/Coaches Expectation

The Manager and all Coaches are the team leaders and are expected to act as the role models for our players. The Manager and Coaches will strive to:

- Exemplify the highest character as a role model for young people.
- Recognize the individual worth and reinforce the self-image of each team member.
- Establish a realistic team goal and vision for each season and communicate that to the athletes and parents.
- Encourage and assist team members to set personal goals to achieve their highest athletic potential.
- Strive to develop the qualities of competence, character, civility, and citizenship in each team member.
- Provide a safe, challenging and encouraging environment for practice and competition.
- Gain an awareness of the importance of prevention, care and treatment of athletic injuries.
- Respect the integrity and judgement of the umpires and all game officials.
- Teach and advise by the rules of the game in letter and in spirit.
- Build and maintain ethical relationships with opposing coaches and administrators.
- Strive for excellence in coaching skills and techniques through continual professional improvement.
- Promote personal fitness and good nutrition.
- Be modest in victory and gracious in defeat.
- Communicate with all team players and parents in a respectful and ongoing manner.
- Commit to the off season and in season activities as each will continue to grow the player development and the program development that embodies the advancement of the Warriors organization.

## Player Eligibility

- 1) Players must meet the age requirement (Cal Ripken/Babe Ruth) for their respective team
- 2) Players must have attended at least one tryout for their appropriate age level, but may also attend additional age level tryouts, dependent on skill level and/or recommendation by a WTB manager or board member. \*\* Players must play one year at their age appropriate level. Going forward, players are able to try out one level up from their age appropriate level. \*\*
- 3) Players must be offered a roster spot by the team's Manager, and be approved by the WTB board.
- 4) WTB must have a birth certificate, commitment letter, and medical release form filled out and signed by the player's legal parents or guardians. These must be on file with WTB prior to the opening of online player registration. All documents and registration fees must be up to date before participation in any WTB games.

Additionally, players must be an eligible, registered participant in Twin Town Little League in the following capacity:

- (a) For the WTB Spring Season, the player must be registered in TTLL & WTB during that season.
- (b) For the WTB Spring Season, any age eligible player on a 13U or higher age Warriors team that is playing a modified or high school sport is not required to play Intermediate or Senior League for TTLL, if the proper exemption form is filled out properly, and on file with WTB.
- (c) For the WTB Fall Season, the player must be
  1. Registered in the current Fall program for TTLL -OR- was registered for TTLL in the prior Spring season.
  2. Any WTB player who is playing another Fall sport is NOT required to play in TTLL Rec. Baseball in the Fall.

WTB is a community based travel baseball organization open only to players eligible to play within the TTLL recreational baseball program.

## Active Team Roster Size

The active team roster size shall be as approved by the WTB board, but must minimally be 10 players for 7U through 12U, and 12 players for 13U and higher. There is a recommended maximum of 13 players for 7U & 8U teams, maximum of 12 players for 9u through 12u teams, and 15 for 13u and older teams. Should any roster size exceed 11 players, managers MUST have appropriate communication with families whose players are thought to be on the lower-end of the skill level to ensure that they understand that limited playing time is a possibility. All players on a given team are held to the same standards and expectations, as well as work ethic and financial obligation.

## Player Suspension

Any player may be suspended by their team Manager and/or the WTB board due to actions that are not in keeping with the goals and objectives of WTB by the player, their parents and/or guardian(s).

## Player Removal

The team Manager, WTB President, or WTB board may recommend that a player be removed from a team. Players may be removed by a majority vote of the WTB board. Any player may be removed from WTB team membership for non-payment of funds or based on the WTB Discipline Policy. No restitution is required for any player that is removed.

## Organizational Structure

**WTB Board** - The WTB Board is composed of the President, Vice President, Treasurer, Secretary, Fundraising Coordinator and Public Relations Director. The Board is entrusted to make decisions for the organization to further its mission and goals. All decisions by the board require a simple majority vote for all of its voting members. Upon unforeseen circumstances, an appointment of a Board member may occur in which that person becomes a temporary member until the next election. The WTB Board will serve a maximum 2-year term. At that time, new elections will be made and determined by the WTB Board if a longer term is needed.

**WTB President** – The WTB President is elected to organize, manage, and carry-on business for the organization to further its mission and goals. Direct responsibilities will include: Organization of winter workouts, registration of teams with leagues, and control of all general communication with WTB managers, the WTB board, and the organization as a whole. The President has the authority to appoint Parental Advisory Committee members to specific coordinator roles as needed to help carry out the day to day activities of WTB. Should any position on the board become vacant during a given year, the WTB President reserves the right, and maintains the authority, to appoint a person to fill that spot until the next election.

**WTB Vice-President** – The WTB Vice President is elected to handle all duties supplemental to the WTB President, and general oversight for all teams aged 12u and under. Responsibilities to 12u and under teams will include: scheduling and coordinating umpires, uniform ordering and distribution, and the scheduling and coordination of winter workouts. In the event that the President spot is vacated in the

season, the Vice President will assume the role of President until either (a) a new President can be identified that is approved by the WTB board or (b) a new election cycle occurs at the end of the season.

WTB Treasurer – The WTB Treasurer is elected to maintain all accounting records for the organization and have them available for presentation on a monthly basis or as requested. All WTB bank accounts will have 2 signature rights (Treasurer and President). The Treasurer is also responsible for paying all bills, according to WTB direction and filing appropriate tax forms to ensure maintenance of non-profit, tax exempt status. Should the President and Vice President both vacate their roles in the season, the Treasurer would assume Presidential responsibility until (a) a new President can be identified that is approved by the WTB board or (b) a new election cycle occurs at the end of the season

WTB Secretary – The WTB Secretary is elected to maintain minutes of all WTB meetings and ensure those minutes are available to the WTB board at all times. Additional responsibilities will include ordering and distributing of practice equipment, game balls, and any other team related gear to WTB Managers.

WTB Fundraising Coordinator – The WTB Fundraising Coordinator is elected to organize and oversee all fundraising events necessary to the continued financial health of the WTB organization. This includes but is not limited to: coin drops at multiple locations, super bowl squares, Warriors Day, Warriors at the Valley Cats day, and any other sponsorships, raffles, donations or events.

WTB Public Relations Director – The WTB Public Relations director is elected to manage all outbound communications, including the maintenance of the WTB League Lineup site, Sports Signup Play, Instagram and Facebook accounts. Also, any outreach, such as school promotional flyers, information pamphlets, etc. is the responsibility of this board member. Any communications through external media, such as “The Advertiser” are owned by this role.

WTB Parent Advisory Committee (PAC)– While the organization has the option through the direction of the board to identify a voluntary subgroup of WTB parents/families to be specifically identified as an active group that executes activities at the discretion of the board, this role is currently, as of Spring 2016, served by all families within the Warrior organization. The President has the ability to appoint specific PAC members to execute specific functions in support of the goals and mission of WTB. Some examples could include equipment director, uniform organizer, concession stand coordinator, etc.

WTB Manager – The Manager is a volunteer who will be the primary coach for a team and will be responsible for the guidance, direction, and/or coaching of the team. The Manager is also responsible for handling all communications to, and within their team in a timely fashion. Prospective Managers must notify the WTB board by June 30th, via email, of their intent to become a WTB manager, and to request tryouts be scheduled to form a team for the following Spring season. The Manager must be selected and approved by the WTB board. The Manager may select all other volunteer positions (Coaches, Scorekeeper, Team Parent) for the team being managed, but each on-field volunteer must be approved by the WTB board. NO other volunteer positions will be selected in advance of team selection, so that parental involvement will NOT drive player selection. The Manager may be removed by the WTB board

at any time, with cause, based upon violation of WTB policies. Replacement in such cases will be the responsibility of the WTB board.

**WTB Coaches** – The Coach is a volunteer position who will be responsible for coaching the team in general, as a scorekeeper, an assistant, or in a respective area of concentration (hitting, pitching, defense, fitness etc.) Coaches can be recommended by the Manager or the WTB board. The WTB board must approve all coaching nominations. Coaches may be removed by the WTB board based upon violation of the WTB policies.

**WTB Team Parent** – The team parent is a parent of a player on a given team that is responsible for all ancillary baseball items that ensure a successful season but are not related to the specific running of the team. Items include organization of team concession schedules, collecting funds for different activities, ensuring uniform naming and sizing are correct for the team, etc. This is not an on-field position, is not an elected position, and does not require board approval. However, each team Manager is required to designate a person to serve this role.

Other formal positions may be created by the WTB President with the approval of the WTB board as needed. Informal positions may be created by the President at any time.

All elected positions are for a 1-year term, July 1-June 30. Elections will be led by the current WTB board and will occur no later than May 31st in any given year. All newly elected members will begin attending meetings in June and will be included in board members' communications in an effort to help transition them into their positions. Outgoing board members are responsible for transferring any documentation, usernames/passwords, equipment on to the subsequent board member during this time. The transition activities, which will take place over a required transition period of June 1st to June 30th, should be considered in advance of a nomination for any board position. The newly elected members will take their positions effective July 1st.

## **Board Election Process**

Each person with intent to run for a WTB board position must submit such intent via email, to the current board President during the nomination period of May 1st thru May 14th. The PAC, coupled with the existing WTB board, will be the voting body. Each nominee is required to submit a “reason” as to why they intend to run for their specified position. The statement will be communicated to the voting body for consideration in advance of the vote. All nominee information will be sent to the voting body via email on May 15th. Votes will be accepted via email to the current board President, from May 15th thru May 31st. Should there be additional questions for any candidate from the voting body for any candidate; the WTB board should manage the process to ensure fair communications to all PAC members and nominees. Any PAC or WTB board member can not vote on a position for which they intend to run.

In the event of a tie for a position, each candidate will be asked to “make a statement”, either in person with the PAC/WTB board or through a written communication, at the discretion of the WTB board. A second vote will then take place. Should the result end in a tie, this process will continue until a winner is identified, or a candidate withdraws.

With each election cycle, and for all positions, a “write-in” option must always be available. If a write-in candidate wins the election but declines the offer, a new distribution of voting will resume for that position that will ignore responses for that specific candidate.

Should there be no interest in a specific position (no nominations), the elected President will work with the existing board to cover duties until such a person can be identified (upon WTB board approval). If the non-interest is in the President position, the Vice President will assume the role until the position is filled. The process would continue through the hierarchy as follows: President, Vice President, Treasurer, Secretary, Fundraising Coordinator and Public Relations Director.

## **Committee/Sub-Committee**

The President or WTB Board may create specific committees as necessary to carry out any required work to include day to day activities.

## **Meetings**

The WTB board shall meet as often as necessary to perform its duties. These meetings may be in person or over electronic medium (including any voting, which shall be recorded via the WTB secretary). All meetings shall be held at a reasonable time with an attempt to accommodate all WTB board members (and PAC members when applicable). These meetings must occur at a minimum on a monthly basis with a time and place to be agreed upon by the active board.

There will be specific WTB board meetings where the Managers and/or coaches will be required to attend and it is expected that they make every effort to participate (and as a last resort send a representative).

Any decision for a WTB board must ensure adequate representation at the meeting (quorum consisting of a majority of members), with a majority vote. Any cancellation of meetings should be distributed as early as possible and conversely, any special meeting should be scheduled with as much advance notice as possible. Any attempt to manipulate the voting of the board based upon an ability to attend a

meeting will not be tolerated and such actions can be formally escalated to the PAC by any board member for a voting consideration. Specifically, the board member can communicate to the PAC and ask for a special vote that would either (a) decide upon an issue that was voted upon by a manipulated board or (b) identify specific board members that need to be removed.

Decisions by the board will be ruled by majority unless a specific issue is raised, in advance, with a consensus requirement.

## **Financial Structure**

As a non-profit organization, WTB will collect from its players only those monies which it deems necessary in order to successfully accomplish its goals. This will include the process of mandatory WTB organization fundraising to keep the annual registration fees at a minimum.

### **Accounts Payable**

The process to handle all monies will be shared between the President and the Treasurer. Any purchase made greater than \$500 must have WTB Board approval. Any purchase made must have official communications sent (written, e-mail, text message), within 24 hours to the other party. As often as possible, purchases will be made only after an invoice has been sent from the vendor of service. As often as possible, purchases will be made via WTB checks or debit cards for approved online purchases.

### **Monthly Statement and/or Treasurer's Report**

At each WTB meeting, the Treasurer will issue an update on the financial health of the organization to include any/all activities since the last report and an updated fund balance.

## **Donations and Support**

WTB is a non-profit (501(c)(3)) organization and actively seeks the generous support of the community, local merchants, and civic organizations. Each member of the WTB (Board, PAC, Managers, Coaches, and Parents/Guardians) will be expected to participate in the social gatherings that are organized by the WTB board or PAC. This responsibility extends to mandatory fundraising activities where minimum levels of participation WILL be expected (time, monetary responsibility or both).

## Compensation

No Manager, Coach, player or other volunteer in WTB shall receive, directly or indirectly any salary, compensation or emolument from the WTB (or vendor) for services rendered (or goods purchased) as Manager, Coach, player or volunteer. However, nothing in these rules shall prevent a person affiliated with WTB in any of these capacities from receiving reimbursement from the WTB for reasonable expenses incurred in providing services to WTB or for professional services rendered that have been approved by the WTB board.

## Insurance

WTB will carry insurance coverage each year in operation through Riverfront Insurance Agency, Sadler Insurance Agency, or equivalent agency/agencies to support the necessary requirements to enable seasonal activities. This policy will cover all team personnel including players, coaches and volunteers for games, practices, team meetings, banquets and event fundraisers; it will also cover legal defense expenses. In addition, the policy also will cover sports accident medical coverage.

## Policies

The WTB board is responsible for developing and maintaining all policies governing conduct and discipline. All players, parents, managers, coaches, PAC members and WTB board members are expected to adhere to all approved WTB policies and code of conduct.

## Safety

The safety of all of our players is of the utmost importance. The WTB reserves the right to perform a background check on any parent, coach, board member or officer that might come in contact with a juvenile. The WTB Board reserves the right to limit or dismiss any parent, manager, coach, board member or officer at their discretion.

## Equipment

Players are expected to supply all of their own equipment. Some equipment may be supplied by WTB at the discretion of the Manager, Coaches, or WTB board. All equipment must meet proper safety standards and be appropriate, and legal, for team play. All equipment supplied by WTB is owned by WTB and should be returned upon seasonal completion by the team Manager.

## Uniforms

Each Spring, new uniforms will be purchased. Each fall, the uniforms from the spring shall be used or reused. Exceptions to this policy must be voted on and approved through the WTB Board. All players must wear uniforms that match their specific team, and make every effort to keep their uniforms in good condition throughout the season. Any replacement garments may be ordered through WTB, but will come at an increased fee and lead time due to each specific vendor's policies. WTB does not make a profit from uniform garments, and will make every effort to keep the uniform pricing as reasonable as possible for the families in our community.

## Parents Code of Conduct

1. I will let the players play: Cheer them on when they do well, encourage them when they don't. I will not coach or instruct from the stands, and will not interfere with the game. I will not expect more than they can deliver. Most importantly, I'll be a fan of everyone on the team, not just my own child.
2. I will let the coaches coach: My child's Coach needs my cooperation and respect even if I disagree with how the team is managed. If I don't agree with the way the coach manages any aspect of a game or practice, I will facilitate a calm conversation with the Coach another day.
3. I will communicate responsibly: If a problem needs to be discussed, I will wait 24 hours to request a meeting with the Coach or Manager to calmly discuss the issue. Any safety or health related item will be identified immediately. If a meeting with the Coach or Manager cannot be arranged in a timely manner, I will make every attempt to schedule a meeting.
4. I will let the umpires umpire: I will accept the calls made by the umpire and understand that the Warriors Manager is the sole individual responsible for reviewing plays and rules with the umpire. I will not make any negative comments to the umpires, or about their calls.
5. I understand that playing for Warriors Travel Baseball is a privilege: Our family made the decision completely voluntarily, without any pressure or coercion. I acknowledge that paying the registration fee entitles my son/daughter to nothing more than being part of the team.
6. I agree and understand the reality that playing time cannot be equal: Some players may have more plate appearances, innings pitched, positions and roles than other players. That is the nature of the game and is at the discretion of the Manager and Coaches.
7. I will not enter the dugout or participate in conversations with the team during a game: I will ensure that my son/daughter is prepared with everything he/she needs prior to the game.
8. I will encourage my child to take ownership and be responsible for his/her baseball experience.
9. I will encourage my child to follow the Player Code of Conduct.
10. I will display good sportsmanship both in victory, and in defeat.
11. I will respect the facilities that we play in, and I will assist in keeping them clean and safe.
12. I will positively encourage players on the field: I will refrain from making any loud or obnoxious noises, yelling, screaming, or making any intentional distractions.
13. I will not bring or consume alcohol/tobacco/illegal drugs prior to or while at any facilities where any WTB team is present.

Signed:

Date:

Print Name

Signed

Date:

Print Name

## Player Code of Conduct

1. I will learn the rules of the game and follow them.
2. I will be respectful of my teammates, all coaches, opponents, umpires and fans.
3. I will not challenge, dispute or criticize any call made by an umpire.
4. I will bring problems to the attention of the coach in private.
5. I will ask my coach "How?" and not "Why?"
6. I will not criticize the players on either team or the fans supporting the team.
7. I will not use unsportsmanlike conduct during a practice or game.
8. I will not start a fight with another player, including teammates.
9. I will not use foul language at any time while representing Warriors Travel Baseball.
10. Once the game begins, I will remain in the dugout unless I obtain permission from the coach to leave.
11. I will not eat in the dugout during the game unless I get permission from the coach.
12. I will notify my coach if I am unable to make a practice or game.
13. I will make sure I clean the dugout, gather all team equipment and collect my personal belongings at the end of each practice or game.
14. I will not talk when the coach is speaking and I will watch the coach during player instruction.
15. I will respect my coach's decisions when it comes to the line-up, batting order, etc.
16. I will give 100% effort regardless of where I play.
17. I will handle equipment with care to ensure the personal safety of me, my teammates, the coaches, the fans and other players on the field.
18. I will congratulate the opposing players, umpires and coaches at the end of each game win or lose.
19. I will wear my uniform with pride, wear a hat at all times, keep my jersey tucked in and keep my equipment in good condition. I will always COME CLEAN AND LEAVE DIRTY.
20. I will play hard and work towards using the methods taught by the coaches.
21. I will remember that the goals of the game are to have fun, improve skills, develop discipline and learn how to play the game as part of a team.
22. I will come prepared to all team activities and am responsible for getting to practice on time.  
This is my responsibility as much as my parents' (guardians') responsibility.
23. I will follow the Travel Policy rules for overnight tournaments (where applicable).
24. I ACKNOWLEDGE THAT AND "ALL WARRIORS" COME BEFORE "The Warrior."

#### Code violations

1<sup>st</sup> violation: Coach will supply a written warning via e-mail to the player and schedule a brief meeting.

Coach must cc the WTB Board members on such communication.

2<sup>nd</sup> violation: A one game suspension (or similar penalty) will be enforced along with an apology to team

Other penalties could include extra conditioning, service/cleaning hours, and loss of privileges.

3<sup>rd</sup> violation: Termination from program (non-refundable)

Any player that is terminated from the program may make an appeal through the WTB board.

Signed:

Date:

Print Name:

## BYLAWS Acceptance and Changes

These bylaws are accepted by those identified by the signatures below. Any changes to these bylaws will require a majority vote of the Warriors Travel Baseball Board.

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President- Nick Monk

Vice President- Jeff Vachon

2nd Vice President- Mike Fil

Treasurer- Eric Weatherwax

Secretary- Kate Ryan

Public Relations- Marisa Clow

Fundraising Coordinator- Heather Pratt