

BY-LAWS OF THE SOUTH FAYETTE BASEBALL AND SOFTBALL ASSOCIATION

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TABLE OF CONTENTS

ARTICLE I	PURPOSE/MISSION
ARTICLE II	MEMBERSHIP REQUIREMENTS
ARTICLE III	MEETINGS
ARTICLE IV	OFFICERS
ARTICLE V	DUTIES OF OFFICERS
ARTICLE VI	REMOVAL OF OFFICER CLAUSE
ARTICLE VII	PAID OFFICERS
ARTICLE VIII	DISCIPLINARY ACTION
ARTICLE IX	NON-PROFIT ORGANIZATION
ARTICLE X	RULES COMMITTEE
ARTICLE XI	DISCIPLINARY COMMITTEE
ARTICLE XII	SFBSA MANAGER RESPONSIBILITIES
ARTICLE XIII	DRAFT PROCEDURES
ARTICLE XIV	PLAYER ELIGIBILITY
ARTICLE XV	TRAVEL LEAGUES
ARTICLE XVI	CODE OF CONDUCT
ARTICLE XVII	BY-LAWS
ARTICLE XVIII	TAX CODE PROVISION

SOUTH FAYETTE BASEBALL & SOFTBALL ASSOCIATION BYLAWS

Article I. Purpose/Mission

The Officers, Members, Managers, and parent volunteers are obligated to provide all interested boys and girls of South Fayette Township the opportunity to participate in the sport of baseball or softball. The Association will make every effort to identify the most qualified managers to ensure the children receive the best instruction possible while also providing a safe, inclusive environment that emphasizes the important values of life, including teamwork, sportsmanship, loyalty and self-esteem.

As the children mature and develop their skills, it is the responsibility of the Association to identify ways to accommodate those individuals who seek a more advanced and competitive level of play to best prepare them to compete at the high school level or beyond.

Article II. Membership Requirements

Section 1: Membership in this Association shall be open to all individuals that are residents of South Fayette Township, and at least 18 years of age and of good moral character and reputation.

Section 2: There shall be two classes of membership, the first of which shall be called the Board of Directors, and the second shall be called Regular members.

Section 3: Any Regular member can become a member of the Board of Directors. Board of Directors members and Regular members that have attended 5 meetings within the association year (November through following October) shall elect all officers and plan all activities for the SFBSA. Regular members and the Board of Directors may be allowed the privileges of the floor and can vote if they attend 5 or more meetings annually.

Article III. Meetings

Section 1: The regular meeting of the SFBSA shall convene once a month unless written notice is given stating a different date and time of the meeting.

Section 2: The regular monthly meeting of complete membership shall be in the months of January, February, March, April, May, June, August, September, October, and November.

Section 3: Five officers from the Board of Directors shall constitute a quorum for a meeting. Majority vote rules.

Section 4: Special meetings shall be called by the Secretary at the direction of the President.

Section 5: Board Members and managers are expected to attend all monthly meetings. Meeting attendance is a consideration in the Board's selection of team managers.

Article IV. Officers

Section 1: The officers of the Association shall consist of the following: President, Vice President, Secretary, Treasurer, Equipment Manager, Field Manager, Boys Commissioner, Girls Commissioner, Field Scheduler, Concessions Manager, and Tournament/Travel Director.

Section 2: No member shall hold two offices at the same time, unless a current member resigns mid-year. The President has discretion to make a temporary appointment of a current officer to the open position.

Section 3: The nominations of officers shall be held every year at the meeting in October. Elections are held at the November meeting.

Section 4: The newly-elected officers shall take office immediately following the November meeting.

Section 5: Officers of the Board of Directors may succeed themselves.

Section 6: All officers shall be members of the Board of Directors. All officers shall be elected by ballot of all voting members present at the November meeting.

Section 7: At least one officer should attend the Township's Parks & Recreation board meeting and South Fayette Athletic Association meeting.

Article V. Duties of Officers

President: The duties of the President are to, in general, lead and oversee all business of the Association. He/She shall preside at all meetings. He/She shall find or appoint the members to fill the necessary positions to run the Association as efficiently as possible for that year. He/She shall be a member of all committees and be kept informed of all Association business.

Vice President: The Vice President shall perform all the duties of the President during his absence or inability to serve. The VP shall be responsible for carrying out all that is designated by the President and fundraising.

Secretary:

The Secretary shall keep accurate and complete minutes of all of the Association's business, which shall be open at all times to the Board of Directors. All records shall be maintained appropriately.

The Secretary shall be an officer of the Association. He/She shall record all minutes for all meetings. He/She will post it on the SFBSA's website before the next month's meeting.

The Secretary shall be responsible for collecting & maintaining coach's clearances. The Secretary shall also communicate with other members of the Association at the direction of the President and Board of Directors.

Treasurer:

The Treasurer shall keep a complete accurate record of all of the Association's finances which shall be open at all times to all members and the Board of Directors

The Treasurer is authorized to receive all money due to the Association

The Treasurer shall make a statement as to the Association's receipts and its disbursements at each meeting.

All monies of the Association shall be deposited in a Bank to be approved by the Board of Directors and be subject to withdrawal only upon the authorization of the Board of Directors

Equipment Manager:

The Equipment Manager shall be responsible for buying, disbursing and handling the repairs of all athletic equipment and fields,.

He/She shall buy necessary equipment approved by the Board of Directors for the operation of all of the teams, and shall submit bill of sale to the Treasurer.

Field Manger:

The Field Manager shall coordinate all aspects of SFBSA's facility maintenance and improvements. This will include but not be limited to field maintenance and ordering supplies, coordination of field maintenance schedules, field equipment upkeep, and any other items required for field and facility needs.

Baseball

Commissioner: The Baseball Commissioner shall be responsible for all items related to baseball within the Association, including but not limited to the list of duties available for reference.

Softball

Commissioner: The Softball Commissioner shall be responsible for all items related to softball within the Association, including but not limited to the list of duties available for reference.

Field

Scheduler: The Field Scheduler shall be responsible for scheduling and communicating field times for practices, games and tournaments.

Concessions

Manager: The Concessions Manager shall be responsible for maintaining and managing the concession stand and scheduling and training the concession workers.

Tournament/

Travel Director: The Tournament Director shall be the primary point person regarding all business that has to do with the All Star Tournaments, including posting tournaments on the MCAA website, securing trophies, and overseeing travel baseball and softball.

Article VI. Removal of Officer Clause

With the concurrence of 3/4 of the board members voting at the meeting may remove any officer of the Board of Directors with cause and elect a successor for the unexpired term. No officer of the Board of Directors shall be expelled without an opportunity to address the Board or other Members after receiving notice of the basis for removal.

Article VII. Paid Officers

No officer or member shall receive any compensation for personal services rendered with the exception of mileage expenses at the current government rate per mile for the Equipment Manager and Concessions Manager. The expenses should be approved by the President or Vice President and the Treasurer.

Article VIII. Disciplinary Action (Players, Managers, Coaches or Parents)

- Section 1:** Any member of the Association in violation of the Code of Conduct or other conduct unbecoming of reasonable standards of acceptable behavior will be subject to discipline by the Disciplinary Committee made up of 5 members of the Board of Directors. If discipline or an additional sanction is warranted, the Disciplinary Committee will make a recommendation to the full Board which they may approve, reject, or modify. Any member having been suspended, however, may be reinstated by a majority vote of the Board present at a regular meeting.
- Section 2:** The SFBSA will reserve the right to determine if the individual that has been suspended will be permitted to remain as a spectator on the grounds where a game or practice is being held. If that person or persons does not comply that game may result in a forfeit.
- Section 3:** Any individual who has been removed from the playing field by an umpire for conduct unbecoming may be subject to a disciplinary hearing to determine if an additional sanction is warranted. Disciplinary action may result in a verbal warning up to and including dismissal from the Association. In the event the individual is dismissed from the Association, re-application must be approved by the Board of Directors.
- Section 4:** Every member and parent shall be responsible to sign and adhere to the SFBSA Code of Conduct at time of registration.

Article IX. Non-Profit Organization

The SFBSA is a non-profit organization with administrative staff and coaching staff serving without monetary compensation.

Article X. Rules Committee

The Rules Committee consists of the Board of Directors and the League Commissioners. The Committee must attend the rules meeting. The Rules Committee shall consist of at least 5 members. The Baseball & Softball Commissioners should be responsible for presiding over the rules meeting. The playing rules will be reviewed by the Rules Committee annually and all rule changes must be approved by the Rules Committee.

Article XI. Disciplinary Committee

The Disciplinary Committee consists of the Board of Directors. The Committee will consist of at least 5 members. The Committee must attend all regular meetings. If any immediate disciplinary action is needed, the Disciplinary Committee may call a private meeting to discuss what, if any, action will be taken. A disciplinary meeting must consist of no less than 3 Disciplinary Committee Members. The Secretary is to take notes and witness what was discussed. The Secretary will inform the Association of any discipline or sanction imposed.

Article XII. SFBSA Managers Responsibilities

MEETINGS:

Section 1:

Managers are expected to attend all meetings. All meetings are held on the 2nd Sunday of each month at 7:00 PM. The meeting months are January, February, March, April, May, June, August, September, October and November. Meeting attendance will be a criteria in the coach selection process. The Board of Directors have discretion to appoint coaches as needed.

Section 2:

All Managers are expected to attend all SFBSA Board meetings beginning at the Coach Pitch level. If you do not attend at least five (5) meetings, you may not be eligible to manage a team the following year and will not be eligible to vote in the annual elections.

Section 3:

Every November the Board of Directors will evaluate the managers and rules of the past year.

Section 4:

An attendance sheet will be available at each meeting for the coaches and managers to sign in.

Section 5:

A manager is allowed to have up to and including 3 assistant coaches to assist with practices and games. All assistant coaches are subject to board review and approval.

Section 6:

All Managers will be responsible to provide a \$100 post-dated deposit check to receive their coaching equipment. All equipment assigned must be returned within the calendar year and the deposit check will not be cashed. If the equipment is not returned, the check will be cashed.

Section 7:

All Home Team Managers should be responsible for field preparation prior to game and after game, including but not limited to dragging fields, putting in bases, pulling out bases, tarping the field if necessary, etc. Each team should clean up their respective dugouts after each game.

Section 8:

All Managers and assistants are required to have a Pennsylvania Child Abuse History Clearance and a Pennsylvania State Police (PSP) Criminal Record Check. Additionally, a fingerprint based federal criminal history (FBI) submitted through the PSP is required if the volunteer has not been a resident of PA for the past 10 years.

Volunteers who are not required to get the FBI certification must still swear or affirm in writing that they are not disqualified from service based upon a conviction of an offense under §6344. Clearances are valid for 5 years. If Managers have clearances from coaching other sports, those clearances will be subject to approval by the Board of Directors.

If a criminal record check is turned in with a prior offense listed, the Secretary will inform the President and the appropriate League Commissioner. The President, League Commissioner and Secretary will meet with the coach to obtain additional details regarding the offense and make a determination based on Pennsylvania Background Check requirements if the coach is able to participate in the Association.

Clearances information is available as follows:

<https://www.compass.state.pa.us/cwis/public/home>
<https://www.dhs.pa.gov/KeepKidsSafe/Resources/Documents/Disclosure%20Statement%20for%20Volunteers.pdf>
<https://www.fbi.gov/services/cjis/identity-history-summary-checks>
<https://epatch.state.pa.us/Home.jsp>

SPRING BALL:

Section 1: Spring Ball is played from the beginning of March until the end of June, including practices and games. (15U Fast Pitch and Colt Leagues, if available, do not start until Mid-May due to the high school season)

Section 2: Spring Baseball offerings include PreT-Ball through Colt League. Spring Softball offerings include 6U Softball, 8U Softball, 10U – 18U Softball fast pitch. Baseball will follow birthdate cutoff requirements of April 30th for baseball players. December 31st is the age cutoff for softball players.

Section 3: All Managers should know and follow the Rules of Play that are distributed to the Managers by the Baseball & Softball Commissioners each year.

FALL BALL:

Section 1: The Fall Ball season typically begins in the middle of August (September for softball) until the end of October. No more than 12 home games will be played. If additional home games are played, it is up to the Manager to pay umpire fees and the individual teams will be responsible for the costs.

Section 2: When possible, Fall baseball is played at the Pre T-Ball level and up to Pony League and Fall softball is played at 8U Slow Pitch, 10U – 15U slow & fast pitch. Fall Ball players should register for where they will be playing

in the upcoming Spring season (CVC & GPSL Rules require that players

play at the level they would in the Spring).

Section 3: All Managers should know and follow the Rules of Play that are distributed to the Managers by the Boys & Girls Commissioners each year.

KEEPING RESPONSIBILITY FOR YOUR TEAM UNTIL THE NEXT JANUARY MEETING:

Section 1: You remain responsible for your regular season team until the following January meeting for phone chain/email purposes.

Section 2: After the January meeting you should communicate with your last year's team to remind them of Spring registration sign up dates. If you move or cannot do this, then please give your roster to one of your assistant coaches or a Board Member.

Section 3: You must return your equipment at the date set by the Equipment Manager each year in August if you are not managing a Fall Ball team. If you are managing a Fall Ball team you must return your equipment in November.

CANCELING OF GAMES:

Section 1: You can only cancel a game within a reasonable time of the game starting due to weather only.

Section 2: The scheduler will try to accommodate the team before the schedule is made out with proper notice. After schedules are made, there is no canceling of games.

Section 3: Canceling a game for any other reason other than weather or a major school function impacting player participation is prohibited.

Section 4: The Home Team Manager must notify the opposing team, umpires and the concession stand at latest by 60 minutes prior to the start of the game.

COMMISSIONERS:

Section 1: Boys and Girls Commissioners must make sure all of the above is getting done and the Rules of Play are being followed.

Section 2: Phone Chain/Email Chain --- Commissioners are responsible for calling the managers in their own divisions.

Section 3: Commissioners should take responsibility and try to work out any problems that may occur during the course of the year. All problems must

go to the Commissioners first and then to the Board of Directors second.

Article XIII. Draft Procedures

Goals of Draft

All SFBSA in-house teams that will be competing with or against other SFBSA in-house teams in the same division are expected to draft teams in good faith with the goal of a fair and equitable distribution of talent and coaches between the teams. All SFBSA teams that compete outside of South Fayette will be governed by the rules of play provided by the league they participate.

Siblings will automatically be put on the same team.

Article XIV. Player Eligibility

Section 1:

The age cutoff for baseball players, including T-ball, shall be April 30th. Children playing T-ball within the SFBSA must be age 5 on or before April 30th of the same year as the Spring season. The cutoff date for softball is December 31st of the year prior to the current Spring season (i.e., cutoff for 2021 Spring season is December 31, 2020).

EXCEPTION: Girls that reach age 5 by April 30th of the Spring season may play T-ball and girls that reach age 7 by April 30th of the Spring season may play 8U softball.

All parents must supply the Association with a copy of the child's birth certificate at the time of registration and register to play at the corresponding age level. Notwithstanding the above, at the request of the Board and subject to parental consent, players may be moved up to play at a different level to fill teams at certain age levels.

Division	Ages
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Section 2:

Subject to the exceptions below, the SFBSA requires all players to play in their given age groups.

6-Year Old Exception to Age Requirements: a child who is 6-years old prior to the applicable cutoff date and who has played 1 or more years of T-ball, may move up to the next division in baseball or softball. Additionally, he/she will not be eligible for All Stars as a 6-year old and he/she will play 3 years at the next level (coach pitch baseball or 8U softball) unless the "School Year Classmate" Exception below also applies.

School Year Classmate Exception: for those children whose birthday falls after the applicable cutoff date, but who are in the same grade in school as those whose birthdays fall prior to the applicable cutoff date (e.g., a baseball player who turns 7 after April 30th, but is in 1st grade as of the Spring season of the same year) may elect to play ahead 1 year with his/her classmates in the same grade. Once this election is made and the child

plays at the next age group, he/she may not elect to return to his/her original age group.

Little League Baseball Exception: once a child reaches Little League, he/she may elect to play-up 1-year (i.e. a 12-year old playing as a 13-year old in Pony League), but only if it is necessary to complete a roster at the higher age group. Approval shall be granted by the Board of Directors prior to the first scheduled game of the season.

Softball: while the SFBSA encourages players to "play their age", it recognizes there are instances where "playing up" is appropriate. Players registering for softball may request to play up by one age division if they so desire. Those who wish to play up will be subject to an independent third party evaluation (selected by the Board, but at the player's sole expense) who will offer an opinion to the Softball Commissioner about whether or not playing up is appropriate for the player requesting to do so. The evaluation is used to determine that the player can safely and competitively play at the higher level. All "playing up" decisions are within the sole discretion of the Board of Directors and are final.

Additionally, those playing up will be eligible for All Stars in the division where they play the in-house season, with the exception of 6 year olds playing up to the 8U Coach Pitch division. 6-year olds will not be eligible for All Stars.

Section 3: Any player granted by Board approval to play in an older age group (referred to as "playing up") must play all SFBSA approved games at the older age level for that entire season.

Section 4: A player may never play at a younger age level unless reasonable accommodations are appropriate which must be evaluated and approved by the Board of Directors.

Section 5: No player can play on two teams that will take away playing time from the regular rostered team without the approval of the Board of Directors. If a player is playing in an outside league, in-house games should take precedence.

Section 6: No player from outside the Township can play for the Association unless prior approval of the Board of Directors is granted. Failure to disclose a registered player from outside the Township will result in dismissal from the Association and forfeiture of games played by that individual. Players from outside the township are permitted to register in South Fayette only if there is not a team at the age group and/or division within the players' school district. This rule is subject to Board discretion. Players residing outside of South Fayette Township will not be eligible for SFBSA All-Star or travel teams unless prior approval is granted by the Board of Directors.

Section 7:

Players selected for a tournament team may not miss regular season games in order to attend tournament practices.

Penalty:

First Offense – Suspension of first 2 games next season.

Subsequent Offense – Player will be prohibited from tournament participation.

Section 8:

All-Star selections must make 75% of regularly scheduled in-house games played up to the All Star voting date. Exceptions may be considered to the 75% rule in regards to special circumstances (injury, illness, etc.), but the circumstances to allow the exception must be Board approved. Players must also need to commit to availability for at least 2 out of 3 of the tournaments. Performance in in-house games, Travel league play, and tryouts (if applicable) may be used for selection as an All-Star player. The Spring Season's Summer All-Star teams that were selected through the SFBSA All-Star voting process will be the next year's Sunday League Travel Teams. In order to participate in these Sunday League Travel Teams, all travel team players must also play in the in-house season.

TEAM OUTLINES AND AGE ELIGIBILITY:

The cutoff date shall be April 30th for baseball players. The cutoff date for girls' softball is December 31st of the year prior to the current Spring season (i.e., cutoff for 2022 Spring season is December 31, 2021).

BASEBALL:

<u>Division:</u>	<u>Ages:</u>
Pre-T	3-4 Years Old by April 30
T-Ball	5-6 Years Old by April 30
Coach Pitch	7-8 Years Old by April 30
Minor League	9-10 Years Old by April 30
Little League	11-12 Years Old by April
30 Pony League	13-14 Years Old by April
30 Colt League	15-16 Years Old by April
30	

SOFTBALL:

<u>Division:</u>	<u>Ages:</u>
6U Softball	5-6 Years Old by Dec 31
8U Softball	7-8 Years Old by Dec 31
10U Softball	9-10 Years Old by Dec 31
12U Softball	11-12 Years Old by Dec 31
15U Softball	13-15 Years Old by Dec
31 18U Fast Pitch	16-18 Years Old by Dec 31

Article XV. TRAVEL LEAGUES

The travel teams that are selected through the SFBSA All-Star voting process will be governed by the SFBSA. The SFBSA will provide field time, insurance and supplies to those travel teams that were SFBSA All-Stars the prior year and continue to play together through the next season and play in-house. Any events hosted by the SFBSA will also be considered SFBSA-sponsored tournaments.

Article XVI. CODE OF CONDUCT (Officers, Managers, Coaches, Parents, Players and Relatives)

The reason the SFBSA exists is to provide quality baseball and softball offerings to the youth of South Fayette Township. The SFBSA's baseball and softball offerings are intended to and shall be provided in a safe, sportsmanlike and fun environment for the players, coaches, spectators and umpires. Participation in the SFBSA and its programs is a privilege and the Board of Directors requires all those who participate to act in the best interests of the children who participate in its baseball and softball programs. Failure to abide by the SFBSA's Code of Conduct or engaging in conduct unbecoming of the expectations for youth sports will not be tolerated and subject the offender to sanction or expulsion from the SFBSA's programs.



SOUTH FAYETTE YOUTH BASEBALL AND SOFTBALL ASSOCIATION CODE OF CONDUCT

For purposes of this document, the term **Member** refers to SFBSA Board Members, Coaches, Parents, Fans, Players, Officials and anyone else who may be involved in the SFBSA or an SFBSA Event (including but not limited to in-house or travel baseball/softball practices and games, tournaments, fundraisers, league meetings, etc.)

As a **Member** of the South Fayette Baseball and Softball Association (SFBSA), I agree to represent the SFBSA in a positive and appropriate manner in accordance with this **Code of Conduct** document.

1. I will treat other **Members** in a civil manner and with respect
2. I will not engage in or tolerate behavior that endangers the well-being of a child (including but not limited to screaming, fighting, bullying, teasing, ridiculing, throwing equipment, etc.) or that is not appropriate to be demonstrated in the presence of children.
3. I will not use profanity or use abusive language on the bench, in the field, or in the stands at any SFBSA event
4. I will accept the decision of the officials as being fair and will not use any verbal or physical abuse of any kind against any official no matter what the circumstance
5. I will lead by example and demonstrate good sportsmanship and emphasize teamwork. I will be a positive role model and help teach the game of baseball and softball to the best of my ability.
6. I will respect the property and fields of the SFBSA (including all equipment, structures and supplies, etc.)
7. I will comply with all rules for baseball and softball that were established by the league and the SFBSA
8. I will remember that the SFBSA is for the benefit of the children who participate and should be fun for them and teach them the fundamentals of baseball and softball

I further understand that for violation of this **Code of Conduct**, I could be subject to consequences that may lead to discipline, suspension or termination from the SFBSA as reasonably determined by the SFBSA Board Members. Should any concern arise about another **Member**, I will contact an SFBSA Board Member.

Signed by: _____

Date: _____

Name Printed: _____

Article XVII. By-Laws

These By-Laws cannot be suspended. The by-laws of this Association may be amended, annulled, or new by-laws made at a regular meeting by a 2/3 majority vote of the members present, provided that the proposed amendment or annulment or proposed new by-laws shall have been presented in writing and read at a prior regular meeting of the Association.

Article XVIII. Tax Code Provision

Upon the dissolution of the corporation or the organization, the Board of Directors or governing staff shall, after paying or making provision for the payment of all of the liabilities of the corporation or organization, dispose of all the assets of the corporation or organization in such manner, or to such organization(s) organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization(s) under section 501©(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States internal Revenue Law), as the Board of Directors or governing staff shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation or organization is then located, exclusively for such purposes as said Court shall determine, which are organized and operated exclusively for such purposes.