

BY LAWS
Revere Youth Baseball and Softball League
Revere, Massachusetts

Ratified by the Membership on November 30, 2009

PURPOSE AND GOALS

The purpose of the Revere Youth Baseball and Softball League is to provide an opportunity for youngsters to learn the fundamentals of baseball and to facilitate their enjoyable participation in this activity. Objectives include the development of positive social values and character traits, good citizenship, physical and mental well being, and a knowledge, appreciation and interest in baseball. The primary goal of this program is that all boys and girls who sign up and tryout, be placed on a team and given the opportunity to participate in every game. Our objective is to ensure that the welfare of all participants be kept free from any adult ambition or personal glory. Children between the ages of 4 and 12 are invited to play in our league, and no child shall ever be denied the opportunity to join our league for any reason.

Article 1

Description and Function of the League

Section 1. The League shall be composed of five Divisions: Tee-Ball, Junior Softball, Senior Softball, Minor Baseball and Major Baseball. Members of the League include all team Managers and the Board of Directors.

Section 2. The League will be governed by a Board of Directors. The Board of Directors (Board) shall consist of the following members: President, President of Softball, Vice President, Treasurer, Secretary, League Administrator, Major League Coordinator, Minor League Coordinator, Tee-Ball Coordinator, Fundraising Chairman, Sponsor Chairman, Equipment Manager and Umpire-in-Chief.

Section 3. The League will meet at least once annually, in the spring. The President may call any additional meetings he/she deems necessary. A quorum will consist of one-third the membership.

Section 4. The Board will meet a minimum of quarterly. A legal act of the Board shall consist of a majority vote of the qualified voters present. A quorum shall consist of a majority of the board, authorized and present. The President or League Administrator may call any additional meetings as he/she deems necessary.

Article II

Officers, Board Members, Members and Committees

Officers

Section 1. Officers shall be elected by the membership at the annual fall meeting, with the terms of office to be one year. Should an office become vacant during the term, the President may appoint a replacement.

The Officers shall consist of the following positions:

President
Vice President
Treasurer
Secretary
Immediate Past President

Additional Board Members chosen by a vote of the members:

Commissioner, Softball	Major League Coordinator	Minor League Coordinator
Tee-Ball Coordinator	Fundraising Chairman	
Sponsorship Chairman	Equipment Manager	
Umpire-in-Chief		

All Officers and Board Members are elected by the Members of the league, as defined in these bylaws. The term of all Members is one Year.

Appointments

The President of the league appoints the Treasurer to a position coterminus with the President's term.

Members

Section 2. Members of the League will consist of current Managers and current Board Members. Each member will have one vote for each Officer position being elected. Managers are appointed by the President.

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Rules Committee

Section 3. The Rules Committee shall consist of following members: the President, Vice President, President – Softball (concerning Softball matters) one Manager from each League, and all League Coordinators.

Article III
Powers and Duties

President

Section 1. The powers, duties and responsibilities of the President are as follows:

1. Direct and guide the League.
2. Carry out the will of the members as expressed by a majority vote.
3. Represent and speak on behalf of the League.
4. Preside at meetings of the Board.
5. Carry out such other duties as requested by the Board.
6. Supervise the League Coordinators in the performance of their responsibilities.
7. Determine when games are to be cancelled and coordinate the scheduling of makeup games.
8. Coordinate the recruitment and assignment of managers with the Coordinators of each league.
11. Oversee individual responsible for communications to local news media.
12. Appoint and over-see all ad-hoc committees.

President- Softball

Section 2. The powers, duties and responsibilities of the President-Softball are as follows:

1. Direct and guide the Softball divisions.
2. Carry out the will of the members as expressed by a majority vote.
3. Represent and speak on behalf of the Softball Divisions.
4. Carry out such other duties as requested by the Board.
5. Supervise the Managers in the performance of their responsibilities.
6. Determine when games are to be cancelled and coordinate the scheduling of makeup games.
7. Coordinate the recruitment and assignment of managers of the Divisions.

Vice-President

Section 3. The powers, duties and responsibilities of the Vice President are as follows:

1. Assist the President in the performance of his/her responsibilities.
2. Act for the President in his/her absence.
3. Schedule the leagues regular seasons games as directed by the President. Make list of field availability. This duty can be assigned as necessary.
4. Over-see ad-hoc committees as directed by the President.
5. Undertake any such other duties assigned by the President.

Treasurer

Section 4. The powers, duties and responsibilities of the treasurer are as follows:

1. Receive all monies for deposits/disbursement and maintain the League's checking and savings accounts.
2. Keep an exact account of all receipts and expenditures of monies and all monies on hand.
3. Prepare an accurate, written and current Treasurer's report for all Board Meetings. This is defined as a financial sheet including income, expenditures, and year-to-date account balance.
4. Pay all bills in a timely manner.
5. Oversee and direct all fundraising projects for the League. This includes registration of participants, the annual Candy Sale, Snack Bar and the financial accounting for all tournaments hosted in Keene.
6. Prepare all records for an annual audit and file Federal Non-Profit Organization Form 990EZ with the Internal Revenue Service.
7. Together with the League Administrator, prepare an annual budget for approval by the board.
8. Undertake any such duties as assigned by the President.

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Secretary

Section 5. The powers, duties and responsibilities of the Secretary are as follows:

1. Handle all correspondence for the League, as directed.
2. Maintain a current list of Board Members, Team Managers, Team Rosters and Umpires.
3. Keep a record of all the meetings of the Board and the League, and provide each board member with a copy of the minutes from each meeting.
4. Coordinate registration of players and compose try-out/draft lists.
5. Undertake other duties as assigned by the president.

Equipment Manager

Section 6. The powers, duties and responsibilities of the Equipment Manager are as follows:

1. Select and maintain all equipment. Maintain an inventory for all equipment.
2. Establish and maintain a replacement system for all equipment.
3. Prepare bid specifications on uniforms, bats, balls and other equipment necessary for league play. Bid specifications, with type and quantity of equipment, are to be presented to the Board for approval of purchases for the next season.
4. Solicit an appropriate number of bids on equipment purchases in excess of \$250.00. The bid shall be awarded to the lowest bidder, who meets terms and specifications.
5. Issue Board approved purchase orders. Forward purchase orders and invoices to the Treasurer for payment.
6. Submit a written report to the Board as to equipment replacement and purchases.

Coordinators

Section 7. The powers, duties and responsibilities of each League Coordinator are as follows:

1. Coordinate with League Vice President to prepare their respective League rosters.
2. Recommend ground rules for each field at which games in their respective Leagues are to be played.
3. Keep current standings in their respective Leagues and forward them to the President or appointed Media Coordinator for weekly publication. Not applicable for Tee Ball divisions.
4. Obtain and Maintain rosters for their respective Leagues.
5. Check player eligibility by reviewing the rosters of their respective Leagues as to age, team affiliation and participation.
7. Conduct a draft of players for the various teams within a League or division in compliance with the League player selection (draft) system.
8. Receive and forward all collection monies to the Treasurer.
9. Maintain a list of players that can be made available (on a first come – first serve basis), should a team be unable to field a team of nine players due to short-term unavailability of several players.

Team Managers

Section 8. The powers, duties and responsibilities of the Team Managers are as follows:

1. Cooperate with the Board of Directors to see that the objectives of the league are fulfilled.
2. Encourage and exhibit good sportsmanship on and off the playing field.
3. Conduct sufficient practice sessions to afford their players a reasonable opportunity to benefit from the baseball program and to attend games and practices.
4. Ensure that all players participate in accordance with League rules.
5. Do their best to implement the provisions and best intentions of this constitution and by-laws.
6. Elect officers at annual fall meeting.
7. Attend and participate in all League meetings.

Fundraising Chairman

Section 9. The powers, duties and responsibilities of the Fundraising Chairman are as follows:

1. Create Fundraising events and opportunities throughout the year
2. In conjunction with the Treasurer, review the annual budget for the league
3. Attend to business affairs of the League as requested by the President and Vice President

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Sponsorship Chairman

Section 10. The powers, duties and responsibilities of the Sponsorship Chairman are as follows:

1. Obtain all team, park and event sponsorships for the league
2. Ensure that all sponsorships are received by the Treasurer 45 days before the start of the season
3. Maintain an database of sponsors and their activities
4. Assist the fundraising chairman in all fundraising activities

Umpire-in-Chief

Section 11. The powers, duties and responsibilities of the Umpire-In-Chief are as follows:

1. Hire and retain certified and uncertified umpires for the league
2. Schedule umpires at all games and ensure their attendance
3. Oversee all officiating activities
4. Resolve all game disputes as a member of the Board of Arbitration.

Article IV

Amendments

1. This Constitution may only be amended at a duly called League meeting, with a minimum of 15 days notification.
2. A two-thirds majority vote of the Board present is required to amend the Bylaws.

Article V

Board of Arbitration

1. The members of the Board of Arbitration include the President, Vice President, the Coordinator of the Division involved and the Umpire-in-Chief. In matters of the Softball Divisions, the President-Softball will join the Arbitration Board.
2. No member of the Arbitration Board shall sit in judgment if their team or any member of their team is involved. The remaining members plus a member of the League appointed by the President shall sit in judgment.
3. The Arbitration Board shall settle all disputes concerned with other members of a team.
4. Any member who has a grievance with the League, a member of the board, other official or coach of the League, or any other aspect of a League sponsored program may request a hearing of such grievance by the board of directors by furnishing a notice of grievance in writing to the board. The written notice should contain a detailed description of the grievance and what remedy the complainant is seeking, if any. The written notice should be sent to the published mailing address of the League or delivered to a member of the board of directors within one week of the occurrence of the event. Other means of delivery, such as electronic email systems, may be authorized by the board provided that such means are available to the members of the board.

Article VI

Dismissal from the League

Section 1. Any member of the League may be removed by a two-thirds vote of the Board.

Section 2. Said individual must be notified by certified mail of the specific charges.

Section 3. A meeting will be scheduled on a date agreeable to both parties, not to exceed 30 days from the date of notification. At said meeting, the individual will be presented the opportunity to show just cause why he/she should not be removed from his/her position.

Article VII: Committees

Section 1: Committees, standing or special, shall be appointed by the President, as the League or the Board of Directors may from time to time deem necessary to carry on the work of the League. Each committee shall serve for a term designated at the time of its creation. The term of a special committee may be amended by majority vote of the Board of Directors. A standing committee may be terminated by majority vote of the Board of Directors.

Section 2: The president is ex-officio member of all committees.

Section 3: All committees are to make reports to the Board of Directors, as directed by the board, and are to act only on the board's directions.

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Section 4: An auditing committee of three members of the League shall be appointed each year by the president whose duty shall be to audit the League's financial accounts at the close of the fiscal year. The committee shall be formed no later than three months before their report is due and shall report their findings to the Board of Directors no later than the second month after the close of the current fiscal year. An independent audit of financial records by a public accounting firm may also be authorized by majority vote of the Board of Directors.

Article VIII: Parliamentary Authority

Section 1: The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the League in all instances when they are applicable and not inconsistent with these bylaws and any other special rules the League may adopt.

Article IX: Amendments to the Bylaws

Section 1. These bylaws may be amended by a two-thirds vote of the Board of Directors, after the amendment has been considered at two board meetings, provided the amendment was in the call for the meeting.