

Shaw Park Baseball, Inc.



Bylaws

Approved by Board of Directors November 2, 1997

Adopted by Membership February 24, 1998

Amended March, 2007

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ARTICLE I - ORGANIZATION

SECTION I - NAME

- 1) The non-profit organization existing under these bylaws is to be known as Shaw Park Baseball, Inc., Cobb County, Georgia, herein also referred to as Shaw Park Baseball.
- 2) The principal address of Shaw Park Baseball shall be: Shaw Park Baseball P.O. Box 669755 Marietta, Georgia 30066
- 3) The physical address of Shaw Park Baseball is: Shaw Park Baseball 3016 Canton Hwy, Marietta, Georgia 30066.

SECTION II - PURPOSE

- 1) The objectives of Shaw Park Baseball shall be to act in cooperation with the Cobb County Parks and Recreation Department in presenting to the community a wholesome youth baseball program. The objectives will be achieved by providing supervised competitive athletic programs, subject to the rules and regulations established by Shaw Park Baseball. It shall be the foremost objective that the attainment of exceptional athletic skill or winning the game is secondary and the molding of future citizens of prime importance and the true purpose of this program.
- 2) Shaw Park Baseball will execute youth programs in accordance with the prescribed Cobb County Park use policy manual. Shaw Park Baseball will sign a contract related to the use of the county facility each season. The counties usage requirement may supersede policies set forth in the Shaw Park Baseball Bylaws, Shaw Park Baseball League Rule Book and the sanctioning league rules.

SECTION III - SANCTIONING

- 1) Shaw Park Baseball is sanctioned by PONY Baseball, Washington, Pa. for regular and post season play.
- 2) If a change of sanctioning of any league is requested, it must be proposed to the General Membership at the annual meeting , and shall be ratified by the membership. This sanctioning shall apply to the regular season rules for the league in the following playing year.
- 3) Sanctioning of any league may be expanded by the Board of Directors including duplicate sanctioning, when done for insurance, tournament entry, or other reasons not affecting Shaw Park Baseball league structure and rules during the regular season.

ARTICLE II - GOVERNMENT

SECTION I - POLICY

- 1) All matters concerning interpretation of the Bylaws, and matters of finance of Shaw Park Baseball shall be decided by a vote of the Board of Directors, and no motion shall be carried without a favorable vote from a majority of 51% of the Board members at a duly constituted meeting.
- 2) The Shaw Park Baseball Board may remove any member of the Board who misses two (2) consecutive announced meetings without providing acceptable excuse.

SECTION II - BYLAWS

- 1) The Bylaws of Shaw Park Baseball may be exclusively amended by a majority vote of the General Membership in attendance at a duly announced meeting, providing the following conditions have been met:
 - a) Notice of the proposed amendment(s) is given to the President or the Secretary of the Association, thereby constituting notice to the Board of Directors at least two (2) weeks prior to the meeting at which the intended vote is to be taken. Said notice shall contain the existing article to be modified, the proposed modification and meeting at which the vote is to be taken.
 - b) The Board of Directors shall indicate to the membership at said meeting whether or not they approve or disapprove said amendment.
 - c) The decision of the membership shall be considered final but not to the extent that another amendment could not be submitted for the purpose of appealing a prior amendment.
 - d) The membership shall be given adequate notice of any meeting that has as its purpose the revision or amending of the Bylaws.

SECTION III - QUORUM

- 1) A quorum of Board Members shall consist of a majority of 51% of the Board members at a duly constituted meeting.

SECTION IV - BUDGET COMMITTEE

- 1) The Budget Committee shall meet and produce a written budget for consideration by all of the Board of Directors, before October 1st of the fiscal year being considered.
- 2) Wherever possible in the budget, line items should specify the details of the expenditure.
- 3) The Budget Committee shall be made up of the following Board Members: President, Treasurer, Secretary, Equipment Manager (s).

SECTION V - OTHER COMMITTEES

- 1) The President may establish other committees. The President must define the mission of the committee and the duration of its existence.
- 2) The President may name or approve members of the committee.

SECTION VI - FISCAL YEAR

- 1) The Shaw Park Baseball fiscal year shall be August 1st through July 31st.

SECTION VII - SUPERVISION

- 2) The management and supervision of the organization is entrusted to the duly elected officers functioning in the form of a Board of Directors. All Board members serve on behalf of the membership.

SECTION VIII - TERM OF OFFICE

- 1) The term of office for all Board members shall be one (1) year beginning August 1st and ending on July 31st to coincide with the fiscal year.

SECTION IX - BOARD OF DIRECTORS

- 1) The Board of Directors shall be comprised of sixteen (16) members, five (5) elected and eleven (11) volunteers.
- 2) Officers to be elected to the Board of Directors during the month of May each year are:
 - a) President
 - b) Vice President - Player Agent
 - c) Vice President - Operations
 - d) Treasurer
 - e) Secretary
- 3) The five (5) elected positions shall be considered the Executive Board.
- 4) The Executive Board members may not serve as board members of conflicting sports associations (as determined by the Board) due to the possibilities of a conflict of interests.
- 5) Eleven (11) volunteers will be selected to the board by the Executive Board. They are as follows:
 - a) Shetland League (5-6) Coordinator
 - b) Pinto League (7-8) Coordinator
 - c) Mustang League (9-10) Coordinator
 - d) Bronco League (11-12) Coordinator
 - e) Pony League (13-14) Coordinator
 - f) Colt League (15 - 18) Coordinator
 - g) Traveling Team Coordinator
 - h) Tournament Director
 - i) Equipment Manager

- j) Fields / Grounds Director
 - k) Public Relations / Team Mom Director
- 6) Two non-voting volunteers will be selected for the following positions:
 - a) Sponsorship Director
 - b) Assistant Equipment Manager
 - 7) If a vacancy occurs during term of office, the Board shall nominate and appoint replacement candidates for Board of Directors approval within a 60 day period.
 - 8) If a vacancy occurs in an elected office, the Board shall nominate and appoint someone to fill the vacancy until ratified by the General Membership.

ARTICLE III - DUTIES OF OFFICERS

SECTION I - RESPONSIBILITIES PERTAINING TO ALL BOARD MEMBERS

- 1) The Board members shall attend all Board meetings, or if unable to attend , notify the Secretary prior to the meeting.
- 2) Board members shall be responsible for providing and arranging for a competent individual to assume their responsibilities in the event they will not be available to do so and upcoming events deem it necessary. They shall notify the Secretary and other affected individuals accordingly.
- 3) All duties not specifically set forth in the bylaws shall be assigned to an appropriate Board member by the President.
- 4) All Board members shall assist with the Shaw Park Invitational Tournament.

SECTION II - PRESIDENT

- 1) The President shall provide leadership for Shaw Park Baseball.
- 2) It shall be the duty of the President to preside at all meetings of Shaw Park Baseball.
- 3) The President shall act as an ex officio member of all committees.
- 4) The President shall vote only to create or break a tie.
- 5) The President shall sign all contracts of Shaw Park Baseball with the exception of those contracts reserved for the Treasurer.
- 6) The President shall be authorized to countersign checks.
- 7) The President shall not override the duties of other officers and Board members, unless lack of action would place Shaw Park Baseball in jeopardy.
- 8) The President shall be authorized to suspend or warn any member , including officers, Board members, managers, and coaches until review by the Board of Directors at a called meeting within seven (7) days of suspension or warning and to bar the suspended person attendance at league fields or activities.
- 9) The President shall be responsible for notifying the Board of Directors in the event he/she will not be available to perform the duties of the office.
- 10) The President will secure field use contracts (for all game and practice fields) with the appropriate Cobb County Departments.
- 11) The President shall be responsible for all communication to: PONY Baseball, Georgia Recreation Park Association (GRPA), Cobb County Parks and Recreation Department, Northwest Baseball Association, Cobb Baseball Council, and other sanctioning organizations.

SECTION III - VICE PRESIDENT - BYLAWS / PLAYER AGENT

- 1) The Vice President - Player Agent shall maintain the Shaw Park Baseball Policy and Procedure Manual which shall contain current copies of the: Shaw Park Baseball Bylaws, Shaw Park Baseball League Rule Book, Coordinators Handbook, Manager & Tournament Forms, Managers Baseball Skills and Fundamentals book.
- 2) The Shaw Park Baseball-Bylaws shall be made available to the membership upon request.
- 3) The Vice President - Player Agent in conjunction with the League Coordinators shall issue each year a supplemental set of rules for the conduct of the League. These rules shall not conflict with the Rule books of the Sanctioning Organization. Changes for each season shall be approved by the Board before any League shall draft players.

- 4) The Vice President - Player Agent shall act as liaison to the sanctioning bodies in interpretation of rules and related matters.
- 5) The Vice President - Player Agent shall act as Shaw Park Baseball liaison to the umpire association (s) with which the park contracts.
- 6) The Vice President - Player Agent shall act as parliamentarian for Shaw Park Baseball.
- 7) The Vice President - Player Agent is responsible for the organization and the administration of an annual coaches clinic.
- 8) The Vice President - Player Agent shall report to the President.

SECTION IV - VICE PRESIDENT - OPERATIONS

- 1) The Vice President - Operations shall be responsible for assuming the duties and office of the President if the President is unable to complete his /her term.
- 2) The Vice President - Operations shall be responsible for making recommendations concerning the upkeep and safety issues which arise in the park.
- 3) The Vice President - Operations shall be responsible for the season game schedules for all leagues.
- 4) The Vice President - Operations shall function as the In -Park Tournament Director.
- 5) The Vice President - Operations shall be responsible for the: Equipment Manager, Fields and Grounds Director, Tournament Director.
- 6) The Vice President - Operations shall be responsible for obtaining the Shaw Park Baseball General Liability Insurance Policy and handling any issues/claims related to said policy.
- 7) The Vice President - Operations shall be responsible for updating messages on the Shaw Park Baseball phone Hotline.
- 8) The Vice President - Operations shall report to the President.

SECTION V - SECRETARY

- 1) The Secretary shall have charge of and keep a full and complete record of all proceedings of all meetings, render documented reports and minutes when called upon at a meeting , and under direction of the President , handle all correspondence of Shaw Park Baseball. Minutes shall be maintained for a five (5) year period and handed over annually to the succeeding Secretary.
- 2) The Secretary shall be responsible for organizing registration and maintaining all in formation regarding general membership and waiting lists.
- 3) The Secretary shall be responsible for maintaining the Shaw Park Baseball website.
- 4) The Secretary shall be authorized to countersign checks.
- 5) The Secretary shall be responsible for the Team Mother Director & Public Relations Director.
- 6) The Secretary shall be responsible for the composition and distribution of the Shaw Park newsletter for the fall and spring season to the general membership and post on the website.
- 7) The Secretary shall report to the President.

SECTION VI - TREASURER

- 1) The Treasurer shall have full charge of all finances and shall see that all moneys are safely deposited in a local bank (s).
- 2) The Treasurer shall report in writing at each regular Board meeting and every general membership meeting the conditions of the finances, with such recommendations as he/she shall deem appropriate.
- 3) The Treasurer shall sign all checks, countersigned by the President or the Secretary disbursing moneys of Shaw Park Baseball.
- 4) The Treasurer shall function as primary business manager for Shaw Park Baseball. The Treasurer shall approve all contracts with vendors and shall serve as contract manager on all functions related to the completion and payment of services rendered by outside vendors.
- 5) All expenditures over \$ 100.00 must be communicated to the Treasurer and/or approved by the Board.
- 6) The Treasurer shall maintain financial records for a five (5) year period and shall hand them over annually to the succeeding Treasurer.
- 7) The Treasurer at the end of each fiscal year shall submit the financial records to an audit committee appointed by the President. A written report from the committee shall be submitted to the Board not later than September 30th following said fiscal year.

- 8) The Treasurer shall maintain at his discretion, a petty cash fund not to exceed \$300.00.
- 9) The Treasurer shall be responsible for organizing a committee of appropriate Board members to develop annual registration fees and present them for Board approval.
- 10) The Treasurer shall be responsible for the: Sponsorship Director & Concession Stand Finances.
- 11) The Treasurer shall obtain regular monthly reports from the Concessions Contractor and audit their books.
- 12) The Treasurer shall be responsible for the reporting all IRS tax forms for the purpose of keeping the association in good standings and to ensure the association keeps its Nonprofit status and tax exempt status.
- 13) The Treasurer shall report to the President.

SECTION VII - LEAGUE COORDINATORS

- 1) The League Coordinator shall be responsible for obtaining applications from a suitable number of candidates for all manager positions in their league. This should include contacting all managers in that league during the prior season.
- 2) The League Coordinator shall bring before the Board a list of all candidates for manager's positions, along with recommendations for filling the available positions.
- 3) The League Coordinator shall notify all candidates for managers' positions whether they have or have not been selected. Any recommended manager with current letters of complaint shall be entitled to appear before the Board.
- 4) The League Coordinator shall be responsible for conducting the annual skill test for players in each league which uses a draft. The League Coordinator must include at least one (1) make-up day for tryouts.
- 5) The League Coordinator shall act as presiding officer for the annual draft. The draft shall be treated as a confidential matter between the managers, the League Coordinator, and the Board of Directors.
- 6) The League Coordinator shall have the authority to suspend any manager or coach whose conduct he deems is detrimental to the program. This suspension shall last until the Board can review the suspension, but not over seven (7) days.
- 7) The League Coordinator with the assistance of the Vice President Operations shall be responsible for distributing the season schedules to the Managers. The League Coordinator shall be responsible for organizing and distributing the practice schedules for all contracted fields not in use for game play. This includes copies of the field use contracts.
- 8) The League Coordinator shall distribute Official PONY and Shaw Park Baseball Rule Books to all coaches.
- 9) The League Coordinator shall reschedule all games in their league when postponed or suspended. The League Coordinator shall notify the appropriate parties to reschedule umpires and concessions service.
- 10) The League Coordinator shall be responsible for reporting safety issues and necessary field improvements to the Fields/Grounds Director. The League Coordinator shall be responsible for working with the Field/Grounds Director to resolve said issues.
- 11) The League Coordinator shall investigate the resignation of any player in the league and submit the findings to the Board.
- 12) The League Coordinator shall be responsible for all negotiations between and communications with league managers, players, and players' parents.
- 13) For competitive leagues, the League Coordinator will post standings on a weekly basis.
- 14) The League Coordinators shall report to the Vice President – Bylaws / Player Agent.

SECTION VIII - TRAVELING TEAM COORDINATOR

The Traveling Team Coordinator shall represent Shaw Park Baseball to all competitive traveling leagues /associations.

The Traveling Team Coordinator shall be responsible for organizing and handling all registration and tryouts for the regular season traveling teams.

The Traveling Team Coordinator shall be responsible for handling all out of town tournaments and sanctioning.

The Traveling Team Coordinator is responsible for developing a program to build good working relationships with all Shaw Park Baseball area high school coaches so that the Shaw Park Baseball players will be given an opportunity to demonstrate their talents in hopes of making their respective high school teams.

The Traveling Team Coordinator shall serve as the chairman of the Traveling Team Committee.

The Traveling Team Coordinator shall report to the Vice President - Player Agent.

SECTION IX - TOURNAMENT DIRECTOR

- 1) The Tournament Director shall be responsible for scheduling and overseeing all activities of the Shaw Park Invitational

Tournament and other PONY sanctioned tournaments.

- 2) The Tournament Director shall issue rules for each tournament.
- 3) With the Boards approval the Tournament Director will set entry fees and proposed expenditures for each tournament.
- 4) The Tournament Director may elect to form a protest committee on site during each tournament. If the games are part of a PONY sanctioned tournament , a protest committee must be appointed.
- 5) The Tournament Director will reschedule games as needed.
- 6) The Tournament Director shall conduct a pre -tournament coaches meeting , and conduct the drawing for seeding of the teams.
- 7) Other responsibilities directly relating to tournaments and not reserved for other Board Members shall be under the authority of the Tournament Director.
- 8) The Tournament Director shall report to the Vice President - Operations.

SECTION X - EQUIPMENT MANAGER

- 1) The Equipment Manager shall be responsible for obtaining quotations from competent suppliers for all uniforms and equipment, then presenting the recommendation for purchases to the Board of Directors for their approval. Whenever possible all quotations should be in writing from the supplier.
- 2) The Equipment Manager will purchase such equipment as is approved by the Sanctioning Organizations or which meet their criteria for safety.
- 3) The Equipment Manager shall purchase the equipment in a timely manner, and with the League coordinators shall help distribute equipment to the teams.
- 4) In all areas of Shaw Park Baseball operation , the Equipment Manager shall make recommendations in matters of safety, including equipment, league rules, and other matters.
- 5) The Equipment Manager shall maintain an inventory of supplies and arrange a method for distribution of replacement equipment during the season.
- 6) The Equipment Manager shall be responsible, with the assistance of the League Coordinators, for collection of all Shaw Park Baseball equipment at the conclusion of the season. A complete inventory of such equipment and its condition shall be presented to the Board at the last regular meeting of each fiscal year . A list of all managers who have not turned in equipment shall be presented in writing to the Board.
- 7) The Equipment Manager shall be required to submit to the treasurer and secretary an equipment budget for the purpose of purchasing all equipment and materials and for the repair of any equipment needed. The equipment shall be submitted prior to the October 1 budget deadline as stated in Section IV, Article 1.
- 8) The Equipment Manager shall report to the Vice President - Operations.

SECTION XI - ASSISTANT EQUIPMENT MANAGER (Non -Voting Position)

- 1) The Assistant Equipment Manager shall assist the Equipment Manager with all duties as described in Section VIII.
- 2) The Assistant Equipment Manager shall assume all duties described in Section VIII in the event that the Equipment Manager is unavailable to finish his/her term of office.
- 3) The Assistant Equipment Manager shall be responsible for posting the batting cage schedule on a regular basis.
- 4) The Assistant Equipment Manager shall report to the Equipment Manager.

SECTION XII - FIELDS AND GROUNDS DIRECTOR

- 1) The Fields/Grounds Director shall be the liaison with all county and contracted maintenance personnel.
- 2) The Fields/Grounds Director shall be responsible for consistently inspecting the quality and playing condition of all fields and batting cages throughout the season.
- 3) The Fields/Grounds Director shall inventory and maintain the equipment sheds with adequate tools for use on the fields.
- 4) The Fields/Grounds Director shall insure the PA systems operate properly.
- 5) In all areas of Shaw Park Baseball operation the Fields/Grounds Director shall make recommendations in matters of safety including field layout , fencing , batting cages and other related matters.
- 6) The Fields/Grounds Director shall assist the League Coordinators in organizing field workdays and be available during said workdays to insure that all necessary field improvements are completed.

- 7) The Fields/Grounds Director shall report to the Vice President - Operations.

SECTION XIII - TEAM MOTHER / PUBLIC RELATIONS DIRECTOR

- 1) The Team Mother / Public Relations Director shall be responsible for obtaining quotations from competent suppliers for team pictures and trophies, then presenting the recommendation for purchases to the Board of Directors for their approval. Whenever possible all quotations should be in writing.
- 2) The Team Mother / Public Relations Director shall schedule teams for pictures and notify the team mothers accordingly.
- 3) The Team Mother / Public Relations Director shall handle distribution of team pictures to the team mothers.
- 4) The Team Mother / Public Relations Director shall be responsible for promoting Shaw Park Baseball to the local news media.
- 5) The Team Mother / Public Relations Director shall be responsible for coordinating all promotional activities related to the park and general membership. (i .e. opening day ceremonies, parades, banquets and celebrity appearances).
- 6) The Team Mother / Public Relations Director shall coordinate and administer the Shaw Park Baseball Merchandising Program.
- 7) The Team Mother / Public Relations Director shall report to the Secretary.

SECTION XIV - SPONSORSHIP DIRECTOR

- 1) The Sponsorship Director shall be responsible for organizing , implementing , and controlling all sponsorship and fundraising campaigns.
- 2) The Sponsorship Director shall receive Board approval prior to implementing any fundraising activities.
- 3) The Sponsorship Director shall not receive any commission on sponsorship receipts.
- 4) The Sponsorship Director shall report to the Treasurer.

ARTICLE IV - MEETINGS AND ELECTIONS

SECTION I - GENERAL MEMBERSHIP MEETING

- 1) Any called, scheduled or annual meeting of the general membership of Shaw Park Baseball, the latter being mandatory, shall be held with notice to be prominently posted at the league fields no less than two (2) weeks prior to the meeting. Such notice shall clearly state that all members in good standing are invited.
- 2) All meetings will be conducted according to Robert's Rules of Order.
- 3) The President shall make an annual report to the membership at the annual meeting, giving financial status, summary of his administration and suggested plans for the coming year.

SECTION II - BOARD OF DIRECTORS MEETINGS

- 1) The Board of Directors shall hold a duly constituted meeting monthly which will be conducted according to Robert's Rules of Order.
- 2) The monthly Board of Directors meeting shall be open to the general membership and are usually scheduled for the first Sunday evening of every month.

SECTION III - CALLED MEETINGS

- 1) A called meeting of the Board of Directors or of the full membership may be held at the discretion of the President and will be conducted according to Robert's Rules of Order.
- 2) The President shall order a called Board meeting within seven days upon receipt of written petitions from five (5) members of the Board of Directors, and a General Membership Meeting upon receipt of a written petition from forty (40) members of the general membership. Petition for such a meeting shall state the reason for such request. The meetings shall be scheduled at a normal time and place within a period of thirty (30) days of receipt of such petition.
- 3) Any officer may be removed by a two thirds (2/3) vote of the general membership at a general membership meeting called by petition . The vacant office will be filled by special election at the same meeting if qualified candidates have been reviewed by the Board.

SECTION IV - NOMINATING COMMITTEE

- 1) The nominating committee shall be chaired by the past President. If the past president (s) is unable to serve, the president will appoint a Nominating Committee Chairman.
- 2) It will be the Nominating Committee Chairman's responsibility to obtain a committee consisting of not less than three (3) members to search for officers for the upcoming year.
- 3) A list of all offices and associated job descriptions along with sign up spaces for the candidates for those positions, shall be posted at all concession stands in the park at least two (2) weeks before the scheduled election.

SECTION V - NOMINATING / VOTING PROCEDURES

- 1) The nominating committee shall select, but not limit the candidates for office as specified in Section IV.
- 2) Consent of the nominee is mandatory before placing his/her name on the ballot.
- 3) A ballot of candidates shall be published and distributed to the general membership during the annual election. This ballot shall allow space for insertion of names of write-in candidates.
- 4) Voting to elect officers will be conducted at Shaw Park on at least two Saturdays in May. Each family will be allowed one (1) vote per child registered in good standing at Shaw Park Baseball. Voting will close one (1) hour after the start of the last scheduled game on that Saturday.
- 5) No proxy votes will be allowed.
- 6) Ballots will be counted by the nominating committee and verified by the Secretary.
- 7) Any office not filled through the annual election shall remain open until the Board of Directors selects a volunteer to fill the office. A majority vote of the Board shall be required to approve a new officer. A volunteer for office shall notify the Secretary or the President of his /her desire to serve on the Board.

ARTICLE V - FINANCE

SECTION I - GENERAL REVENUES AND EXPENSES

- 1) The revenue of this organization shall be derived from registration fees, sponsorship fees, concessions and fund raising activities.
- 2) The annual registration fee will be based on league age groups and listed on the registration form.
- 3) The control of such revenue and income shall be determined by the Board of Directors or as stated in the bylaws. The Treasurer of Shaw Park Baseball shall have an audit done at the conclusion of the fiscal year and submit the results to the Board.
- 4) All revenue and moneys shall be deposited in the Shaw Park Baseball accounts and distributed equally throughout all leagues in the park. Board approval is required prior to the expenditure of all funds.

SECTION II - TRAVELING TEAM FINANCES

- 1) All players on traveling teams will be required to pay a non-reimbursable registration fee to Shaw Park consistent with fees required for in park teams. At no time should the registration fees be reduced or offset in any manner . This fee will be established prior to each season by the Board of Directors.
- 2) The President of Shaw Park Baseball will annually appoint a Traveling Team Committee, to include as a minimum the Traveling Team Coordinator as chairman and the Vice President-Player Agent, that will be responsible for all traveling team issues. The current status of the traveling team program will be reported to the board at each meeting . This committee will annually develop/revise policies, guidelines and local rules specific to the traveling team program and present these to the Board of Directors for approval.
- 3) Traveling teams will be responsible for all expenses beyond those covered by the Shaw Park registration fees.
- 4) Each traveling team must have a Business Manager/Treasurer responsible for the detailed accounting, reporting and recordkeeping of all traveling team revenues and expenses.
- 5) At the conclusion of the Fall season and at least twice during and at the conclusion of the Spring/Summer season, the Treasurer will review, with the Traveling Team Committee, the income and expenditures of each traveling team to insure that guidelines are being followed and applied consistently for all traveling teams. The Treasurer will report to the Board and include a summary of the previous season's traveling team expenses in the report to the general membership. Any money raised in excess of that necessary for valid traveling team expenses will be transferred to the general fund of Shaw Park Baseball at the end of the Spring/Summer season.

- 6) Any misrepresentation or misuse of any team money could result in the responsible managers/coaches being expelled from Shaw Park Baseball Association.

ARTICLE VI - MEMBERSHIP

SECTION I - PARENTS

- 1) Parents or Guardians of any Child meeting the requirements as to age and residence as set forth in the rules and regulations of Shaw Park Baseball may become voting members of Shaw Park Baseball by paying an annual registration fee as determined by the Board of Directors. Hardship cases may be approved by a group consisting of the President , Treasurer , and League Coordinator.
- 2) The Board may extend membership and team management responsibilities to other interested adults of good character even though they do not have children of their own participating.

SECTION II - SUSPENSION

- 1) The Board of Directors, by a majority vote of 51% of members present at a duly constituted meeting, shall have the authority to warn, suspend, or expel any adult member whose conduct is detrimental to the best interests of Shaw Park Baseball.
- 2) The use of profanity, narcotics, alcoholic beverages, or fighting on league premises shall be sufficient grounds for automatic expulsion from Shaw Park Baseball.
- 3) Any Board member, upon evidence of misconduct of any player shall notify the team manager of which the player is a member, and the parent (s) or guardian (s) of the player within twenty-four (24) hours. Said manager shall appear in an advisory capacity with the player and his parent (s) before the Board of Directors who shall have full authority to suspend or revoke such player's right to future participation and his/her registration fee shall be forfeited.

ARTICLE VII - GRIEVANCES

SECTION I - PLAYER PARTICIPATION

- 1) In the event that a parent feels that his/her child is not being treated fairly, the first step shall be to contact the League Coordinator and discuss the problem. An alternate step would be to ask for a conference with the manager/coaches of the team and the League Coordinator. Such a request should be made to the League Coordinator, whose job is to set up such a meeting and act as arbitrator. The direct approach to the manager or coaches during practice sessions and/or competitive events shall not be acceptable. The loss of a parent's temper or that of a manager or coach, whether resulting in bodily injury or not, while on the practice field or playing field during competitive events so as to be witnessed by the players and/or other children, constitutes grounds for immediate expulsion from the current event and permanently from membership in Shaw Park Baseball.
- 2) In the event that the parent is not satisfied by the discussions of a problem with the manager and coaches, the next step will be to file formal charges, in writing with the Board of Directors. The President shall be the receiver of such charges and shall call a Board meeting, to act as a grievance committee, or he shall appoint a grievance committee and chairman for such meeting. The meeting shall be called promptly following receipt of such charges. In the event the President is a party to a grievance, the longest serving League Coordinator shall act in the same manner as stated above.

SECTION II - OTHER GRIEVANCES

- 1) Grievances concerning other Shaw Park Baseball activities shall first be directed to an impartial Board Member. The Board Member shall act as arbitrator and shall call a meeting of the involved parties to seek a solution, thereby accomplishing step one.
- 2) Step two shall be the filing of formal charges with the Board of Directors as stated previously in this article.

ARTICLE VIII - GENERAL RULES AND REGULATIONS

SECTION I - LEAGUES

- 1) Shaw Park Baseball shall support six (6) in park leagues in accordance with PONY Baseball. They are: Shetland, Pinto, Mustang, Bronco, Pony, Colt
- 2) Players shall be placed in the appropriate league based on the age limit as defined by a sanctioning organization chosen by

the board of directors. The sanctioning organization's rules, pertaining to league age, must be strictly adhered to. Any individual player's exception must have a Legal Guardian's written request and explanation approved by the Board of Directors before the player participates in a skills test for the season in question. The Shaw Park Baseball Colt League may allow 15, 16, 17, and 18 year old players to compete during regular season play, subject to approval by the Board.

- 3) Shaw Park Baseball will conduct spring and fall seasons for all leagues based on interest and field availability.
- 4) Each league shall be split into two (2) divisions, National and American, if required to meet PONY requirements for tournament play.
- 5) All leagues shall be governed by the Board of Directors of Shaw Park Baseball and the current Bylaws.
- 6) Shaw Park Baseball will support interlocking league play teams and traveling teams for the Bronco, Pony and Colt Leagues. The Board will decide annually on which association(s) and league(s) (i .e. Met Pac, Northwest Baseball Association , etc.) will provide the best competition for these players.

SECTION II - INSURANCE

- 1) All players are required to be covered by a health/medical policy. Proof of insurance shall be required at the time of registration.
- 2) Shaw Park Baseball shall make insurance coverage available to each participant that does not have insurance.
- 3) Shaw Park Baseball, its officials and/or members are not responsible beyond the limits of the insurance provided.
- 4) Shaw Park Baseball will acquire standard general liability insurance for its members and Board of Directors. This general liability insurance policy only covers Shaw Park Baseball members when they are participating in Shaw Park Baseball sponsored activities on contracted practice and game fields.

SECTION III - MISCONDUCT

- 1) The Board may remove any manager or coach for inefficiency or conduct detrimental to Shaw Park Baseball standards and activities. A majority vote of 51 % of the Board members present at such meeting being necessary to effect such removal. The affected person shall be notified of such a meeting.
- 2) If any manager, coach, or league official comes to the ball park under the influence of alcohol or narcotics, he will be relieved of his duties on the first offense.
- 3) Any parent, spectator, or player shouting derogatory remarks at any player, team or umpires will be warned once, then asked to leave the premises. Continued violation of this bylaw, as determined by the Board of Directors, will result in action being taken under paragraph one (1) of this section.
- 4) After being duly warned by the League Coordinator, any player may be expelled from team membership before or during league play when his conduct is deemed unacceptable by the team manager and the league coordinator. The player will be notified and given an opportunity to appeal any decision to the Board, a majority of 51 % of elected Board members present at the meeting being necessary to effect such removal after an appeal.
- 5) A member of the Board of Directors may be removed from the Board for misconduct or non performance of duties upon a two thirds (2/3) majority vote of a duly constituted meeting of the Board. The Board member shall have an opportunity to present a defense at the Board meeting at which the removal vote is to be taken.

SECTION IV - PROTEST COMMITTEE

- 1) The Vice President-Player Agent shall appoint a Chairman for all protest committees except during in -park tournaments, when the League Coordinator shall be Chairman. Other members of the committee shall be two (2) non -impacted managers from the affected league, and the League Coordinator. Board members may be selected by the committee Chairman to replace a member unable to serve.
- 2) In Park tournaments shall have a protest committee chaired by the League Coordinator and including two (2) impartial managers or Board members and the game umpires.
- 3) Any manager protesting a regular season game shall be required to file a \$25.00 protest fee and a written explanation of the play (situation) in question. This fee will be returned only at the discretion of the Protest committee, or if the protest is upheld. The written protest and protest fee must be filed within twenty four (24) hours of the said event.
- 4) No member of a protest committee shall vote if he has a son /daughter involved in the game.

SECTION V - REGISTRATION FEES

- 1) Registration fees for all leagues will be approved by the Board of Directors each season prior to registration.

- 2) Pre-registration is afforded to all players who participated in the previous spring/fall season. This roster becomes the Shaw Park Baseball mailing list or e-mail list for pre-registration. The member ultimately responsible for non-receipt of or non-return of the pre-registration form. All returned registration forms will be recorded as to the Post Office receipt date.
- 3) The pre-registration notices shall be mailed to each player at the address as it appears on the roster. These notifications shall be sent about thirty (30) days prior to open registration and shall specify a deadline for their return.
- 4) All players eligible for pre-registration must do so by the registration deadline established in the newsletter containing the current seasons pre-registration form.
- 5) Copies of the pre-registration form will only be allowed for Shetland and instances where siblings are involved.
- 6) If a player has not paid the registration fee by player draft, the player will not be eligible for the draft. Hardship cases may be approved by the President, Treasurer and League Coordinator.
- 7) There will be a fee for all returned checks. The fee will be determined annually by the Treasurer and Secretary.
- 8) Refund policy: In order to be eligible for a refund, the member must submit a written request for said refund of registration fees to: Shaw Park Baseball P.O. Box 669755 Marietta, Georgia 30066. If the check in question has not been deposited into a Shaw Park Baseball account, the original check will be returned within 30 days of the receipt of the written request. If the check has been deposited into a Shaw Park Baseball account, a refund check, less a \$25 processing fee, will be issued within 30 days of the receipt of the written request. Refunds will not be made after uniforms have been issued or after opening day without approval of the Executive Board. Exceptions may be made for instances where Shaw Park Baseball is unable to provide players an adequate schedule of games, or in case of season ending injuries. Subsequent refunds will be determined by the Board.
- 9) No player shall be allowed to register if a prior years registration fee is unpaid or if the player or player's parent acting as a manager has failed to return equipment from the prior year.

SECTION VI - LATE REGISTERING PLAYERS

Players who register after the league is full or the deadline shall be placed on a waiting list until an opening occurs. The waiting list is to be maintained from season to season by the secretary.

A player may be allowed to join a team, when that team is below maximum strength due to removal or resignation. This player shall be drawn from the top of the waiting list before the league cutoff date specified in the league rule book.

Any player resigning, quitting, or dismissed for disciplinary reasons or misconduct from his team after being assigned or drafted to that team is ineligible to participate on any Shaw Park Baseball team for the remainder of that year.

SECTION VII - REGULAR GAMES

- 1) No games except regular scheduled games will be played without the approval of the Board. In-Park pre-season practice games will be considered as approved events but will not be counted in league standings.
- 2) No league equipment or uniforms shall be used in non-scheduled games without approval of the Board prior to the game.
- 3) Provisions may be made in any league for a pre-season lasting no more than one third (1/3) of the total season. During the pre-season, games are not counted in league standings, and special rules may be used.
- 4) Before the start of any game(s), the responsibility for canceling games because of field conditions shall rest first with the Fields/Grounds Director. In his/her absence, responsibility to cancel games shall be as follows: Vice President-Operations, any other elected Board member, the League Coordinator.
- 5) Shaw Park Baseball League Rule Book shall provide specific requirements for minimum player participation for all leagues and penalties for violations of such requirements.

SECTION VIII - ANNUAL MANAGERS /COACHES CLINIC

- 1) The Vice President-Player Agent shall organize an annual fundamental skill and coaching clinic. This annual clinic will be required for all coaches. If the manager does not attend this clinic he may not be eligible to coach a team for the current season.
- 2) It will be the responsibility of the League Coordinators to insure that all managers attend the mandatory clinics.

SECTION IX - UMPIRES

- 1) All league games shall be officiated by official umpires.
- 2) The Board is responsible for contracting with a certified umpires association.
- 3) Any change from the contracted umpires association would require Board approval.

SECTION X - PLAYING RULES

- 1) Each league shall be conducted in strict accordance with the rules of the Sanctioning Organization.
- 2) In areas where the sanctioning organization rule book is not specific or where discretion is allowed, the Vice President-Player Agent shall maintain a Shaw Park Baseball League Rule Book, approved by the Board.
- 3) Unless contrary to the Shaw Park Baseball Bylaws and League Rule Book, all play will be governed first by the Sanctioning Organization's Rule Book, then the Sporting News Official Baseball Rule Book.
- 4) The Shaw Park Baseball League Rule Book shall include a defined draft method for all leagues.
- 5) Each manager shall be furnished with copies of the Sanctioning Organization rule book and copies of the Shaw Park Baseball League Rule Book. Copies of each book shall be kept available for reference use at the Park.
- 6) Sporting News Official Baseball Rule Books will not be issued to managers.

ARTICLE IX - TEAM MANAGERS

SECTION I - FILLING POSITIONS

- 1) An effort to solicit applications shall be made through registration forms, and other means of contact, to enable all interested candidates to apply for positions as manager of a team.
- 2) The League Coordinator shall contact all interested parties, and shall then present to the Board a complete list of candidates. With input from the Board, the League Coordinator shall present a slate of candidates for the teams in that league. The Board shall approve or not approve each candidate.
- 3) Managers with seniority and in good standing with the Board will have the opportunity to return as manager in subsequent seasons.
- 4) If a coordinators slate of manager candidates includes any person with a current written complaint on file with the association, that manager shall be invited to appear before the Board to answer all allegations made against him. The manager shall be advised of all allegations before appearance at the Board.

SECTION II - COACHES

- 1) The team managers, when duly approved , shall have the prerogative and responsibility to select their team coaches, unless the Board of Directors approves a motion to prohibit that coach from coaching.
- 2) Shetland and Pinto managers, in addition to selecting an assistant coach, shall have the responsibility to appoint a third team coach. This third uniformed team coach, shall be subject to same eligibility standards and guiding principles as all managers and coaches. All other league teams wishing to have a third coach can do so long as the third coach pays \$20 for the uniform. The Association will be responsible for the background check and No Coach will be allowed to wear a Shaw Park uniform without first passing an association approved background check.

SECTION III - MANAGER SELECTION GUIDING PRINCIPLES

- 1) Managers must be of the highest moral character.
- 2) Managers must not use tobacco of any form, including chewing tobacco, while within the playing area, including the dugout.
- 3) Managers will not use alcoholic beverages or narcotics of any kind before or during attendance at the league fields or when associating with their team.
- 4) Managers will refrain from the use of any profane or abusing language and shall instruct their teams (and associated spectators) that they may shout encouragement to members of their own team, but shall not engage in verbal or physical harassment of the opposing teams players, managers, or coaches. THIS ALSO APPLIES TO POOR CONDUCT TOWARDS THE UMPIRES.
- 5) Managers may appoint their own coaches, subject to the same guiding principles set forth above and coaches shall agree to be bound by them.
- 6) The Board of Directors shall approve all managers and any coaches.
- 7) Any manager or coach found to be in violation of the manager's/coach's responsibilities as interpreted by this Board is subject to dismissal.

SECTION IV - LEAGUE /TEAM SELECTION PROCESS

- 1) Seniority shall be the guiding principle for division selection.
- 2) Seniority shall be determined by most seasons managed by a manager. Seasons is meant to mean the total number of seasons as Manager at Shaw Park (Spring and Fall).
- 3) Managers with the most seniority shall be allowed to choose the division in which they manage. In cases where Seniority creates a tie, those manager's shall draw numbers for order of division selection.
- 4) Picking order for teams within a division will determined by a blind draw.

ARTICLE X - POST -SEASON PLAY

SECTION I - ALL -STARS

- 1) It is the intent of the Shaw Park Baseball Association to field competitive teams in post-season play to represent the park and Cobb County.
- 2) Shaw Park Baseball will support In-Park All Star teams. The number of In-Park teams shall be decided annually by the Board.
- 3) Shaw Park Baseball will support traveling All -Star teams for post season play for each league, including 6U Shetland. The number of traveling teams per league and traveling All-Star team managers will be decided annually by the Board.
- 4) Shaw Park Baseball will sponsor a post-season invitational tournament and provide the entry fee for Shaw Park All-Star and Traveling teams.
- 5) Shaw Park Baseball will support, as a minimum, post-season play in PONY tournaments (District, State, Zone, etc.) and GRPA (or equivalent).
- 6) Any funds for expenses other than entry fees will be approved by the Board of Directors.
- 7) Specific tournament rules, guidelines and team selection procedures will be published annually as an addendum to the playing rules.

ARTICLE XI - TRAVELING TEAMS

SECTION I - TRAVELING TEAMS

- 1) It is the intent of the Shaw Park Baseball Association to field competitive traveling teams in regular and post-season play to represent Shaw Park and Cobb County.
- 2) Shaw Park Baseball will support regular and post-season traveling teams. The number of traveling teams shall be decided annually by the Board.
- 3) Specific rule, guidelines and team selection procedures will be published annually and approved by the Board of Directors.

ARTICLE XII - AWARDS

SECTION I - WINNING TEAMS

- 1) Trophies shall be awarded to first and second place regular season teams for each division of each league.
- 2) Trophies shall be awarded to first place and runner up teams for the in-park tournament.

ARTICLE XIII - BACKGROUND INVESTIGATION

SECTION I - PURPOSE

- 1) In furtherance of the stated objectives of Shaw Park Baseball and to ensure the safety and well being of all players and members, a background investigation of all volunteers including board members, managers, coaches and umpires shall be conducted.

SECTION II - PROCEDURE

- 1) The board of Directors shall provide for and approve a policy and procedure to be followed when conducting the background

investigations.

- 2) A document outlining the disqualifying crimes as well as an appeals procedure will be attached as an addendum to the By-Laws. It shall be the responsibility of the Board of Directors to review and update this document annually.

SECTION III - AUTHORIZATION

- 1) All volunteers shall provide the Board of Directors with an appropriate authorization for the background investigation. The authorization for a background investigation is a condition precedent for qualification or approval of any position with SPB.