



Templeton Youth Baseball League Constitution and By-Laws



The mission of Templeton Youth Baseball is to bring the community together through youth baseball by acting in the best interest of the youth and the community to foster, develop, promote and regulate amateur baseball for all children age 15 and under. TYBL will encourage players, coaches and members to develop qualities of good citizenship and sportsmanship. Our goal is to promote and develop each player's skill, success, interest, and enjoyment of baseball.

CONSTITUTION

ARTICLE I: NAME

The name of this organization is Templeton Youth Baseball League. AKA: "Templeton Youth Baseball", "Templeton Baseball", and TYBL.

ARTICLE II: PURPOSE

The purpose for which this league is organized, is to develop and operate a baseball program to the benefit of the youth in Templeton, California and surrounding communities. In conjunction with such purposes, the objective of this league is to instill in the youth of the community ideals using regulation competitive baseball rules to teach skills; mental and physical development; a respect for the rules of the game; and basic ideals of good sportsmanship, honesty, loyalty and fair play.

ARTICLE III: STATEMENT OF AFFILIATION

This league shall be affiliated with the Cal Ripken division of the Babe Ruth League. This league shall review and establish the affiliation each year based on the best interest of the children and community.

ARTICLE IV: SITES OF PRINCIPAL OPERATIONS

The principal operations of this league shall be in and about the town of Templeton, County of San Luis Obispo, and the State of California. However, it may extend into such areas as provided for by the State, Regional and National Headquarters rules and regulations.

ARTICLE V: POWERS

This league shall have the following powers in addition to the powers expressly or implicitly conferred on it by law. To make and enforce rules and regulations to govern itself on a local basis, but consistent with and not contrary to any rules and regulations promulgated by charters held by TYBL. To solicit contributions, enter into contracts and to own and hold personal and real property.

ARTICLE VI: MEMBERSHIP IN THE LEAGUE

SECTION 1: LEAGUE MEMBERS

Membership in the league shall be extended to all those persons serving the league in a coaching, administrative or volunteer of any capacity, including those serving as Board Members. Membership will include parents of current players (a current player is defined as a child of correct league age who is registered between December 1st and November 30th of the following year.

SECTION 2: PLAYING MEMBERS

Playing members shall consist of registered baseball players properly registered with TYBL. A youth becomes a registered member within the program by verification of age and residence within league boundaries, through the registration process set forth by TYBL. Each participating player shall pay a registration fee determined by the TYBL. The Board shall set fees prior to registration each year. These fees shall be sufficient to enable the league to meet its basic financial obligations; though fundraising may also be required. For those players not able to pay the registration fee, the Board will provide alternatives as stated but not limited to scholarships or partial scholarships parents would be expected to volunteer in support of the league. Full refunds will be given to paid registered players, if the child is under or above the eligible age; if there is an insufficient number of players to field a team; or if a player wishes not to play and the player's wish is known not later than two weeks after the player's first practice. After said time, only 50% of the registered fee can be returned prior to Opening Day. No refunds will be given after Opening Day.

Under extraordinary circumstances, the Board may utilize discretion in the refund schedule(e.g. Covid 19)

ARTICLE VII: BOARD OF DIRECTORS

SECTION 1: DIRECTORS

The Board shall consist of the following Voting Directors:

President, Vice President, Treasurer, Secretary, TMS Field Manager, VES Field Manager, Procurement Manager, Equipment Manager, Umpire Agent, Social Communications Director, Snack Shack Director, TMS Liaison, VES Liaison, Fundraising Director and the Director of Advancement. The Past President may serve on the new board as a non-voting advisor to the Board.

SECTION 2: ELIGIBILITY

Any current or past league member in good standing may become a Director. Only one member per household.

SECTION 3: NOMINATIONS

Eligible individuals who have been nominated by a current Director shall have the right to run in an election. See by-laws for the election process. Nominations from Board members are submitted at the July meeting. Elections occur at the August meeting.

The board may elect to extend these dates for no more than three (3) months due to extraordinary circumstances .

SECTION 4: TERM of OFFICE

Each newly elected Director shall begin their term of office September 1st or the first day of the preceding month after the election. This allows the newly elected person to learn about the position before taking over. The term will run for approximately one year.

SECTION 5:VACANCIES

The Board shall elect/assign new Directors as vacancies occur or if new positions are created (2/3 of a board quorum vote required). Term of new members will be till the next election cycle.

Article VIII : MEETINGS AND QUORUM

SECTION 1: REGULAR MEETINGS

Regular meetings are held each month in person, or on-line (phone or video), or hybrid. These meetings are open to all league members, subject to space availability or unless the Board decides to hold a closed session. The Board shall fix at its first meeting of each year, the time, date and place of each regular meeting.

SECTION 2: ANNUAL MEETING

The board will hold its annual meeting in August at which time a new Board will be elected. League members running for office will have an opportunity to express ideas and concerns. At minimum, the community will be notified via a league email and updated on Facebook/website, one to two weeks before said election.

SECTION 3: SPECIAL MEETINGS:

As situations and circumstances arise the Board, at its option may elect to have “special meetings”. The President in the best interest of the league shall determine the feasibility and or the appropriateness of notifying league members that a “special meeting” will take place.

SECTION 4: QUORUM.

A quorum for voting exists if 50% + 1 ~~2/3~~ of the elected officials are present or online.

ARTICLE IX : COMMITTEES

Committees and Coordinators may be appointed by the Board at any time. Each Committee(s) and Coordinator(s) shall be assigned to a specific Board of Director. They are not voting member(s).

ARTICLE X : AMENDMENTS

The constitution and by-laws of this organization may be amended by a two-thirds majority vote of the quorum of the Board present. If a Board member cannot be present, then his or her vote must be writing for their vote to count. A copy of any constitutional or by-law amendment must be delivered or verbalized to each Board Member at least one week prior to a meeting, for its consideration. It is also recommended that any major amendments have input from league members. Major Amendments would be but not limited to: affiliation, election procedures, or terms of office.

Supplemental and local rules may be amended at the discretion of the Board by a simple majority vote when the need arises, provided there is a quorum. However, major changes in the supplemental & Local Rules should also use this same guideline of informing not only Board Members but also League members at least one week prior to get proper input (excluding extraordinary circumstances, safety related items). Major changes in Supplemental Rules would be but not limited to: changing the draft or keeping teams together; changing base paths and pitching distances from previous year.

Changes in the By-Laws to the Board position duties do not require a special vote or quorum.

BY-LAWS

CHAPTER 1: Board Members

1.0: Nomination and Election Procedures

The outgoing President will chair or appoint an official to chair the annual meeting. This meeting will be publicized by email, social media and on the league website. All league members in good standing, will have the opportunity to be nominated by a board member for all Board positions. Nominees must accept the nomination. Elections shall be held by ballot. If there is but one nominee for any office, the ballot for that position may be dispensed with. All members present at the meeting and in good standing with the league shall have a voting right.

1.1 Terms

The term of each official shall begin at the August board meeting after being elected and shall run for approximately one year until the next August meeting is held.

1.2 Vacancies

The Board shall elect/assign any vacancies that occur in the election process, to fill new positions or as vacancies occur (2/3 of a board quorum vote required).

1.3 In Good Standing

A Board Member is considered in "good standing" when they attend regular and special meetings; performs the duties of the elected office; abides the purpose of the league; are not disruptive; follows the constitution and bylaws of the league; and does nothing to negatively impact the League.

1.4 Removal from the Board

Whenever it is judged to be in the best interest of Templeton Youth Baseball, any Board Member may be removed. The item of removal must be agendaized and approved by a vote of 2/3 quorum of Board members present at a meeting.

Chapter 2: Board Member Duties

The Board, as a team, cohesively works together to ensure that the league operates efficiently and provides the best experience possible to the TYBL families. The duties below do not reflect the only responsibilities of the board members. Board members are expected to assist, when available, with other TYBL events or projects.

2.1 President

- Preside at all league meetings
- Assume responsibility for the operation of the league
- Appoint all committees and supervise the activity thereof. This includes but not limited to: Selection of league managers, All-Star managers, All-Stars, protest committees, etc.
- See that the league adheres to rules and regulations of each of the league's affiliations.
- Responsible for continuation of annual charter(s)
- Maintains and updates Constitution, By-Laws and Local Rules
- Review finances with Treasurer
- Coordinate manager and player distribution with league reps
- Delegates or meets with CSD and School officials for field usage and permits
- Can add/remove changes to the database(For example: Sports Engine)
- Secures insurance with the rosters of all players in the league
- Approves Agenda Items for meetings

2.2 Vice President

- Creates the league schedule for all divisions, including make-ups and playoff
- Chairs or delegates practice schedule allocation
- Chairs or delegates all aspects of the annual all-star tournament
- In the absence of the President, the Vice President will perform the President's duties
- Can add/remove changes to the database(For example: Sports Engine)

2.3 Secretary

- Develops and distributes meeting agenda once approved by the president
- Records, posts, and distributes the minutes of meetings and maintains an official record of the league activity
- Notifies officers and league members of meetings
- Secures meeting locations
- Assists in the session registration process.
 - duplicating and distribution of registration materials
 - Ensures banners are are put up and taken down
- Maintains contacts list for Board
- Manages Photo Day and works with the TMS and VES Directors

2.4 Treasurer:

- Prepares or finds qualified person to file tax returns promptly
- Responsible for making sure tax filings and exempt status is maintained
- Ensures that the 501c(3) status is maintained
- Prepares budgets and reports on the financial status of the league
- Receive and safely keep all funds of TYBL
- Manages registration funds from SportsEngine
- Check the Post Office Box for mail
- Manages all checking, Venmo, and credit card accounts

2.5 TMS Director and VES Director

- Coordinates scholarships when requested in writing
- Arrange and coordinate player assessments
- Helps organize league serpentine drafts
- Arrange clinics
- Responsible for handling player/parent and manager disputes
- Place waiting list players and fill vacancies with input from the Board
- Recruits managers and coaches for the respective divisions
 - By recommendation, managers will be granted positions with Presidents or committee approval as established by TYBL Board
- Review and make recommendations to the Board on “local” rules
- Call regular meetings with managers and or coaches to discuss issues
- Ensure that managers keep all storage sheds clean
- Coordinates with the Secretary and Managers on annual Photo Day

2.6 Umpire Director

- Responsible for hiring, training, scheduling and supervising all umpires
 - Ensures that 13 year olds or older kids with little to at least one year experience are given lower division games
- Holds a clinic for all umpires that will be hired (if needed)
- Ensures that the umpires are familiar with the league rules
- Applies the feedback from coaches and parents to improve umpire skills
- Attends as many games as possible for ongoing assessment of umpires

2.7 Fundraising Director

- Assist board in making decisions regarding fundraising events
- Coordinate fundraising goals(Goals Approved by Board) with All-Star Teams
- Assist board to develop a comprehensive approach to develop sponsorship support
- Chair or recruit chairperson(s) & committee to solicit sponsorships
- Chair or recruit chairperson(s) to handle merchandize
- Manage Sponsorships working with Treasurer, Procurement Manager, and All Star Coordinator
- Ensures all banners, plaques, and related gifts and procured, displayed, and or distributed

2.8 Procurement Director:

- Manage all aspects of ordering and distributing Spring, All-Star and Fall sessions uniforms.
- Procures equipment and plaques
- Ensure that Sponsorships names and or logos are on the jerseys, banner logo, website, and plaques
- Manages locks and keys for all sheds and distributes keys to managers and board members
- Procure trophies for the Spring Session

2.9 Snack Shack Director

- Supply and maintain Snack Shack within budget approved by Board
- Ensure that the shack is locked; items are stored appropriately; and the money is secured after games
- Ensure that monies are transferred to the Treasurer
- Responsible for scheduling volunteers or workers to staff the Snack Shack

2.10 Director of Advancement

- Coordinates with TUSD and CSD on use of fields
- Writes and maintains the league strategic plan
- Seeks out addition opportunities for fields and facilities
- Serves as the league's liaison when needed

2.11 Equipment Director

- Supply and maintain first aid kits and ice packs at all fields
- Manage all aspects in collecting, distributing, repairing, and ordering equipment.
 - Includes batting helmets, catcher's gear, baseballs, and tournament, bases, rakes, chalk, pitching rubbers, drags, pitching machine up keep, etc
 - Ensures that all equipment is in proper condition and safe for use
 - Coordinates and manages equipment inventory day(s)
- Ensures that all storage sheds are properly equipped and maintained
- Ensures the port-a-potties are in place for the sessions

2.12 VES & TES Field Directors (one for each school)

- Ensures that the fields are properly maintained
- Organizes and manages field maintenance day(s)
- Coordinates with TUSD and or CSD maintenance staff on any field issues
- Insures that fields and field equipment are safe
- Develops procedure for taking care of facilities
- Insures that base pegs, mounds, fences, etc. dimensions are appropriate

2.13 Social Communication Director

- Add news, content, etc to the league website and other social media apps
- Assists in the maintenance of the email list, address list
- Facilitate flow of information to TYBL Board, Managers, Coaches and members as needed

2.14 All-Star Coordinator (non-voting member)

- Coordinate the All-Star Session
- Coordinate the All-Star Tryouts
 - Work with Board members and All-Star Managers
- Register teams for the Cal Ripken local qualifier tournament.
 - If they advance to state, register them for the state tournament
- Register teams for the NCS Tournaments
- Ensure that each team has a team coordinator
- Ensure that all managers, coaches, and players are registered with Babe Ruth /Cal Ripkin
 - Work with the president to create the session
 - Ensure that the teams are Registered, rostered, and that all credentials are met
- Work with all of the respective directors
- Follow the All-Star Coordinator Handbook

Chapter 3: Finances

3.1 Budgeting

- The Treasurer shall provide an estimate of expenditures with an operating budget for each session. It should be submitted to the Board one (1) month prior to the first day of registration(Spring, All Star, Fall).
- The board shall strive to maintain at least \$10k in reserves
- The general account and all-star account(s) shall remain separate.

3.2 Expenditures

- Immediate expenditures under \$500 must be pre-approved by the Treasurer, President and (1) additional Director.
 - Emergency expenditures (i.e to make emergency repairs in a timely manner) may be approved by the President or Vice President (due to time constraints).
 - All approved expenditures made outside of a board meeting shall be disclosed at the preceding meeting with an explanation.
- Expenditures over \$500 must be pre approved by 50% +1 the quorum.
 - Under pressing and extraordinary circumstances, as determined by the President, a special email vote may be enacted outside of a regular meeting.

3.4 Reimbursements

- All requests for reimbursement must meet the requirements of Section 3.2 and include receipts
- The board may approve reimbursements that were not pre-approved if deemed appropriate

3.5 Accounting

- Deposits are to be made from time to time to the credit of TYBL in a federally insured bank or credit union as determined by the TYBL board.
- The President, Vice President, Treasurer, and Secretary shall have check signing privileges.
- The use of Venmo is allowed for the Snack Shack and or fundraising purposes
 - Monies shall be transferred to the appropriate account no longer than one month once received

Chapter 4: Conflicts of Interest

Whenever a board member or other volunteer of TYBL has a financial or personal interest in any matter coming before the board of directors, the affected member shall disclose that interest and the board shall ensure that:

The interest of said member or volunteer is fully disclosed to the board of directors. No interested board member may vote or lobby on the matter or be counted in determining the existence of a quorum at the meeting of the board of TYBL at which such matter is voted upon. Any transaction in which a board member or volunteer has a financial or personal interest shall be duly approved by members of the board of directors not so interested or connected as being in the best interests of TYBL.

Payments to the interested board member or volunteer shall be reasonable and shall not exceed fair market value. The minutes of meetings at which such votes are taken shall record such disclosure, abstention, and rationale for approval.

Chapter 5: Local Rules

Section 1: Supplemental Rules

In conjunction with the Cal Ripken Regulations Handbook, the League has adopted its local rules and provisions. This document will be titled TYBL Supplemental Local Rules. The Board shall review and amend as necessary the rules each year, prior to the start of the spring session. Some instances that constitute amending our local rules are: concerns of league members, number of participating players, safety, field allotment and to constantly strive for making the League adhere to our purpose set forth in our constitution.

Section 2: Protocol for Local Rule Amendment

Any Board official or league member may make a recommendation to the Board to adopt a new rule or amend an old rule. The Board will examine the pros and cons of said motion before voting on the motion. A quorum with a simple majority vote is required to adopt a change.

Issues arising from safety concerns may be addressed prior to a meeting. The temporary passage of such change(s) may take effect as deemed appropriate and will still require a simple majority vote using the totality of the Board as the quorum. This vote may be done via EMail. The amendment must be agendized at the next board meeting in order to continue the temporary rule change or to make it permanent.

Chapter 6: Parliamentary Authority

“Robert's Rules of Order” shall be the parliamentary authority on matters not covered by the Constitution and By-Laws of this organization.

Chapter 7 : Order of Business

In order to assist the Board with organization, the following suggests the usual order of business at the regular meetings:

Call to Order by the presiding officer
Roll call by the Secretary
Approval of the Minutes
Public comment three (3) per person
Approval of the Treasurer's Report
Reports of committees and any correspondence received
Unfinished business
New business and announcements
Adjournment

Chapter 8: Dissolution

Should there be a point where the TYBL organization is to be dissolved and after any outstanding debt is resolved, the assets of the TYBL are to be donated to an organization that can make best use of the assets to benefit the youth of Templeton. The donation may be made in whole to one organization or split between a number of deserving organizations. A 2/3 majority vote of the existing Board at that time would be needed to ratify both the dissolution and subsequent donations.

Chapter 9: Removal and Good Standing

The Board determines whether a League or Playing member remains in "good standing."

A League or Player member is considered in "good standing" when he or she attends games and practices, is not disruptive, does not do anything to negatively impact the League and also abides by the Purpose of this League as outlined in the Constitution of Templeton Youth Baseball.

Whenever it is judged to be in the best interest of Templeton Youth Baseball, any League or Playing members may be removed by a vote of 2/3 quorum of Board members present.

Revisions

August 16, 2011
January 13, 2020
August 9, 2022

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Scott Jalbert, President-TYBL