



# LA PORTE BASEBALL ASSOCIATION CONSTITUTION

## ARTICLE I

### NAME

This organization shall be known as the La Porte Baseball Association. Further known as LPBA.

## ARTICLE II

### OBJECTIVE

**SECTION 1:** The LPBA is a non-profit organization that will seek to instill the ideals of good sportsmanship, honesty, loyalty, courage, and reverence so that they may grow up to be fine, strong, healthy adults.

**SECTION 2:** This objective will be reached by providing supervised competitive games.

**SECTION 3:** The members will always bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary and that the molding of future citizens is paramount.

**SECTION 4:** Upon the dissolution of the organization, all assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (C) (3) of the Internal Revenue Code. This will be executed by donating our assets to a charitable organization selected by the Executive council.

**SECTION 5:** The LPBA will be fully transparent and will allow the City of La Porte to perform audits at their discretion. The LPBA will highly consider any recommendations brought forth by the City of La Porte. The LPBA will provide all information requested by the City of La Porte with the exception of Bank Account passwords.

## ARTICLE III

### MEMBERSHIP

**SECTION 1:** LPBA defines a volunteer as a: **(i.)** Manager. **(ii.)** Coach. **(iii.)** Assistant coach. **(iv.)** Team Mom. **(v.)** Board Member.

**(a)** A manager, coach, or assistant coach will only be listed in one division.

**(b)** Each volunteer will sign a Code of Ethics form electronically and undergo a background check.

**(c)** Umpires will provide a report to the umpire in chief explaining any ejections.

**(d)** Anyone denied a volunteer position by the LPBA Board will not be permitted within the confines of the playing field.

**(e)** Anyone suspended from a volunteer position by the LPBA Board will not be permitted within the confines of the playing field for the time dismissed. Penalty: Double the original suspension

**SECTION 2:** Upon a written complaint of conduct on the part of any adult member which is likely to reflect unfavorably on the LPBA, such member may be expelled by a majority vote of the LPBA Board at any official meeting. However, any member accused shall have the right to be heard on his or her behalf prior to an expulsion decision by the LPBA Board.

**SECTION 3:** Each Board Member will sign a Code of Ethics approved by the Board. Any violation will result in immediate removal from the Board.

## **ARTICLE IV**

### **MANAGEMENT**

The LPBA shall be governed by a Board of Directors. They shall have the power to adopt, rescind, or amend policies governing the program of the organization. This Board shall also be responsible for the complete management of objectives for which it is organized.

## **ARTICLE V**

### **BOARD MEMBERS AND ELECTIONS**

**SECTION 1:** The Board shall consist of an Executive Council that includes a President, Vice-President, Head Commissioner, and Treasurer. The Board shall also consist of 2 Player Agents, Secretary, Uniform Manager, Sponsorship/Fundraising Manager, Equipment Manager, Field Maintenance Manager, Tournament Director, Foal Commissioner, Shetland Commissioner, Pinto Commissioner, Mustang Commissioner, Bronco Commissioner, Pony Commissioner, and Colt/Palomino Commissioner.

**SECTION 2:** The terms of Board Members and the manner of electing them shall be:

- a)** The Board Members shall serve for a term of two consecutive years. Any new position created and filled by the proper procedures as laid out in Roberts Rule of Order during the year will be voted on by the membership at the following spring closing day to allow proper development of the position.
- b)** For continuity half the Board positions will be elected during odd numbered calendar years and the remainder during even numbered calendar years.

- 1)** To be eligible to run for any Board position they must be a member in good standing.

**EVEN NUMBERED YEARS**

President

Secretary

Tournament Director

Player Agent B

Equipment Manager

Head Commissioner

Foal Commissioner

Mustang Commissioner

Pony Commissioner

**ODD NUMBERED YEARS**

Vice President

Treasurer

Sponsorship/Fundraising

Player Agent A

Uniform Manager

Field Maintenance

Shetland Commissioner

Pinto Commissioner

Bronco Commissioner

Colt/Palomino Commissioner

**c)** In the event a Board Member elects to serve only one year of their term, the position will be placed in an internal nominating procedure for the remainder of the year (ending June Board meeting). Current Board Members may elect to move laterally and assume a different position by a simple majority vote of the LPBA Board. Any vacant positions will be made public and filled after a two-week waiting period.

**d)** Two weeks prior to Spring Closing Day the Board will post the positions to be filled for the future Board.

**e)** On closing day, the members shall vote on these Board positions.

**f)** Current Board Members may place their name on the ballot of an open position without resigning from their current position with the agreement that if elected, they will resign their current position.

**g)** The Board will only have one Commissioner per age division. They themselves or their spouse are not eligible hold a Manager or Head Coach position in the division in which they are the Commissioner.

**h)** When joining LPBA Board you must be in attendance to all Board meetings, Registrations, Try-Outs, Opening & Closing Day, and any event required by the President as part of your duty. If you have an excused absence, i.e. work, illness, death, family emergency, child's activity, or out of town, you must notify either the President, Vice President, or the Secretary prior to the scheduled meeting. The consequence of three unexcused or six total absences (excused or unexcused) in one year (June – June Meeting) will result in being brought before the Discipline Committee for disciplinary action including, and up to, removal from the Board.

**i)** All candidates for the President and Vice President positions must meet the following criteria: 1) Served on the Board for a complete two-year term and be a current member in good standings. A year consists of at least one fall and one spring season.

**j)** The Head Commissioner, Treasurer, Tournament Director, and Field Maintenance positions will be appointed by the LPBA Board for a two-year term upon their election year.

**k)** Any company or business in which a Board Member is registered as the owner, partner, or an employee of, that enters into agreement with LPBA to perform a service or sell a product where a payment will be made, must have an agreement approved by the Board.

**SECTION 3:** The duties of the Board Members are as follows:

**President:** Shall preside over all meetings and events of the LPBA and perform all duties that are essential to the office of President.

**Vice President:** Shall fulfill all the duties of the President in his/her absence and shall be responsible for any other duties assigned by the President.

**Secretary:** Shall have charge of all papers, keep records, make reports, and perform duties essential to the position and required by LPBA. Must also notify all Board Members of the time and place of special called meetings and shall be responsible for any other duties assigned by the President.

**Treasurer:** Shall oversee all bank accounts under LPBA. Shall submit a true and correct account of all financial transactions at each monthly Board meeting. Shall be responsible for any other duties assigned by the President.

**Player-Agents:** Shall be responsible for the recruitment, tryouts, and assignment of all registered players. Shall keep an accurate record, with players' name, addresses, telephone numbers, schools, dates of birth, and team assignments. Shall be responsible for any other duties assigned by the President.

**a) Player Agent A:** Shall be responsible for Foal, Mustang, Bronco, and Colt/Palomino divisions.

**b) Player Agent B:** Shall be responsible for Shetland, Pinto, and Pony divisions.

**Uniform Manager:** Shall be responsible for the purchase and distribution of all uniforms as needed and approved by the Board. Shall be responsible for any other duties assigned by the President.

**Equipment Manager:** Shall be responsible for maintaining, issuing, and collecting all baseball equipment owned by LPBA. Also responsible for informing Executive Council when it is necessary to order equipment required to keep the league running safely and properly. Shall be responsible for any other duties assigned by the President.

**Sponsorship/Fundraising:** Shall be responsible for the development, coordination, and implementation of Sponsorship/Fundraising activities for the LPBA. Shall be responsible for any other duties assigned by the President.

**Field Maintenance Manager:** Shall be responsible for the coordination of all general maintenance for the fields and maintaining field equipment. Is responsible for informing Executive Council when it is necessary to

order supplies required to maintain the fields, equipment, and facilities. Shall be responsible for any other duties assigned by the President.

**Head Commissioner:** Shall be responsible for the proper operation of all divisions in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President.

**Foal Commissioner:** Shall be responsible for the proper operation of the Foal division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Shetland Commissioner:** Shall be responsible for the proper operation of the Shetland division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Pinto Commissioner:** Shall be responsible for the proper operation of the Pinto division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Mustang Commissioner:** Shall be responsible for the proper operation of the Mustang division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Bronco Commissioner:** Shall be responsible for the proper operation of the Bronco division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Pony Commissioner:** Shall be responsible for the proper operation of the Pony division in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Colt/Palomino Commissioner:** Shall be responsible for the proper operation of the Colt and Palomino Divisions in accordance with the policies and by-laws of the LPBA. Shall be responsible for any other duties assigned by the President or Head Commissioner.

**Tournament Director:** Shall be responsible for the coordination of all LPBA tournaments with the assistance of the Board. Shall be responsible for all scheduling. Shall be responsible for any other duties assigned by the President.

**SECTION 4: LPBA Finances:** The following shall be users on the LPBA checking account: The President, Vice President, Treasurer, and others as deemed necessary. The President, Vice President, and Treasurer are a MUST. Under no circumstances will two members of the same household have signature rights or access to any LPBA accounts. All expenses are required to have receipts and/or digital receipts.

## **ARTICLE VI**

### **COMMITTEES**

All committees will be appointed by the President and will consist of five or more members. Committees shall include, but not limited to: Constitution, By-Laws, Discipline, Protest, and Tournament committees. Constitution and Bi-law Committees shall meet annually by January 5th of each calendar year.

### **OPENING DAY**

At the October meeting, the board shall appoint a member of the Board that will oversee all aspects of Spring Opening Day. This person is responsible for coordination of Opening and Closing Day ceremonies while operating within the budget agreed upon by the Board of Directors. 100% of the Board will assist with organizing and executing Opening and Closing Day ceremonies.

## **ARTICLE VII**

### **FEES**

**SECTION 1:** Sponsorship guidelines will be set annually by the Board. This shall be paid preferably before the first game of the season. Anything that is not covered in the sponsorship letter must be voted on by the Board.  
**SECTION 2:** Registration and fundraising fees shall be set annually prior to registration date by the Board. Payments are due prior to uniform handout unless otherwise approved by a Player Agent or Executive Council.

## **ARTICLE VIII**

### **BOARD MEETINGS**

**SECTION 1:** The installation of new Board Members shall be held at the first Board meeting following Spring Closing Day and the counting of the ballots.

**SECTION 2:** Regular Board meetings shall be held at 6:00PM on the second Wednesday of each month. Additional meetings may be called by any member of the Board as needed.

**SECTION 3:** The date and time for regularly scheduled meetings shall be posted on the league website.

**SECTION 4:** An official meeting shall be called to order by the President or designee. Fifty one percent (51%) of the Board Members must be present in order to vote on any motions.

**SECTION 5:** The President and Vice president must both be in attendance at meetings in order to vote on any new business, unless approved by the President, prior to the meeting.

**SECTION 6:** Roberts Rules of Order shall govern all Board meetings.

**SECTION 7:** The City of La Porte has a designated representative that is encouraged to attend all meetings. This representative does not have the authority to vote.

## **ARTICLE IX**

### **TAXES**

**SECTION 1:** The Treasurer shall file taxes, annually, by March 1st. The Board shall file taxes with a CPA who is voted on by the Board.

## **ARTICLE X**

### **SELECT TOURNAMENTS**

**SECTION 1:** LPBA will host year-round select tournaments and Board Members will govern both leagues.

## **ARTICLE XI**

### **AMENDMENTS and BY-LAWS**

This Constitution or any section thereof may be amended or repealed by a majority vote of the Board Members present at any official meeting. The President may Veto this at his/her discretion.

#### **In the event of a Veto by the President**

This Constitution or any section thereof may be amended or repealed by a two-thirds vote of the Board Members present at any official meeting. Notice of such changes shall be handed/mailed/e-mailed to each member of the Board at least seven days in advance. This cannot be Vetoed by The President or any other Board Member.