

St. Anthony Booster Softball Association Bylaws

ARTICLE I – THE ORGANIZATION

Section 1.1 The name of the organization is St. Anthony Booster Softball Association (herein called “SABSA”).

ARTICLE II – PURPOSE

Section 2.1 The purpose of the St. Anthony Booster Softball Association (SABSA) is to provide the girls of the City of St. Anthony and those within the boundaries of the St. Anthony-New Brighton School District a recreational and competitive environment of organized sports in which they can learn and develop the fundamental skills of softball and where they can develop self-discipline, responsibility, good sportsmanship and leadership.

ARTICLE III – PROCEDURE AND GOVERNMENT

Section 3.1 The government of this organization shall be vested in the SABSA Board of Directors (herein also called the “Board”) and in these Bylaws.

Section 3.2 The Association’s principal office shall be located at such a place within the City of St. Anthony as the Board of Directors shall determine. The Association’s principal place of business is the association’s website.

Section 3.3 The rules contained in the current edition of “Robert’s Rules of Order” shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the association may adopt.

Section 3.4 The St. Anthony Booster Softball Association Board of Directors shall be comprised of the following members:

- President & St. Anthony Booster Softball Director
- Vice-President & Director of Evaluations/Tryouts (SAVHS Softball Liaison Director)
- Director of Player/Coach Development
- Director of League (aka Traveling Fastpitch) Softball
- Director of Recreational (aka In-House) Softball
- Director of Instructional Softball
- Secretary
- Director of Umpires and Field Scheduling
- Huskies Diamond Club Liaison Director

Section 3.5 Except for the St. Anthony Booster Softball Director, who is chosen according to SASB Bylaws, and the Liaison Directors, who are appointed by their respective organizations, any Board vacancy shall be filled by Board appointment, for the remainder of the term.

Section 3.6 The Board may remove any elected member by a 2/3 vote of all Board members.

ARTICLE IV – ASSOCIATION MEMBERSHIP

Section 4.1 Upon registration of a Player and payment of the listed fees, the Player becomes an eligible “Participant” in the Association, and the parents or guardians listed on the Participant’s form become “Members” of the Association and will remain members until the next registration period opens, so long as the Participant and listed parents or guardians remain in good standing with the Association.

Section 4.2 The Board, having determined that any Participant or Member has acted in any way detrimental to the Association, may terminate the Participant’s eligibility or the Member’s rights, respectively, for the remainder of the season in progress via a two-thirds (2/3) vote of the Board of Directors. The Participant or Member shall have the right to a hearing before the Board. The Member shall be notified of termination by the Association President via telephone, mail or electronic mail.

Section 4.3 Participants or Members may be reinstated by submitting a written request for reinstatement to the Secretary of the Board. A two-thirds (2/3) vote of all voting Directors is required for reinstatement. The Member may, at the sole discretion of the Board of Directors, attend the meeting. In the event the Participant or Member in question does not attend the meeting at which reinstatement is determined, notification of the Board’s decision shall be delivered to the Member by First Class or electronic mail.

ARTICLE V – BOARD OF DIRECTORS

Section 5.1 The Board shall be the governing body of the Association and shall further designate such subordinate committees for such duties and responsibilities as it deems necessary to fulfill the goals of the Association. The Board of Directors is charged with the responsibility of operating the softball program in keeping with the purpose for which the Association was established. It is charged with the efficient operation of the program under the St. Anthony Booster Softball Association.

Section 5.2 Except for the President & St. Anthony Booster Softball Director, the Vice-President & Director of Evaluations/Tryouts (SAVHS Softball Liaison Director), and the Huskies Diamond Club Liaison Director, the Members of the Board are elected by the Members of the Association.

Section 5.3 Candidates for the elected positions on the Board of Directors shall be nominated by a member of the Association and elected at a fall meeting of the Board. Each Participant is entitled to one vote per Board Opening, to be cast by one of the Participant’s Members. Nominations for new board members will be accepted at a regularly scheduled fall board meeting. The meeting will be posted on the website. Elections will be held at the subsequent meeting. If no nominations exist, new board members may be voted in by a nomination and vote of the Board members present. Board members will be elected to serve a two-year term. There will be no term limits.

Section 5.4 Elected positions shall be staggered, with the Director of Player/Coach Development, Secretary, and Director of Umpires and Field Scheduling elected in even-numbered years, and the Director of League Softball, Director of Recreational Softball, and Director of Instructional Softball elected in odd-numbered years, to ensure Board continuity.

Section 5.5 All Positions on the Board of Directors have voting rights.

Section 5.6 A vacancy occurring on the Board shall be filled by a vote of its Board of Directors at any meeting of the Board. If a vacancy occurs mid-term, the SABSA Board of Directors may place an interim board member in that position. The new member will be appointed for the remaining term of the vacancy.

Section 5.7 Non-Board volunteers may serve on committees authorized by the Board. All committee appointments will be subject to the approval of the Board of Directors. Two-thirds (2/3) of the voting Directors of the Board have the authority to terminate tenure of any person on any committee.

Section 5.8 The Board of Directors shall not receive any salary or compensation for their services as Board Members.

Section 5.9 The original Board of Directors shall be comprised of the SASB Softball Director and volunteers. The terms of these Board Members shall end with the first election for their respective positions.

ARTICLE VI – DUTIES OF BOARD DIRECTORS

Section 6.1 The SABA Softball Director shall serve as President, and shall chair all meetings of the Association. It will be their responsibility to see that all Board Members perform their responsibilities and if needed, seek replacements for those unable to fulfill their responsibilities. The President will be responsible for presenting the budget, and submitting check requests and deposits to the St. Anthony Sports Booster Treasurer, enlisting the assistance of the Secretary as appropriate.

NOTE: The SASB Treasurer will have the charge and custody of and be responsible for all funds of the Association (SABSA). The SASB Treasurer will further submit a detailed financial statement for the preceding month at each regular meeting of the SASB Board of Directors; this financial statement must be approved by the SASB Board.

Section 6.2 The Vice-President and Director of Evaluations/Tryouts shall, in the absence of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the Board of Directors shall prescribe. This Director shall also coordinate, manage, and ensure the impartiality and confidentiality of Evaluations & Tryouts. The Vice-President and Director of Evaluations/Tryouts position is held by the St. Anthony Village High School Varsity Softball Coach or their designee.

Section 6.3 The League (Traveling Fastpitch) Director will oversee the St. Anthony Booster Softball League (Fastpitch) offerings. Typically, Fastpitch is offered at the 10U, 12U, and 14U levels.

Section 6.4 The Director of Player/Coach Development shall work with the Instructional, Recreational and League programs. The Director of Development shall assist in the selection of coaches to improve player and coach development. They may observe and evaluate practice sessions as appropriate and offer guidance where necessary, coordinate player and coaching clinic opportunities, and assist in evaluations and tryouts. They may review and recommend teams to be properly placed in the appropriate league level.

Section 6.5 The Director of Recreational (aka In-House) Softball shall manage the Recreational softball offerings of the Association. Recreational Softball shall be offered for those players who have surpassed the Instructional Softball level, but have not advanced to League (aka Traveling) Fastpitch Softball.

Section 6.6 The Director of Instructional Softball shall manage the Instructional softball offerings of the Association. Instructional Softball shall be offered for those players who have not yet attained the level of Recreational or League Softball. Typically, these players have finished SASB T-Ball, but are not ready to play Recreational Softball.

Section 6.7 The Secretary shall record all minutes of meetings and maintain a file of all correspondence, forms and documents pertinent to the activities of the SABSA Association. The Secretary shall perform other such duties as the Board of Directors shall prescribe. The Secretary shall also develop the annual budget and keep records of actual expenditures against the budget, and work with the President to prepare fiscal reports and submit documents for presentation to the SASB Treasurer.

Section 6.8 The Director of Umpire/Field Scheduling will maintain the umpire and field schedules for the Association. They will communicate with coaches and umpires of cancellations and rescheduling of games. This director will submit information and final invoices to the St. Anthony Softball Director for payment of umpires.

Section 6.9 The Huskies Diamond Club Liaison Director will advise and consult to the Board of Directors on the mission, goals and objectives of the SABSA Association, and efforts of the Huskies Diamond Club, in order to best coordinate the activities of the organizations, where appropriate, for the overall betterment of Softball in St. Anthony.

Section 6.10 The President, specifically, without term restriction, and any other Board Member, in order to fill a vacancy to term end, may serve a dual function by performing the duties of one of the other Board Positions. However, in the event a Board Member is serving dual roles, the secondary role does not have voting rights.

ARTICLE VII – MEETINGS

Section 7.1 The Board of Directors shall meet a minimum of eight times a year including the Annual Board Meeting. At least two meetings shall occur in the fall (Oct/Nov) to make preparations for the upcoming softball season and hold nominations and elections. At least two meetings shall occur in the winter (Jan/Feb) to prepare for registration and the evaluation/tryout process. At least four meetings shall occur in the summer (April-July) during the summer softball season. A quorum shall consist of a least one half (1/2) of the voting Board Members. Additional meetings may be held as needed.

Section 7.2 Meeting dates and times shall be determined by the Board of Directors. Notice of the meetings will be posted on the Association's website.

Section 7.3 Order of Business at meetings shall consist of:

- a) Approve minutes from prior meeting
- b) Reports of Board Members
- c) Reports of Committees
- d) Unfinished Business
- e) New Business
- f) Adjourn

Section 7.4 The President or at least four (4) voting Board members may request a special or emergency meeting of the Board. Notice of time, place and purpose shall be given at least twenty-four (24) hours prior to the meeting.

ARTICLE VIII – NOT FOR PROFIT

Section 8.1 The St. Anthony Booster Softball Association is not for profit. Under no circumstances shall any part of the funds or assets of the Association be paid as salary or any compensation to any Board Member. However, any Board Member from time to time may be reimbursed for his or her actual and reasonable expenses incurred in connection with the administration of the affairs of the Association. Such reimbursement shall appear as a special note in the Minutes to be approved by the Board of Directors.

ARTICLE IX AFFILIATIONS

Section 9.1 To encourage and regulate play according to local, regional, state, and national level organizations' rules, SABSBA will affiliate with leagues and organizations, including but not limited to:

- a) Suburban League of MN and/or Tri-County Fastpitch League
- b) MMFL- Minnesota Metro Fastpitch League
- c) NAFA – North American Fastpitch Association

ARTICLE X– SOFTBALL RULES AND REGULATIONS

Section 10.1 The Board could not hope to publish written rules governing all situations that will arise during the playing season. Should situations arise that are not covered under written rules, the Board of Directors' shall rule on the situation(s) as necessary.

ARTICLE XI–COACHES AND ASSISTANTS

Section 11.1 Coaches, Assistant Coaches and parent volunteers assigned to a team are subject to background checks. If more than one volunteer has expressed interest in being the Head Coach for a specific age group, there will be an interview by the Board or a committee appointed for this purpose. New coaches may be required to complete training in the basic fundamentals and philosophies as set forth by the Board. Coaches will also be required to sign a Code of Ethics and Sportsmanship. Failure to abide by this code can result in removal as a Coach. Interested parties may be recommended by Board Members or league coordinators or may submit a request in writing to the Board. Coaches must be approved by a two-thirds (2/3) majority of the voting Board Members. Head Coaches must be 18 years of age. However, High School softball players may be appointed as Assistant Coaches regardless of age, upon receiving Board approval.

Section 11.2 Coaches must have records of each game kept in a permanent-bound type official scorebook. This requirement is necessary because they may be called upon to prove the eligibility of substituted players. Coaches will be responsible for submitting their official roster to the appropriate league/tournament director. Every coach will be required to have on hand a lineup showing where each player played every inning. These must be kept on file for the whole season. Batting will be according to league and applicable tournament rules.

Section 11.3 It is mandatory for the Head Coach of each team to attend a meeting presented by the SABSA Association to discuss the rules and policies of the designated league.

Section 11.4 Head Coaches will be responsible for all the SABSA softball equipment. The equipment will be issued prior to the beginning of practice, and shall be turned in no later than 2 weeks following the last game of the season (or post-season).

Section 11.5 It is the responsibility of the Coach to submit the official team roster by the date requested by the softball league. Coaches are required to keep copies of birth certificates at all league games and tournaments and show it upon request of the opposing manager, umpire or league official.

Section 11.6 Coaches are subject to Coach regulations in the SASB Bylaws, SASB Commissioner Policy, and SASB Coaches' Guidelines.

ARTICLE XII– CONDUCT

Section 12.1 All Head Coaches will be responsible for the conduct of their team, Assistant Coaches, their players, and their players' parents. Coaches will be responsible for preventing parents and other adults of his/her group from umpire baiting or harassing the members of the opposing teams. Coaches who do not attempt to secure order will be reported to the Board of Directors for necessary action. Coaches who do not attempt to carry out the rules, policies and intentions are subject to consequences, which may include, forfeiture of game(s), suspension, dismissal from the team, and/or removal from the Association.

Section 12.2 No fan shall verbally confront or argue with an official, coach, player or other spectators; before, during or after a game. If this occurs, it is the Coach's responsibility to ask such fan to leave the facility.

Section 12.3 Any Coach (Head or Assistant) or player who is ejected from a game (regular or post season) by the umpire will serve a mandatory minimum one game suspension, the following game.

ARTICLE XIII– POLICIES

Section 13.1 Once the registration period for the upcoming season has closed, no refund will be given unless approved by the SABSA Board for special circumstances.

ARTICLE XIV– PLAYER ELIGIBILITY

Section 14.1 Players must be properly registered, fees paid and in good standing with SABSA to be eligible for evaluations/tryouts and to be placed on a roster.

Section 14.2 Girls are eligible to play in the St. Anthony Boosters Softball Association in the following age groups:

- Ages 5-6: girls 5 and 6 years of age on December 31 of the previous year
- Ages 7-8: girls 7 and 8 years of age on December 31 of the previous year
- Ages 10U: girls 9 and 10 years of age on December 31 of the previous year
- Ages 12U: girls 11 and 12 years of age on December 31 of the previous year
- Ages 14U: girls 13 and 14 years of age on December 31 of the previous year

Example: If you are 14 years old or younger on December 31, 2010, you will play at the 14U level during the 2011 season.

Section 14.3

Players may not "Play down" to a lower age level. Players may "Play up" with Board Approval (majority vote). The Board may request players to "Play up" to manage team sizes.

ARTICLE XV– LEVELS OF PLAY DEFINED

Section 15.1 SABSA offers three levels of play:

- a) Instructional Softball for ages 5-8
- b) Recreational (aka In-house) Softball for ages 9-10
- c) League Fastpitch Softball for ages 9-14

Section 15.2 Play will be governed by applicable league and tournament rules.

ARTICLE XVI – TRYOUT REQUIREMENTS AND PROCEDURES

Section 16.1 To be eligible for placement on a team, all players registering for SABSA Recreational or League programs must participate in the evaluation and/or tryout process. Exceptions: Players who cannot participate in the tryout process due to injury or family obligation may request placement based on tryout scores from the previous year, provided scores for the previous year are available. Players who cannot participate in the tryout process for any

reason and who do not have scores from the previous year, may be placed on a team at the discretion of the Board.

Section 16.2 SABSA Evaluations/Tryouts shall be conducted to evaluate players' overall ability in fielding, hitting, throwing, and other skills. Tryouts are required if the number of players at any level of League softball exceeds the number necessary to provide one team at that specific level. In addition, evaluations/tryouts will assist in determining talent level, assist in the choice of level of play with the leagues (A, B, C or recreational league), assist with player distribution among teams fielded, and in the worst case scenario -- where roster sizes cannot be managed to accommodate all players wishing to participate -- player cuts.

Section 16.3 Exact procedures for evaluations shall be applied to all participants equally and shall be established by the Director responsible for conducting these tryouts with the following guidelines:

- a) Evaluation procedures shall be established prior to the start of evaluations/tryouts.
- b) Evaluators shall remain neutral and unbiased in their evaluations and apply identical criteria to all participants.
- c) Evaluations/tryouts will be conducted by the St. Anthony High School Softball Coaching staff, or similarly qualified team approved by the Board.
- d) Evaluators shall apply a numeric scoring system designed to rank candidates based on total assigned score. Upon completion of the tryout skills evaluations, all evaluators' scores shall be used to rank all candidates in descending order based on total assigned tryout score, the highest being ranked 1st.
- e) SABSA Coaches shall not participate in the evaluation/tryout process.
- f) Recreational coaches may observe their respective evaluation, making observational notes for drafting purposes, but shall not participate, contribute, nor attempt to influence scoring decisions of the evaluators.
- g) Tryout scores become the property of the St. Anthony Booster Softball Director and shall be kept private and in confidence. Parents may not request their player's tryout performance score.
- h) Evaluations may be held at any level to assess Participant skills.
- i) Tryouts shall be held at any level where the number of Participants exceeds the permitted roster size for one (1) team.
- j) Tryouts may be waived if enrollment at a particular level is less than or equal to the number of players needed to form a team.

Section 16.4 Every effort should be made to place every player on a team. However, SABSA recognizes that in order to provide the best possible playing experience for all players, team roster size cannot be unlimited. Roster sizes for League Fastpitch are complete at twelve (12), and must not exceed thirteen (13) at the 10U, 12U, and 14U levels.

Section 16.5 Fall Fastpitch Softball is offered according to the program established by the Minnesota Metro Fastpitch League (MMFL) or other governing body. MMFL rules generally apply to fall fastpitch softball, including age of players. The SABSA Board will vote whether the SABSA Association will coordinate a fall league each season.

ARTICLE XVII – ADDITIONAL PROVISIONS – non-amendable

Section 17.1 Any portion of this document which violates any provisions of the laws of the State of Minnesota, or of the United States, or any rules, regulations, or by-laws of the Minnesota State High School League or SASB, either now or hereafter will be null and void without force or effect.

Section 17.2 The Board or any Member of the Board of Directors individually or collectively shall not have the authority to create any indebtedness whatsoever, except upon approval of the St. Anthony Sports Boosters Board of Directors.

ARTICLE XVIII– AMENDMENTS

Section 18.1 The power to amend these By-laws is hereby delegated to the Board of Directors. The Board of Directors may adopt new Bylaws at any regular meeting or at any special meeting called for that purpose by a vote of two-thirds (2/3) of the Board of Directors of the Association.

Adopted: April 13, 2011