

By-Laws and Code of Regulation

Article I: Name

Section I: The name of the non-profit organization shall be Willowick Baseball League, Inc.

Section II: The principal place of business shall be in Willowick, Ohio.

Article II: Purpose

Section I: The purpose(s) for which this corporation is formed is to engage in any lawful act, activity or purpose not involving pecuniary gain or profit which natural persons may lawfully associate themselves. The more specific purpose of this corporation is to promote the mental health and physical growth of the children of the City of Willowick and to teach them good sportsmanship, teamwork, and clean healthy competition in all areas of baseball.

Section II: The corporation shall function to assist the Willowick Recreation Board providing funds to operate this corporation, a coaching staff, player participation and operating baseball programs.

Article III: Membership

Section I: Any interested person living in the City of Willowick and subscribing to the purpose of this corporation, shall be eligible for membership.

Section II: Any interested person living outside of the City of Willowick and subscribing to the purpose of this corporation shall be eligible for membership subject to the approval of the officers of the corporation.

Article IV: Trustees

Section I: The initial trustees of the corporation as set forth in the Articles of Incorporation of the Willowick Baseball League, Inc. are:

President

Vice President

Treasurer

Secretary

Coaches Coordinator

City Liaison

The initial trustees shall serve in that capacity until the next annual meeting of the membership on the second Tuesday of September of the following year. Thereafter the trustees shall be elected at each annual meeting of membership. In the event of the absence of any nominee, the nomination may be made so long the party nomination a member has the written permission of the nominee, or the nominee has submitted this same permission to the Secretary in advance of the election meeting.

Section II: The Trustees of the corporation shall be charged with acting in the best interests of the corporation and in conformance with the stated purposes of this corporation as outlined in Article II of this Code of Regulations and By-Laws.

Section III: Any member of this organization who is in good standing, who has supported the purpose of this organization, and has attended a minimum of 4 regularly scheduled meetings within the calendar year immediately preceding the September meeting shall be eligible to be elected as a Trustee of the corporation.

Article V: Officers

Section I: The officers' position of the corporation shall be filled by the Trustees of the corporation immediately after the election of the Trustees by the membership of the corporation. Essentially, the Trustees themselves fill the Board positions of President, Vice President, Treasurer and Secretary. The Trustees, also known as the Board, then appoint the commissioners, the equipment head coach, the chief umpire, the coach's coordinator and the tournament directors. President and Treasure cannot be family members living in the same household.

Section II: The member obtaining the most votes shall be elected to a particular office. Elected positions are President, Vice President, Treasurer and Secretary. Votes shall be counted by the Secretary and verified by the President.

Article VI: Duties of Officers

Section I: The President shall preside at all meetings, have the power to call special meetings, and shall perform such duties as are appropriate to this office. After serious consideration of all aspects involved, the President will render the ultimate decision should the Board be divided on any issue.

Section II: The Vice President shall perform the duties of the President in their absence and automatically assume the Office of President should the current President resign or leave office.

Section III: The Secretary shall record the minutes of all meetings. The Secretary shall keep the minutes and make them accessible at reasonable times and places. The Secretary shall provide a copy of the previous meeting's minutes to all members and read aloud all correspondence pertaining to the corporation at the monthly meeting. The Secretary shall send notifications of the meetings to members.

Section IV: The Treasurer shall receive all monies of the organization and keep an accurate and running account of all receipts and disbursements in a ledger that is provided by the corporation. All expenses shall be paid by check, cash, debit card or other electronic means, with appropriate invoices for record keeping purposes. The Treasurer shall open and maintain a signature account preferably in a bank within the boundaries of the City of Willowick that requires their signature. The Treasurer shall submit a financial report, the checking account ledger, all pertinent receipts, statements and copies of cancelled checks, to the Willowick Recreation Board as required by its policy. At the expiration of their term, the Treasurer shall deliver all funds, the checkbook, ledger and any other associated material to the President of the corporation.

Section V: The Board Members shall appoint Commissioners to overs each division Their responsibilities include, but are not limited to, communication with the coaches in their respective divisions, scheduling of rain makeups, and responding to parent and coach concerns within their divisions.

Section VI: Board members may be recalled by a unanimous vote of the other Board members and with a majority vote of the league members. A Board member's absence at the time of voting counts as a "No" vote.

Article VII: Membership Meetings

Section I: The monthly meetings of the corporation shall be held on the 2nd Tuesday of each month. If the board votes to vacate any meeting it must be posted on the league website.

Section II: Special meetings may be called by the President, or in their absence or incapacity, by the Vice President, or by the majority of the Officers of the corporation.

Section III: The corporation shall maintain a membership log, which shall contain the name, address, phone number, and if available, email address of each member of the Corporation. Only those members who are listed in the membership log, and have attended a total of 3 meetings, are entitled to vote on any matter properly submitted to the members for their vote.

Article VIII: Administration

Section I: The Willowick Baseball League shall consist of Trustees (ie, Officers/Board Members) and members. For purpose of simplification, the elected officials will be referred to as the Board Members in the following sections.

Section II: Board members shall be elected by the members as outlined in Article IV of the Code of Regulations and By-Laws.

Section III: Members of the corporation shall be those who are in good standing and who have attended at least 4 meetings in the calendar year immediately preceding the September meeting.

Section IV: The Board shall be the administrative body of the corporation.

Section V: Any elected office (President, Vice President, Treasurer, Secretary) which is left vacant by resignation or otherwise, shall be filled by a vote of the Board Members as outlined in Article V.

Section VI: All members who desire to be head coaches in the Willowick Baseball League, Inc., shall attend 2 of the 3 meetings between January and March, unless this member is excused from attendance by the majority of the Board Members present at a particular meeting at which the member asks to be excused. If there is a coaching shortage and someone steps in to fill a position at the last minute, they are exempt from this requirement.

Section VII: Appointment of League head coaches are based on the following criteria in descending order:

- i: Current head coach in good standing from the previous year. Their actions should be above reproach at all times.
- ii: Current head coach moving up or down a division.
- iii: A member who was a stated assistant coach from the previous year and is remaining with a team.
- iv: A previous head coach within the last 2 season.
- v: A new member.

Section VIII: Appointment of Tournament Team Head Coaches shall be made by the majority vote of Head Coaches in each particular division. Should the Head Coaches in a particular division be unable to reach a decision, the Board shall decide the tournament team head coach by majority vote.

Section IX: Tournament Team Selection

- i: Tournament team coaches must hold open tryouts. All players within a division are to be given the opportunity to try out for a tournament team and are to be notified by their own team Head Coaches. No child is to be excluded from the opportunity to try out for the tournament team unless their parents make that choice for them. Selections must be impartial and are subject to Board approval.
- ii: Tournament Team fees are to be paid prior to the player getting their uniform and before they step onto the field for the first tournament game.
- iii: A uniform deposit in the form of a check or other electronic means will be collected at the time of uniform distribution and will be refunded if the uniform is returned in good condition. The check or other electronic means will be returned via the Treasurer when the uniform is collected.
- iv: Tournament team Head Coaches will be chosen by the time of the March membership meeting, so that practice may begin in a timely fashion.

v: Once tournament team rosters are set, they cannot be changed without approval from the Board. Rosters are to be submitted to the Treasurer prior to the first tournament.

vi: A player is eligible to be on a tournament team only within the division that the player is currently in.

Section X: All Head Coaches and Coaches are to adhere to the Code of Conduct signed at the time of registering as a member.

Section XI: All Head Coaches and Assistant Coaches must complete a mandatory background check and Heads Up, Concussion Training.

Section XII: Umpires are given the authority to eject any coach whose behavior is deemed inappropriate.

Section XIII: At least one half of the current Board Members shall constitute a quorum for the purpose of transacting any business at any meeting of this corporation.

Section XIV: "Roberts Rules of Order" shall govern in all matters not specifically excepted by this Code of Regulations and By-Laws.

Section XV: Any changes to the Code of Regulations and By-Laws must be submitted to the Secretary at least 10 days before a regularly scheduled meeting and then must be approved by a majority of members present at the regular meeting at which any change or amendment is to be voted upon. Once approved, changes or amendments take place immediately.

Section XVI: Registrations shall take place according to a schedule set forth and determined by the Board.

Section XVII: Late sign-ups will not be guaranteed a position on a team after the final scheduled sign-up. Those players will be placed on a waiting list pending the draft. This also applies to all returning players.

Section XVIII: After the draft, no additional sign-ups will be accepted unless a need is declared by the Board. Once the teams are established, no player shall be moved from one team to another without the majority approval of the Board Members.

Section XIX: The President, or a designee, shall be the Director of the annual draft in the Minor, Major and Pony divisions.-The order of the teams for the purpose of the draft shall be determined as follows:

- i: by a random selection draw, conducted in the presence of each participating Head coach.
- ii: A pre-draft list, which includes each child's name and date of birth, shall be provided to the Head Coaches in a timely fashion prior to the draft.
- iii: The draft sequence will be as follows:
 - a. A Head Coach's child is automatically that team's first pick.
 - b. A Head Coach in a division may select up to 3 assistant coaches. This same opportunity shall be afforded to each Head Coach.
 - c. The child(ren) of the chosen assistants will occupy spots two – four.
 - i. If an assistant is not chosen; those spots remain open as a draft position.
 - d. In the event a child is associated with a specific team sponsorship, they will occupy any spots following the child(ren) of the assistants.
 - e. Returning players start then in the fifth position.
 - i. Returning players are considered those who were with the Coach, in the same division, for the previous season.
 - ii. Coaches who move into the next division, will draft as a new team, with no returning players.

- iii. If a Head Coach moves up an age division and an Assistant remains – if they choose to become Head Coach, they can roster returning players.
 - 1. If more than 1 Assistant Coach, from the same team, moves into a Head Coach position within the same division, neither will receive returning players – all players will be selected in the draft.
- iv. If a Head Coach steps down into an Assistant position, the new Head Coach may choose to roster the previous team. This decision must be made prior to seeing a pre-draft list, once the draft list is published, the decision cannot be changed.
- f. In draft sequence, each team picks until caught up to the team with the most returning players. This may result in teams getting successive draft picks.
- g. If there are siblings in the draft, they must be drafted together. The siblings not specifically drafted with the pick will automatically become that team's last draft pick(s).
- h. If the number of players is not equal for each team, the Head Coaches will decide amongst themselves how the number will be distributed. In the event that they cannot come to an agreement, the President will decide based on the current roster selections and the ages of those players.
- i. Should a returning player wish to be placed back into the draft, their parents must indicate that at the time of registration.

Section XX: TBall, Mini, & Mite division players shall be assigned to rosters as determined by the Board. Players shall be distributed so teams are balanced by age. Requests will be accepted only if they do not upset the balance of the teams.

Section XXI: All uniforms worn by all teams in Willowick Baseball League, Inc., shall be only those designated and approved by the Board Members.

Approved by the Willowick Baseball League, Inc.