

## **KENNEWICK AMERICAN YOUTH BASEBALL**

**League Constitution — 2018 season**

**-- Voted by members 9/10/2017**

**Changes from Prior Year Denoted in Red**

### **Table of Contents**

C1 - IDENTIFICATION

C2 - OBJECTIVE

C3 - AFFILIATION

C4 - SITE OF PRINCIPLE OPERATIONS

C5 - POWERS

C6 - MEMBERSHIP

C7 - KAYB LEAGUES

C8 - ADMINISTRATION

### **C1 IDENTIFICATION**

The identification of this organization shall be the Kennewick American Youth Baseball (KAYB) League. KAYB is and shall be a non-profit organization.

### **C2 OBJECTIVE**

The purpose for which this league is organized is to develop and operate a baseball program in affiliation with Babe Ruth League, Inc., a New Jersey corporation, in conformity with and pursuant to the principles, rules and regulations enunciated by said Babe Ruth League, Inc. In conjunction with such purposes, the objective of this league is that, through the medium of a supervised competitive baseball program, guided and governed by said Babe Ruth League, Inc., this league will seek to implant in the youth of the community ideals of good sportsmanship, honesty, loyalty, courage and reverence, so they may be finer, stronger, and happier youths who will grow to be good, clean, healthy adults.

### C3 AFFILIATION

This league shall be affiliated with Babe Ruth League, Inc., a New Jersey corporation and shall be governed by, and shall comply with the principles, rules, and regulations enunciated and decreed by Babe Ruth League, Inc.

### SITE OF PRINCIPLE OPERATIONS

The principle operations of this league shall be in and about the city of Kennewick, County of Benton, and State of Washington, but may extend into such area as provided by the State, Regional, and National Headquarters rules and regulations.

### C5 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 Babe Ruth League, Inc., a New Jersey corporation, or by the Regional, or State echelons of said Babe Ruth League, Inc., to which this league is subject.

### C6 MEMBERSHIP

#### C6.1 Eligibility

Any person sincerely interested in active participation to affect the objective of this Kennewick American Baseball League may apply to become a member.

#### C6.2 Regular Members

The regular members of KAYB shall consist of the properly registered players, player parents, managers, coaches, umpires, and the Board of Directors. The KAYB members are bound to abide by its Constitution, Bylaws, Rules of Competition, and Coaches Code of Conduct. Excluding the players, the KAYB regular members shall have voting rights at the Annual General Meeting.

#### C6.3 Honorary Members

Any person may be elected as an honorary member by unanimous vote of the Board of Directors present at any duly held meeting. Honorary Members shall have no rights, duties, or obligations in the management or in the property of the KAYB.

## C6.4 Membership Dues

Dues for Regular members shall be fixed at such amounts as the Board of Directors shall determine prior to the beginning of the season. The Board shall make every effort to keep the dues to the lowest possible amount and still ensure adequate funding is provided to run the KAYB organization. Members who fail to pay their fixed dues within thirty days (30) from the time the same become due may by vote of the Board be dropped from the rolls and shall forfeit all rights and privileges of membership.

## C6.5 Suspension or Termination of Membership (Non-Player and Player)

Membership may be terminated by resignation or action of the Board of Directors. The Board of Directors shall have the authority to discipline, suspend, or terminate the membership of a regular member when the conduct of the regular member is considered to be detrimental to the best interests of KAYB or the Cal Ripken Division of Babe Ruth Baseball. The Board has delegated the authority to define and carry out disciplinary action to the Disciplinary Committee.

### C6.5.1 Regular Membership Discipline

For any offense that occurs on the field of play, the umpire in charge of the game shall provide a written report describing the incident to the Umpire in Chief within 24 hours of the incident. The Manager of the affected team shall provide a written report describing the incident to the President within 24 hours. If the President is involved in the misconduct, the report shall be submitted to the Vice President, or the next most senior member of the Board not involved in the incident in the order of President, Vice President, Secretary, Treasurer. The Disciplinary Committee shall meet as soon as possible once both reports have been received, preferably before the affected teams next game.

The Disciplinary Committee shall determine if disciplinary action is warranted and the appropriate action to be taken. The Disciplinary Committee shall then notify the offending party in person or by phone and the KAYB Board of Directors by email within 24 hours of the action taken. The offending party may present testimony in person to the Disciplinary Committee prior to the Committee's decision. The disciplinary action to be taken by the Disciplinary Committee is as follows:

- First Offense: Written Warning and possible one game suspension
- Second Offense: Two game suspension
- Third Offense: League suspension for remainder of the season (regular and post season)
- Immediate Offense: Immediate expulsion from League if deemed by Disciplinary Committee.
- Any offense of vandalism: League suspension for remainder of the season (regular or post season)

Disciplinary action including suspensions shall not carry over into the next season. A regular member/player suspended for the season may be reinstated for that season by special action of the KAYB Board, but only if requested in writing by the offending regular member/player.

## C6.6 Board Members

The Board Members (Board) has the authority and responsibility to conduct all business functions, enforce the Constitution, develop and enforce Rules of Competition, develop and enforce Bylaws, and represent KAYB in all matters.

The Board shall consist of at least 7 and up to 25 voting members. The Board positions shall be elected positions by a simple majority vote of the general membership at the Annual General Meeting. The Board positions of President, Vice President, Secretary, Treasurer and Player Agent League Representative shall be the minimum Board positions required to operate KAYB. All Board positions shall be opened for nominations on an annual basis or when a Board member resigns. In the interest of maintaining the greatest focus on coaching, the President shall not hold the position of Manager of a KAYB League team without special permission by the Board

Other than the Vice President, no other Board member may hold another position on the Board. In the event a Board member holds more than one position, that member is only allowed one vote in Board decisions. Any member of the Board who is absent without (cause) a 48-hour notice of absence to the Board from two consecutive meetings of the Board, or who willingly neglects his/her duties to KAYB, shall be deemed to have forfeited the position. In the event that a vacancy occurs on the Board, the position shall be filled as soon as possible. The vacancy shall be filled with a majority vote of the Board at any duly held regular meeting or special meeting.

The Board members shall be as follows:

- |                                   |                                  |
|-----------------------------------|----------------------------------|
| -- President*                     | -- Rookie League Representative  |
| -- Vice President*                | -- Co-Field Maintenance Director |
| --Secretary*                      | -- Co-Field Maintenance Director |
| -- Treasurer*                     | -- Co-Concession Director        |
| -- Player Agent*                  | -- Co-Concession Director        |
| -- League Representative*         | -- Fund Raising Director         |
| -- Umpire-in-Chief                | -- Sponsorship Director          |
| -- Communications Director        | -- Team (Parents) Representative |
| -- Major-70 League Representative | -- Equipment Manager             |
| -- Major-60 League Representative | -- Uniforms Coordinator          |
| -- Minor League Representative    | -- Scorekeeper                   |
| - --Tournament Coordinator        | -- Labor Coordinator             |

\*Denotes minimum Board Members required to operate KAYB.

The responsibility of these Board Members shall be as specified in the Bylaws.

## C6.7 Committees

The Board shall appoint members to selected committees in accordance with the guidelines and requirements set forth in said constitution. The committees shall advise and carry out the duties of the stated committee or specific duties as delegated by the Board. At any meeting of the committees a majority of the total number of members then in office shall constitute a quorum for the transaction of business. The majority present at any meeting at which there is a quorum shall be the act of the Committee. The Board may appoint additional committee's as determined necessary to operate the KAYB.

### C6.7.1 Disciplinary Committee

The Disciplinary Committee is comprised of the President, Umpire in Chief, League Representative or Player Agent. In the event the alleged misconduct involves a member of the Committee, or the original complaint was submitted by a member of the Committee, the member or members of the Committee shall remove themselves from the decision making process and an alternate member or members shall be selected by the Board of Directors. The Disciplinary Committee shall decide on all matters of disciplinary action against regular members of the KAYB in accordance with section C3.5 of said constitution. In the case of disciplinary action against a player, the Player Agent shall sit as the third member of the committee. In the case of disciplinary action against any other KAYB member (Manager, Coach, Parent, League Official, etc.) then the League Representative shall sit as the third member of the committee. The decision of the Disciplinary Committee shall be final.

### C6.7.2 Manager Selection Committee

The Manager Selection Committee shall be made up of the President, Vice President, League Representative, Player Agent, and the Umpire in Chief.

### C6.7.3 Executive Board

An Executive Board shall be established, made up of the current KAYB President (but having no vote) and no less than three and no more than five past KAYB Board members. Members will serve two one-year terms. No member of this Board shall have a child playing in the year that they are a member of the Executive Board. There is no limit on the number of terms a past KAYB Board member may serve. The Executive Board shall rule on various issues affecting the League as a neutral third party. The Executive Board's decisions shall be final. Any member may bring issues before the Executive Board once such issue has been brought before the Board of Directors. The Bylaws shall reflect rules of operation and define when issues shall be presented to the Executive Board.

### C6.7.4 Coaching Requirements

All coaches must comply with the Babe Ruth League/Ripken Baseball Coaching Certification Program. Files containing application, background check, survey, and letters will be kept on all managers and assistants.

## C7 KAYB LEAGUES

KAYB consists of five leagues structured to fit the wide range of ages and playing abilities of the KAYB members. The Board shall set the number of league teams dependent on the level of participation within KAYB.

### C7.1 Major-70 League

The Major-70 League is the most competitive league and is intended to contain the players with the greatest playing ability. This league is open to players 10, 11, and 12 years old. Players 10 years old must meet the requirements of the Bylaws before they will be able to play in the Major-70 League.

### C7.2 Major-60 League

The Major-60 League is intended to teach the players more advanced baseball skills and strategy while playing at a higher level of competition than the Minor League. This League is open to players 9, 10, 11, and 12 years old. Players 9 years old must meet the requirements of the Bylaws before they will be able to play in the Major-60 League.

### C7.3 Minor League

The Minor League is intended to teach the players the fundamentals of the game while providing a transition from the Rookie League to the Minor League. This league is open to players 7, 8, 9, and 10 years old. Players who are 7 years old must meet the requirements of the Bylaws before they will be able to play in the Minor League.

### C7.4 Rookie League

The Rookie League is intended to continue basic instructional training to young players, while allowing them to develop better batting and base-running skills. The emphasis of this league is learning the game and having fun, not competition. This league is open to players 6, 7, 8, and 9 years old.

## C7.5 T-Ball League

The T-Ball League is the basic instructional league that introduces young players to the game. The emphasis of this league is learning the basics of the game and having fun, not competition. This league is for players 4, 5, & 6 years old.

## C8 ADMINISTRATION

### C8.1 Constitution Amendment

The KAYB Constitution is the rules by which the organization is operated and shall be binding for all KAYB Members. The Constitution shall only be changed by a 2/3rds majority vote of the qualified voters attending the Annual General Meeting. Proposed changes to the Constitution must be proposed in writing to the Board at least 30 days prior to the Annual General Meeting. The Secretary shall update the proposed Constitution changes. The Communications Director shall post the proposed changes to the KAYB membership via the official KAYB website preceding the Annual General Meeting.

### C8.2 Rules of Competition & Coaches Code of Conduct Formation and Modification

The Rules of Competition and Coaches Code of Conduct shall be binding for all KAYB sponsored games. The Rules of Competition are intended to identify for each League the rules to be followed in playing the games. The Coaches Code of Conduct is intended to identify the responsibilities and requirements of KAYB league coaches and managers. The Rules of Competition & Coaches Code of Conduct shall only be changed by a 2/3rds majority vote of the Board at a duly constituted meeting. It is possible but not desirable for the Rules of Competition or Coaches Code of Conduct to be changed after the start of a regular playing season.

### C8.3 Bylaws Formation and Modification

Bylaws shall be binding for all KAYB members. Bylaws are intended to provide implementing instructions on KAYB matters and Board decisions. Bylaws shall only be changed by a 2/3rds majority vote of the Board at a duly constituted meeting.

Bylaws are intended to clarify rather than replace or modify the Constitution. The Board shall not utilize Bylaws to circumvent the Constitution. Bylaws are primarily instruments of the Board. KAYB members may also request a change or addition to the Bylaws at any Board Meeting.

### C8.4 Meetings

All General Board and Annual KAYB meetings shall be open to the public. The conduct of the meetings shall be governed by the current edition of Robert's Rules of Order as a guide, if not otherwise specified by the Bylaws.

#### C8.4.1 General Board Meetings

General meetings shall be held each month. Eighty percent of the following board members: President, Vice President, Secretary, Treasurer, Player Agent and League Representative must be present to conduct business. The President shall set the order of business for the general meetings. The topics to be addressed at the Board meetings shall include but not be limited to review and approval of previous Board meeting minutes, Treasurer's Report, unfinished business, Board Member reports, and new business.

#### C8.4.2 Annual KAYB Meeting

The Annual KAYB Meeting shall be scheduled by the Board and posted in a conspicuous place at least 45 days prior to the meeting date, to be held in September or October. The Annual KAYB Meeting shall be held to elect the KAYB Board Members and to vote on properly submitted changes to the Constitution. Nominations for Board positions shall be accepted at the Annual General Meeting prior to any voting for election of officers. A special Board meeting consisting of the newly elected President, Vice President, Secretary, Treasurer, Player Agent and the incumbent Board Members may be held following the Annual General Meeting to facilitate the transfer of responsibility to the new Board.

#### C8.4.3 Special Board Meetings

Board Meetings may be scheduled by the Board to conduct business of the KAYB. These meetings shall not be open to the public. Business representatives or other designated speakers may be invited to attend by the Board as appropriate to assist in matters of business or policy of the KAYB.

The Board meetings shall be scheduled and conducted according to the Bylaws of KAYB.

#### C8.4.4 Board Meeting via Email

Should it be necessary to conduct business between meetings, and it is not feasible for the President to call a special meeting and such business cannot wait until the next regularly scheduled league meeting, a cyber-vote can be used to conduct such business. The president shall offer the motion, the Vice-President will make the second to the motion and it shall be forwarded to the Secretary for recording and e-mailing to the members of the board who are in good standing with the league for their vote. Members not in good standing will be notified separately before such vote is requested. Normal rules for placing votes shall apply, including a quorum of replies. The members' votes shall be sent to the Secretary for compilation and entry into the league minutes and official record. Cyber-votes will include a timeline for questions/discussion and a deadline to place the vote.



## C8.5 Financial Requirements

The Board shall decide all matters pertaining to the financing of KAYB and it shall place all income in a common league treasury. The funds from the treasury shall be expended such that no team or individual is given an advantage in competition with other team or individuals within the League.

KAYB shall not permit the contribution of funds or property to individual regular season teams. Funds shall be distributed fairly among teams to equalize benefits to KAYB. KAYB does not permit the solicitation of funds in the name of KAYB unless all funds so raised are placed in the KAYB treasury. KAYB does permit teams to raise funds for the use of the team with prior written approval of 2/3rds majority of the Board. These funds shall be used for such things as team parties or tournament related expenses excluding uniforms.

The Board shall not permit the disbursement of KAYB funds other than for conduct of KAYB activities in accordance with the KAYB policies. No member of KAYB shall receive directly or indirectly any salary, compensation, or emolument from KAYB for service rendered as a member or Board Member. **At no time will funds or property belonging to KAYB be stored, even temporarily, outside of KAYB facilities without prior written approval from the President.**

All money received shall be deposited to the credit of KAYB in any accredited financial institution approved by the Board. All disbursements shall have prior approval of the Board. All checks shall be approved by the Treasurer and President shall sign all checks or another Board member designated by the Board in the event the Treasurer is unable to fill this Obligation. The Fiscal year of KAYB begins **October 1** and ends on **September 31** of the calendar year.

The financial books and accounts of KAYB shall be reviewed a minimum of once per year by an accountant and the results presented to the Board. Within 20 days of the end of the fiscal year, a balance sheet shall be issued to the Board Members of KAYB.

Upon dissolution of KAYB and after all outstanding debts and claims have been satisfied, the members shall distribute the property of KAYB to such other organization(s) maintaining an objective similar to that of KAYB.

## C8.6 Boundaries

To be eligible for play in KAYB sponsored Leagues, a player must reside within the boundaries of KAYB as set by the State Commissioner and meet the requirements established in Section 0.01 of the Cal Ripken Division Rule and Regulations.

Once a player legally meets the residency requirement for KAYB and is assigned to a KAYB League team, the player is eligible to compete in regular and post season play for the remainder of the player's Cal Ripken career, regardless of whether the player subsequently moves to an area outside of the KAYB boundary. This shall apply only until the continuity of membership is broken (i.e. the player cannot skip a playing season to play in another league then return to KAYB).