

# **FRANKLIN YOUTH BASEBALL ORGANIZATION BY-LAWS**

## **ARTICLE I - NAME**

This organization shall be known as the Franklin Youth Baseball Organization, hereinafter referred to as the “Organization” or “FYBO”.

## **ARTICLE II - OBJECTIVE**

**Section 1** – FYBO is committed to the establishment of rules, regulations, and guidelines that are designed to provide models for safety within a controlled competitive environment with the primary goal of teaching the game and good sportsmanship ideals to players and members to deliver an enjoyable experience to the participants in the organization. The objectives of the Organization shall be to implant firmly in the boys and girls of the community the ideals of good sportsmanship, team play, honesty, loyalty, courage and respect for authority. The Organization will attempt to provide an environment that will also remain sensitive to the physical and emotional well being of the players. To achieve this objective FYBO will provide a supervised program with rules and regulations as determined by the FYBO Board of Directors. All directors, officers, and members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary to providing an environment that fosters good sportsmanship and solid ideals for the youth involved in the program.

**Section 2** - Notwithstanding any other provisions of these articles, the organization is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501(c)(3) or corresponding provisions of any subsequent tax law.

In any taxable year in which the organization is a private foundation as described in IRC 509(a), the organization shall distribute its income for said period at such time and manner as not to subject it to tax under IRC 4942, and the organization shall not (a) engage in any act of self-dealing as defined in IC 4941(d), (b) retain any excess business holdings as defined in IRC 4943(c), (c) make any investments in such a manner as to subject the organization to tax under IRC 4944, or (d) make any taxable expenditures as defined in IRC 4945(d) or corresponding provisions of any subsequent Federal tax laws.

Upon the liquidation or dissolution of the Organization, after payment of all of the liabilities of the Organization, or due provision therefore, all of the assets of the Organization shall be disposed of pursuant to Massachusetts General Laws, Chapter 180, Section 11A to one or more other organizations with similar purposes and similar tax exemptions.

### **ARTICLE III -GENDER**

Any word used herein in the masculine gender shall also include the feminine gender in all cases where appropriate.

### **ARTICLE IV - MEMBERSHIP**

**Section 1 - Eligibility and Classes** - Any person sincerely interested in active participation to support the objectives of this Organization will be recognized as an active member. Such membership roster shall include the following classes of members

- a) Player Members: Any boy or girl meeting the requirements set forth by the Board of Directors and who resides within the authorized boundaries of the Organization shall be eligible for participation, but shall have no rights, duties or obligations in the management or in the property of the Organization. Player members will have no voting privileges.
- b) Regular {parent-guardian} Members: Any parent or guardian may be considered a regular member upon payment of all registrations fees for the current league season identified as May 1 to April 30 of each year. Regular members must be in compliance with the Code of Conduct Rules and Regulations. Regular parent /guardian members in good standing may vote in a Board of Director election.
- c) Volunteer Member Participants: This includes any active coaches, managers, and assistant coaches. This also includes any person 18 years or older that has volunteered for the organization during the current season including snack stand work, fundraising, administrative and maintenance work. All volunteer members must be in compliance with the code of conduct rules and regulations and are subject to a CORI evaluation to be considered an active member in good standing and thereby eligible to vote in elections.

**Section 2 – Termination** - Membership may be terminated by resignation or by action of the Board of Directors due to just cause. Just cause may be determined as acts or deeds, which are contrary to the welfare of the Organization or its players including but not limited to violations of the Code of Conduct. (Refer to Appendix A) A two-thirds vote is required for termination. To eliminate any vagaries behavior shall be defined as acts or deeds of any player or member that are contrary to the objectives as outlined in Article II, Section 1 and as outlined in FYBO’s Code of Conduct

The Board of Directors, by a majority vote of those present at any duly constituted meeting shall have the authority to discipline or suspend any members of any class when the conduct of such person is considered detrimental to the best interests of the Organization as defined above. The Board of Directors, by a two-thirds vote of those

present at any duly constituted meeting, shall have the authority to terminate any member of any class when the conduct of such person is considered detrimental to the best interests of the Organization as defined above. The member involved shall be informed of the general nature of the charges and given the opportunity to appear at a meeting to answer such charges. The deliberations and subsequent vote of the Board of Directors shall be conducted in a closed session.

## **ARTICLE V - BOARD OF DIRECTORS**

**Section 1. Description.** A Board of Directors elected in accordance with FYBO rules shall govern the Organization. The Board of Directors is authorized to establish policies and procedures for administering the affairs of the Organization in accordance with these by-laws. Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected.

**Section 2. Offices -** The offices of the Board of Directors for the Organization shall include: President, Vice-president, Secretary, Treasurer, Director of Baseball, Director of Umpires, Equipment Manager, Fund Raiser, Snack Stand Manager, Summer Baseball Representative, Pony/Babe Ruth Coordinator, Assistant Babe Ruth Coordinator, Assistant Pony Coordinator and League Coordinators (Two each from the following) Rookie, Bantam, Single A, Double AA, Triple AAA, and Majors. Other positions may be added that are determined by the Board of Directors to efficiently operate the Organization.

**Section 3. The Executive Board:** The Executive Board is comprised of the President, Vice-President, Director of Baseball, Secretary and Treasurer of the Organization.

**Section 4. Nomination and Election:** Board of Directors elections will be held annually in September of each calendar year. Election to the Board of Directors shall be determined by a vote of the general Membership. Any member of the Organization can make nominations to positions on the Board of Directors. (See Nomination and Election policy for further information.) While one can be nominated for more than one (1) position, no one person may hold more than one (1) position concurrently. However, if there are still vacancies on the FYBO Board of Directors thirty (30) days after the annual election, a Board member may submit his/her name for consideration for the position in question and may accordingly be approved by the Board of Directors. A person must have two years of active experience as a Board of Directors member within the last five years to be nominated for an executive Board position {refer to section 3}. If there are no volunteers with current or previous Board experience interested in an Executive Board Position, the available position{s} may then be opened to member participants in accordance with the Nomination and Election Policy.

Post election vacancies that may occur on the Board of Directors due to death, resignation or termination may be filled by a majority vote of the remaining members of the Board of Directors at any Board of Directors meeting.

The members of the Board of Directors shall immediately enter upon performance of their duties and shall continue in the office until their successors have been duly elected.

**Section 5. Resignation:** A member of the Board of Directors may resign by delivering a written resignation to the President or Secretary of the Organization. Such resignation shall be effective upon receipt (unless specified to be effective at a later date by the resigning member) and acceptance thereof shall not be necessary to make it effective unless so stated in the resignation. Should a member resign prior to fulfillment of the term of the position, nominations will be taken to fill that position a minimum of one week after the resignation has been accepted and a vote will take place by the Board of Directors at a meeting to be held a minimum of one week after the nomination has been put in place.

**Section 6. Meetings and Quorums:** Regular meetings of the Board of Directors may be held at any such time as the Board of Directors may determine. The President of the Organization may call special meetings of the Board of Directors. A majority of the total membership of the Board of Directors would constitute a quorum or two-thirds attendance of the Executive Board Members constitutes a quorum for a regular meeting. All regular meetings require at least one Executive board member to be present. In order to ensure a quorum, elected Board members must notify the President or Secretary in advance of the meeting if they will be unable to attend. Excessive absences without notification may require disciplinary action by the Executive Board, which may include termination or resignation from the Board due to non-performance of duties. A quorum for special meetings requires a minimum of the President and either two other members of the Executive Board or four members of the Board of Directors.

**Section 7. Duties and Powers:** The Board of Directors shall have the power to appoint special committees as it shall determine and to delegate such powers to them as the Board of Directors shall deem advisable. Committee meetings are not required to be open to the public and minutes of committee meetings will not be recorded as committees must present all recommendations to the Board for discussion. Committee responsibilities include analysis of information as referred to or deemed proper by the President and the presentation of recommendations to the Board of Directors based on the evaluation of this information. The Board of Directors may adopt such rules and regulations for the conduct of its meetings and the management of the Organization, as it may deem proper. The President will have the authority to set and change the parameters for meeting discussions as needed. Meetings may be open to the public but the public is not allowed to take part in discussions unless recognized. The President may close the meeting to the public at any such time as deems necessary. The Board of Directors shall have the power to discipline, suspend, remove or terminate any director, committee member or member of the Organization in accordance with the provisions set forth in Article IV.

**Section 8. Coaching Evaluations:** The Board of Directors shall be responsible for devising coaching performance evaluations that will be used to review coaches performance, provide feedback and information on coaching skills and development. These may also be used as input in the manager/coach selection process.

**Section 9. Executive Session:** The President or Executive Board may at any time request that the Board Meeting be closed to the public while in session or prior to the beginning of the meeting to discuss sensitive matters in private. This Executive Session option is available as necessary to address certain issues at times during the year. Minutes will be taken and individual's names will be kept confidential.

**Section 10. Voting:** Only the elected Board of Directors can vote on matters at any meeting of the Organization. Regular members in good standing are invited to vote pertaining to the election of the Board of Directors. No voting will be done by proxy, written or any other form.

## **ARTICLE VI - OFFICERS DUTIES AND POWERS**

### **Section 1. Duties and powers of the Organizations officers**

All elected Board members are expected to be available and help whenever the President calls for volunteers whether or not it involves their respective leagues. This includes: registrations, try-outs, opening day, snack stand duty, field maintenance throughout the year, equipment hand out and return, and any other Organization sponsored activity. Any member unable to attend must contact the President or appointed member prior to the scheduled date.

#### **President:**

1. Is the chief executive officer of the Organization (subject to the control of the remaining members of the Board of Directors) and shall have general charge and supervision of the affairs of the Organization.
2. Shall preside at all meetings of the Board of Directors and shall be primarily responsible for executing such policies and procedures that may from time to time be established by the Board of Directors.
3. Shall (with the assistance of the Treasurer) will oversee all appropriate tax filings, prepare and submit an annual budget to the Board of Directors for its approval and be responsible for the proper execution thereof.
4. Shall represent the Organization at any district, national or other baseball/softball programs of which the Organization is associated.
5. Shall assure that all necessary permits are attained to allow the efficient operation of the Organization regarding fields, fund raising, snack stand and opening day parade activities.
6. Shall (with the assistance of the Director of Baseball) examine the application and supporting proof-of-age document of every player candidate and certify to the age and residence eligibility before the player may be accepted for tryouts and/or selection.
7. Along with the Director of Baseball, preside over the tryouts, draft and selection of All-Stars for all the divisions.
8. Shall be responsible for submitting all CORI applications to the appropriate state agency.
9. Shall review all returned CORI results and be responsible for the confidential notification to all applicants of ineligibility.

Vice-President:

1. Shall have and may exercise all of the powers and duties of the President during the absence of the President or in the event of his/her inability to act.
2. Shall be responsible for acting as a liaison between the Organization and the sponsors of the Organization by keeping them informed of league activities. This would include securing sponsors, corresponding with prior sponsors, and allocation of sponsors.
3. Shall be responsible for coordinating with Director of Baseball to ensure that sponsors are matched up with the appropriate teams
4. Shall be responsible for appropriating additional banners for new sponsors or replacing banners of existing sponsors due to loss or damage.
5. Shall have such additional duties and powers as the Board of Directors may from time to time delegate

Treasurer:

1. Shall be the chief financial officer and the chief accounting officer of the Organization.
2. Shall be in charge of the Organization's financial affairs and shall safeguard all funds, securities, and valuable papers.
3. Shall keep full and accurate records thereof.
4. Shall report on the financial affairs at each meeting of the Board of Directors.
5. Shall assist the President in the preparation of an annual budget for submission to the Board of Directors.
6. Shall receive all monies and securities and deposit these funds in a depository approved by the Board of Directors.
7. Shall monitor and administer the monies allocated to the operation of the snack stand, umpires equipment procurement, fund-raising activities, etc.
8. Shall perform other duties and powers as may be delegated by the Board of Directors.

Secretary:

1. Shall be responsible for recording the activities of the Organization and maintaining appropriate files, mailing lists and necessary records.
2. Shall maintain a list of the members of the Board of Directors, committee members, managers and coaches.
3. Will give notice, keep the minutes, maintain records and conduct such correspondence as may be required of all Board of Director and special meetings of the Organization. If the Secretary is absent from any meeting, a temporary secretary will be chosen at the meeting who shall exercise the duties of the Secretary at the meeting.

Director of Baseball:

1. Shall supervise all registrations, tryouts, player selection processes, drafts and All Star selection processes.
2. Shall record all player transactions and maintain an accurate and up to date record thereof.
3. Shall be responsible for checking the qualifications of registrants including residence and age eligibility and shall investigate all complaints with respect to such qualifications.

4. Shall be responsible for the preparation of a master roster of all league/division players.
5. Will work in conjunction with the President and the League Coordinators to define league structure, team composition, tryout formats, draft formats, manager/coaches selection and All Star selection process format.
6. Shall assign and schedule the playing fields of the Organization.
7. Shall devise the schedules for each league with the help of the League Coordinators.
8. Shall oversee the distribution, collection and review of all coaching evaluations with the Division Coordinators and provide feedback to the Board of Directors.
9. Shall oversee the distribution and collection of all CORI applications.
10. Shall be responsible for reporting all Code of Conduct infractions to the Board of Directors.

Equipment Manager:

1. Shall research prices for equipment and uniforms which will be necessary for the operation of the leagues during the upcoming season with special attention given to the quality of the items, the vendor's ability to provide the desired items and the services provided by the vendor
2. Shall provide to the President an itemized list of equipment and uniforms with associated costs for purchase
3. Shall procure equipment and uniforms upon approval by the Board of Directors
4. Shall make necessary arrangements with the Director of Baseball and Coordinators for the distribution and collection of equipment and uniforms
5. Shall maintain an inventory of equipment and uniforms.

Fund Raiser

1. Shall plan, organize, run and distribute all have the designated and Board approved fund raising activities in support of the Organization. This will include, but not be limited to such events as Raffle and associated prizes, Golf Tournament and Dinner Dance and associated raffle.
2. Shall submit to the Board of Directors for approval a list of planned fund raising activities with a schedule.

Snack Stand Manager:

1. Shall be responsible for the operations of the snack stand during the months of baseball operations (April through the end of July)
2. Shall be responsible for the procurement of the necessary goods to sell at the snack stand
3. Shall be responsible for the financial operations of the snack stand including the: checkbook, paying bills, depositing all monies in the concession account.
4. Shall be responsible for the scheduling of members to assist in the manning of the snack stand during hours of operation. These members will be responsible for the opening and stocking of the rest rooms, preparation of food, delivery of food and cleaning of the snack stand.

Director of Umpires:

1. Shall be responsible for the training of umpires for the Single A, Double AA and AAA divisions. These umpires are typically player members from the 13 and Babe Ruth divisions
2. Shall be responsible for scheduling umpires for games in the 13 year old and Babe Ruth divisions.

Division Coordinators:

1. Shall administer the activities of assigned division.
2. Shall work in conjunction with the Director of Baseball to establish division rosters, select managers, determine schedules, conduct tryouts, direct the draft/player selection process and direct the All Star selection process.
3. Shall conduct meetings of the division, establish practice schedules, monitor practices and games, distribute and collect equipment and uniforms, and secure and assign umpires. Coordinators for Single A, Double A, Triple A and Majors are responsible for securing umpires.
4. Coordinators are responsible for the actions of the umpires, managers and coaches that are assigned to their division.

Assistant Coordinators:

1. Shall have and may exercise all of the powers and duties of the Coordinator during the absence of the Coordinator or in the event of Coordinator's inability to act.
2. Shall coordinate the activities of the teams in division during "Picture Day" activities.
3. Shall perform other duties and powers as may be delegated by the league Coordinator.

Representatives of Summer Baseball:

1. Shall represent the Organization at all meetings pertaining to the Hockomock Summer League.
2. Shall appoint a representative to attend meetings pertaining to any other Summer League the Organization participates in.
3. Shall be responsible for the coordination of the collection of all registration fees of the elected All-Stars by the All-Star coaches.
4. Shall be responsible for the coordination of equipping the All-Star teams.
5. Shall appoint members of the Organization to assist in the above mention duties including the coordination of getting umpires, town tournament, other tournaments, etc.

**ARTICLE VII – COACHES, ASSISTANT COACHES AND UMPIRES**

**Section 1. Coaches and Assistant Coaches:** The selection process for coaches and assistant coaches can be found in the division's rules. The Director of Baseball and the division Coordinators will provide a list of managers, which shall be appointed annually by the President with the approval of the Board of Directors. Managers and Coaches:

1. Shall be responsible to teach the fundamentals of baseball and good sportsmanship to their players.
2. Shall distribute playing time (per league rules) and positional play in a fair manner giving due consideration to the skill level of the players involved.

3. Shall attempt to maintain a safe environment for their players to play in.
4. Shall issue and/or collect uniforms and equipment distributed by the Organization as requested by the League Coordinator.
5. Are responsible to comply with the guidelines established by the Organization.
6. Are responsible for the actions of the coaches and players that are assigned to his/her team.
7. Will make themselves available for all meetings called for by the League Coordinator or dictated by the Organization (i.e. First Aide Training).
8. Shall abide by the FYBO Code of Conduct (Refer to Appendix A).

**Section 2. Umpires:** Umpires shall be identified by the Director of Umpires or League Coordinators as applicable. The League Coordinators in the Single A, Double A, Triple A and Major League divisions are responsible for the assignments and for actions on the field of the umpires.

## **ARTICLE VIII - FINANCES AND ACCOUNTING**

The Board of Directors shall decide all matters pertaining to the Finances of the Organization.

**Section 1.** The Board of Directors shall decide all matters pertaining to the finances of the Organization and it shall place all income in a common league treasury.

**Section 2.** The Board of Directors shall not permit the disbursement of Organization funds for purposes other than the conduct of league activities.

**Section 3.** Two signatures will be required (one by the Treasurer and the other by the President) for the disbursement of funds exceeding \$10,000 unless voted by the Board of Directors.

**Section 4.** The treasurer shall approve all operational, administrative and maintenance expenses. Any miscellaneous or capital expenditure above \$2,500 must be approved by the Board of Directors.

**Section 5.** No director, officer or member of the Organization shall receive directly or indirectly any salary, compensation or emolument from the Organization for services rendered as director, officer or member.

**Section 6.** The fiscal year of the Organization shall begin on the first day of January and shall end on the last day of December.

**Section 7.** The accounting books shall be reviewed by two members of the Board of Directors as appointed by the President at the end of each fiscal year and upon request, reviewed by any member of the Executive Board. In addition, the filing of taxes both state and federal shall be accomplished no later than November 15 of the following year.

**Section 8.** Upon dissolution of the Organization and after all outstanding debts and claims have been satisfied, the members shall distribute the property of FYBO to such other organizations maintaining an objective similar to that set forth herein, which are or may be entitled to exemptions under section 501 (c) of the Internal Revenue Code or any future corresponding provision.

### **ARTICLE IX - POLICIES**

The Organization has created policies to outline certain operational procedures as mandated by the Board of Directors. Organizational policy may be created, altered or amended in whole or in part by a majority vote of the Board of Directors, provided notice of a meeting and proposed changes are given in writing ten (10) days prior to the scheduled meeting.

### **ARTICLE X - AMENDMENTS**

The FYBO bylaws are the constitution of rules, regulations, and policies that are designed to serve as a foundation of the Organization. These are in place to maintain structure and consistency in the program and serve as a governing document for succeeding Board of Directors to follow. The bylaws are to be implemented by each succeeding Board of Directors As such; bylaws should not be altered in content or context on an annual basis.

Bylaws should not be revised unless Board determines the need to do so. In order for a bylaw to be reconsidered, four-fifths of the entire Board of Directors must be present at a meeting and two-thirds of those present must approve the need for a revision. Should revisions be necessary, a committee will be established by the Board of Directors. Notice will be given in writing 10 days prior to the scheduled meeting. A two thirds vote of those Board of Director members present at the meeting is necessary to approve changes.

**FRANKLIN YOUTH BASEBALL ORGANIZATION  
BY-LAWS**

**APPENDIX A**

**THE CODE OF CONDUCT**

**COACHES**

Coaches shall remain unconditionally supportive of the Organization's commitment to the ideals of good sportsmanship, team play, honesty, loyalty, courage and respect for authority. Likewise, coaches shall remain sensitive to the physical and emotional well being of the players on his/her team. In order to adhere to these doctrines the coaches agree as follows:

Coaches will be positive role models.

Coaches will display and instill in their players the principals of good sportsmanship and team play.

Coaches will conduct themselves in a manner that best serves the interests of the players.

Coaches will do their best to provide the players a positive experience.

- Coaches will ensure that winning and/or losing teams do so in a manner, which exhibits respect and good sportsmanship.
- Coaches will treat all players, parents, spectators and league officials with respect.
- Coaches will provide instruction in a manner that is constructive and supportive.
- Coaches will not ridicule or demean players, umpires or league officials.
- Coaches will not tolerate behavior that endangers the health or well-being of a child.
- Coaches will comply with the decisions of league officials and observe all rules, policy and procedure as established or endorsed by the FYBO.
- Coaches will teach the game of baseball to the best of their ability.
- Coaches will be drug and alcohol free while at any FYBO athletic event.
- Coaches will not use any tobacco products in the dugout or on the playing field.

Coaches acknowledge the need to demonstrate fundamental proficiencies with respect to the game of baseball and first aid. Consequently, all coaches agree to attend, any skill sessions that may be required by the Board of Directors and moreover, any first aid courses that may be mandated by the Board.

**PARENTS, SPECTATORS, AND VOLUNTEERS**

The Parent and Spectator shall support the players, coaches, umpires and league officials. Parents and Spectators shall not "coach" or "officiate". Parents and Spectators agree as follows:

- Parents and Spectators will be positive role models.
- Parents and Spectators will display and instill in all players, the principals of good sportsmanship and team play.
- Parents and Spectators will conduct themselves in a manner that best serves the interests of the players.
- Parents and Spectators will do their best to provide the players a positive experience.

- Parents will make certain that their children show respect for all other players, coaches, officials and spectators.
- Parents and Spectators agree not to ridicule or demean players, coaches, umpires, or league officials in any public forum.
- Parents agree to inform the coach of any disability or ailment that may affect the safety of their child.
- Parents and Spectators agree to treat all players, coaches and umpires fairly and with respect.
- Parents and Spectators will comply with the decisions of league officials.
- Parents will support the rules, regulations and bylaws as established or endorsed by the FYBO.
- Parents and Spectators will not question an umpire's call.
- Parents and Spectators will respect the opponent and avoid any confrontation with opposing players, spectators, or coaches.
- Parents and Spectators will be drug and alcohol free while at any FYBO athletic event.

## **PLAYERS**

### **Players shall...**

- Display good sportsmanship and team play at all times.
- Follow the direction of the Coaching Staff.
- Respect all, coaches, players, league officials, umpires and spectators.
- Make every attempt to be on time and ready to play for all games and practices.

### **Players shall not...**

- Use abusive or profane language.
- Taunt or humiliate any other player.
- Question an umpire's call.
- Abuse, mistreat or mishandle any FYBO equipment or property (e.g., throwing batting helmets)

## **CONSEQUENCES**

All members of the Organization are subject to consequences which may lead to discipline or possible termination of membership as determined necessary by the FYBO Board of Directors due to failure to comply with the Code of Conduct. All members agree to abide by these rules as part of their registration in the program. It is the responsibility of all members to be familiar with the guidelines set forth in the Code of Conduct.