

**CONSTITUTION
ST.JOHN GIRLS SOFTBALL LEAGUE, INC.**

REVISED MARCH 2005

ARTICLE I

The name of this organization shall be the St.John Girls Softball League, Inc. The town colors of blue and white shall be used to represent the league.

ARTICLE II

The objective of this organization will be to assist girls in developing qualities of sportsmanship, teamwork and fair play on a competitive level. To achieve this objective the Softball League shall bear in mind that the attainment of exceptional athletic skills and the winning of games is secondary; primarily the Softball League is dedicated to establishing (1) teamwork and fair play in an atmosphere of enriched community participation and (2) a program of service to the girls.

ARTICLE III

The Government of this Softball League shall be under the supervision of the Executive Board. The Executive Board shall consist of a President, Vice President, Treasurer, Secretary, Umpire-in Chief, Equipment Manager, and four Commissioners, one for each division. In addition, the Fund Raising Chairperson, Concession Stand Manager, Field Maintenance Manager, Tournament Director and Sponsorship Director shall be offered a position on the executive board.

All Executive Board members, managers, two coaches per team, and all appointed Committee chairman shall be entitled to a vote. In case of absentia, proxy votes will be accepted provided they are in written form and accompanied by a representative of the absent party.

ARTICLE IV

A minimum of two (2) meetings per year shall be held for the transaction of business. One of these meetings shall be held prior to the season for organization, and one at the end of the season for closing of the books and election of officers.

For the transaction of business at any Executive Board meeting, there must be a quorum, which will consist of a majority. Majority rule shall govern.

For the transaction of business at any League meeting, there must be a quorum of 1/3 of the eligible voter, however, a quorum shall not be needed provided all eligible voters have been notified in advance of said meeting. Majority rule shall govern.

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Regular meetings of the League shall be held each month between February and July with all voting members being notified.

The constitution may be amended, repealed or altered in whole or in part by a majority vote of the Executive Board provided notice of the proposed amendments are included in the notice of such meeting.

ARTICLE V

All Managers, coaches and umpires shall be approved annually by the Executive Board.

The Executive Board shall have the power by a 2/3 vote of those present at any regular meeting or special meeting to discipline, suspend, or remove a manager, coach, umpire, or officer of the Softball League.

ARTICLE VI

Membership is open to any girl who meets age requirements. All T-ball players shall be (5) years of age by May 1st of the current year. All other girls must be (6) years of age by January 1st of the current year.

Members shall perform any reasonable service required in support of the softball league.

Each girl must pay a yearly registration fee as established by the Executive Board. This fee will include insurance, membership in the U.G.S.I., uniform (shirt and hat) and tournament fees.

A special meeting will be called after conclusion of the registration for the purpose of determining rosters for each team. The team draft will be conducted as follows:

- A. Managers and coaches shall have their daughters placed on their team. They will then draw a number to determine the order of pick.
- B. All girls on T-Ball and Instructional teams will remain on the previous year's team unless.
 - 1. The girl is moving into a higher division (Minors, Majors, and Seniors) in which case she becomes part of a blind draw.
 - 2. A special form has been signed by the parent at registration requesting the daughter be removed from the previous years' team in which case she becomes part of a blind draw. Any request for a particular team will be denied.
- C. League representatives will be responsible for modifying rules of the draft to best balance teams.

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ARTICLE VII

The All-Star Managers will be selected by the Executive Board. A special meeting shall be called for the selection of ALL-STARS. All-Star selection should be based on skill, performance, and attitude. Each manager shall submit a list of qualified candidates from his/her team to the league representative. The All-Star team shall consist of no more than (12) twelve girls. Managers shall vote for 12 girls from the compiled list of their respective divisions. The All-Star manager shall have the option to choose a maximum of three girls from their division.

All star uniforms will be in the League's colors. The amount budgeted for All-Star uniforms (shirt and hat) shall not exceed the amount approved by the Executive Board. The League will pay for a maximum of (2) two tournaments per All-Star division.

ARTICLE VIII

NOMINATION COMMITTEE

The president shall appoint a nomination committee consisting of at least three members. This committee shall investigate and consider eligible candidates for officers and submit a slate of those candidates at the meeting in September. Nominations will also be accepted from the floor.

UNIFORM MANAGER

The uniform manager will be responsible for the ordering and distribution of all uniforms.

PHOTOGRAPHY COORDINATOR

The photograph coordinator is responsible for choosing a photographer at reasonable cost, arranging dates, times and locations for team and individual photographs.

ARTICLE IX

The elected and appointed officers of the Softball League shall be responsible for executing the policies established by the Executive Board. They shall be responsible for the conduct of the Softball League in conformity with the Constitution, By-Laws and League Policy. They shall investigate complaints and irregularities, reporting any conditions detrimental to the welfare of the Softball League to the President for the Executive Board action.

The Executive Board is at all times responsible for the actions of the League and shall handle any matter not covered elsewhere in the By-Laws.

ARTICLE X

Should the league be dissolved by the Board of Directors, any assets in the form of cash or equipment will be disposed of in the following manner:

Any and all assets held by the league at time of dissolution will be donated to a Saint John Indiana based not-for-profit whose mission and objectives align most closely with those of the St. John Girls Softball League.

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PRESIDENT

The President shall announce the time and place of meetings, preside at same, appoint committees, enforce the Constitution and By-Laws, and perform other duties related to the office.

The President shall be the Town Representative and shall be empowered to speak at all times for the League.

The President shall appoint an interim office to fill any vacant position on the Board that may occur after the annual election of officers.

VICE PRESIDENT

In the event of absence or disability of the President, the Vice-President shall perform the duties of the President, and when so acting shall have the powers of that office.

The Vice-President shall schedule all practice and league games, including play-off games, as well as all re-scheduled games and the use of the fields.

The Vice-President shall notify the Umpire-in-Chief when umpires are needed.

The Vice President shall be responsible for the conduct of the League divisions.

SECRETARY

The Secretary shall be responsible for recording all activities of the Softball League and meeting minutes.

The Secretary will prepare the draft list after registration for the commissioners of each division.

The Secretary shall keep attendance at all meetings.

The Secretary shall be custodian of all records including League standings.

The Secretary shall be responsible for all sponsorship communications.

The Secretary shall be responsible for notifying all members of scheduled meetings.

TREASURER

The Treasurer shall collect all fees and be responsible for all moneys of the League.

The Treasurer is responsible for filing a yearly tax return for non-profit organizations.

The Treasurer along with the President shall prepare an annual budget for submission to the Executive Board at the first meeting following the election of officers.

The Treasurer shall deposit all moneys and securities in a depository approved by the Executive Board. All disbursements shall be made by check. All checks shall be signed by the League President or Treasurer excluding the concession account.

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DIVISION COMMISSIONERS

The Division Commissioners shall receive a list of applications for player membership in their respective divisions. They shall direct the player draft and ALL-STAR selections of their respective divisions.

The Division Commissioners shall investigate all irregularities and complaints regarding their divisions reporting then to the League Vice-President. If a detrimental condition exists an Executive Board meeting shall be called.

The Division Commissioners shall be co-chairman of the annual softball picnic.

UMPIRE-IN-CHIEF

The Umpire-In-Chief shall select all umpires to be brought to the Board for approval.

The Umpire-In-Chief shall see that all umpires follow the rules and regulations governing the Softball League.

The Umpire-In-Chief shall schedule umpires for all games and be present for all protests.

The Umpire-In-Chief shall determine method of payment for the umpires.

EQUIPMENT MANAGER

The Equipment Manager shall be responsible for an inventory of equipment, making necessary repairs of existing equipment, and submitting equipment needs to the league. He/She will distribute equipment to each team. He/She will purchase all equipment deemed necessary by the League. He/She will be responsible for equipment boxes being complete for game play including first-aid kits, at all times.

CONCESSION STAND MANAGER

The Concession Stand Manager will be responsible for all aspects of the concession stand. Responsibilities will include ordering concessions, assigning workers and overseeing all operations and moneys of the stand. A separate checking account will be used for the concession stand.

FUND RAISING DIRECTOR

The Fund Raising Director shall be responsible for the organization and implementation of two annual fundraisers i.e.; carwashes, bowling, raffles for the softball league.

FIELD MAINTENANCE MANAGER

The Field Maintenance Manager is responsible for maintaining the girls’ softball fields which includes, but is not limited to preparing the fields for opening day and maintaining the fields throughout the softball season.

SPONSORSHIP DIRECTOR

The Sponsorship Director is responsible for sending out the sponsorship letter to our sponsors and obtaining their commitment as sponsors for the new season.

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BY-LAWS

1. Divisional playing ages shall be determined by age reached as of December 31 of the prior year. (excluding T-Ball).

T-BALL.....Age five (5) to six (6). Five by May 1st.
INSTRUCTIONAL.....Age seven (7) to eight (8).
MINORS.....Age nine (9) to ten (10).
MAJORS.....Age eleven (11) to twelve (12).
SENIORS.....Age thirteen (13) to seventeen (17).

2. The St. John Girls’ Softball League will adhere to the fast pitch softball playing rules as written in the N.S.A National Code Book for the current year except where superseded by “local” rules. Variations of the official fast pitch rules may be determined by each division with the approval of the Executive Board.
3. All coaches and players will sign a Code of Conduct.
4. Each team shall have only one manager and two (2) coaches for active participation.
5. Minor Division managers must be eighteen (18) years or older. Minor Division coaches should be at least sixteen (16) years old.
6. Major Division managers must be eighteen (18) years or older.
7. All games should start at the scheduled time. Bases are to be in and line-ups ready five (5) minutes prior to game time. There will be a fifteen-minute grace period extended in the event of unforeseen circumstance. There will be a two (2) hour time limit on games
8. Each team shall be permitted ten (10) minutes warm-up time with the Home team practicing last. Teams not ready when their warm-up time is called shall forfeit such practice.
9. Both teams are responsible for setting up the field before game time and payment of the officials at that game. Each team will clean up their portion of the field and dugout after the game.
10. All line-ups shall be ready and presented to the Plate Umpire and opposing team and Official Scorer (if available), five (5) minutes prior to the scheduled game time. All injured or sick, present players must be reported to the Plate Umpire and opposing Manager before the start of the game.
11. Profane language by members of either team involved, whether directed at players, coaches, managers or spectators is prohibited, no warning will be given.

- The penalty is immediate removal of the offender from the game, and from the grounds if the umpire stipulates.
12. Detrimental conduct of a coach will be warned by the umpire. If conduct occurs again, the umpire will inform the other coach at the end of the game and call the Umpire-In-Chief. A first offense will result in being banned from the next game. A second offense will result in being banned for the remainder of the year.
 13. The use of intoxicating beverages at any practice or game is prohibited. Violation is subject to the disciplinary action as determined by the Executive Board.

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14. Managers, coaches and players are prohibited from smoking, including the use of chewing tobacco on the playing field and bench areas.
15. Managers or coaches that drive on fields will receive a one-game suspension.
16. All players must complete one full turn at bat and cannot sit out two consecutive innings. This includes all play-off and league championship games as well as all regular league games, including "shortened" games (at least 5 innings but not 7 innings) due to the elements. The last half of the fifth inning in a shortened game, and the last half of the seventh inning in a regular game, shall be counted as being played when the home team is winning. Violation shall result in forfeit.
17. League pitchers may only pitch two (2) innings per game. One pitch per inning is considered an inning.
18. A player shall be warned once for throwing her bat; a second offense shall result in an automatic out and the ball shall be called, "dead".
19. Games are to be rescheduled due to weather only.
20. Games will be cancelled at the beginning of the game when temperatures are below 50 degrees.
21. Rainout games shall be reported to the League Vice-President and Umpire-In-Chief and shall be played as soon as possible according to the time set by the Vice-President.
22. All schedule changes shall be reported to the Vice-President.
23. For all divisions, there will be no doubleheaders on regularly scheduled game days.
24. There will be a fifteen (15) minute delay for lightning. The manager or coach will be suspended for their next game if they do not clear the field.
25. Neither team may refuse an umpire provided by the League's Umpire-In-Chief. Or his/her designate.
26. A protest committee shall consist of any three managers appointed by the President. The umpires involved in the game and the Umpire-In-Chief shall be present. A protest must be made immediately to the Plate Umpire before the next pitch, and the opposing manager must be notified of any intent to protest. All protests must be filed within 48 hrs of the game in writing to the league President.
27. There will only be play-off games for 1st place, one game scheduled within on week. There shall be no interference with All-Stars or Tournament games.
28. All league batters and base runners will wear helmets. If in the Umpire's opinion a batter or base runner removes her helmet intentionally, the result will be an automatic out.

29. Executive Board members, managers, coaches, umpires, and players shall remember that they are representatives of the town of St. John and shall conduct themselves in accordance with the Constitution By-Laws.
30. Penalties for any infraction of the Constitution and By-Laws not specifically defined in same shall be determined by members of the Executive Board.
31. The winning team manager must phone the score to the League Secretary after completion of a game.
32. A girl may advance one year early to the next division with approval of commissioner.
33. All girls are eligible for All-Stars in the division in which they play.
34. Any girl who is “drafted up” to her next highest division must play in the outfield and bat last in the lineup.