



Our By-Laws are in the process of being updated.
Please contact the president at president@argsa.org with any questions or concerns.

AMERICAN RIVER GIRLS SOFTBALL ASSOCIATION

(Formerly Orangevale/Fair Oaks Girls Softball)

An Amateur Softball Association Association By-Laws

As Adopted
01/05/2006 Revised
11/17/2009 Revised
1/26/2010 Revised
2/09/2010
1/10/2023 Historical
Record Update

P O Box 1462

Orangevale CA 95662-2063



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ARTICLE 1- NAME AND LOCATION

SECTION 1- This association shall be known as American River Girls Softball Association, and from this point on as ARGSA. (Formerly legally known as Orangevale Girls Softball Association and Fair Oaks Girls Softball Association).

SECTION 2- ARGSA is incorporated pursuant to the provisions of Section 2205 and 2206 of the California Corporations Code and must file annual statements with the Secretary of State pursuant to Section 1502 of the code. ARGSA will abide by all state regulations and tax filings.

SECTION 3- ARGSA is incorporated as a non-profit public benefit corporation and is not organized for the private gain of any person. ARGSA is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of the United States.

SECTION 4- ARGSA shall have as its principal address of business: P.O.BOX 1462, Orangevale, California, 95662-2063.

ARTICLE II- OBJECTIVES

OBJECTIVE 1- To promote and maintain an organized fastpitch softball program for girls in the belief that participation in such activity contributes to total fitness (mind and body), enjoyable use of leisure time, and the development of good sportsmanship. It is the hope that these activities will help the participants to become confident, responsible adults.

OBJECTIVE 2- To be an instructional league that is focused on a recreational level of play rather than a higher competitive level.

OBJECTIVE 3- To favor participation of all players over that of the few who are advanced.

OBJECTIVE 4- To reach these objectives by providing supervised competitive athletic practices and games that will promote knowledge and appreciation of playing fastpitch softball.

ARTICLE III – BOUNDARIES (revised 17 November 2009)

SECTION 1 – The ARGSA boundaries are as follows: San Juan Avenue south from Winding Way to the American River, follow the American River east to Folsom Lake, north to the Placer County line, west to Old Auburn Road, south-west to Sunrise Avenue. South on Sunrise Avenue to Greenback Lane, west to San Juan Avenue, south to Madison Avenue, west to Dewey Drive, south to Winding Way, east to San Juan Avenue.

The area bordered by Madison Avenue on the north, Dewey Drive on the west, Winding Way on the south, and San Juan Avenue on the east is a territory shared by ARGSA with the Carmichael and Sunrise Girls Softball leagues. The area bordered by Old Auburn Road on the north, Sunrise Avenue on the west, Greenback Lane on the south, and Fair Oaks Boulevard on the east is a territory shared by ARGSA with the Sunrise Girls Softball League.

SECTION 2 – Any player living outside these boundaries, but attending school within these boundaries may register to play ARGSA. Any girl who has previously played with Orangevale Girls Softball or Fair Oaks Girls Softball prior to the 2006 calendar year may play regardless of boundaries. The league must obtain a waiver for any player living outside or not attending a school within the defined boundaries. This



waiver will be petitioned from the league in which the player resides, in accordance with NorCal Girls' Fastpitch Softball Rules.

ARTICLE IV- MEMBERSHIP AND VOTING

SECTION 1- The organization shall consist of the parents or guardians of registered players for the current league year of play, the current Executive Board of Directors, and the current General Board of Directors.

This group shall be referred to as the "league" or ARGSA.

SECTION 2- The current year shall be defined as the period of time beginning on August 1st and continuing through the following July 31st. This period shall be known as a "league year".

SECTION 3- A General Meeting of the league shall be held at least one time in each league year. In order for a General Meeting, as scheduled by the Board, or a Special Meeting as requested by the league, to be recognized by ARGSA the following conditions must be met:

A. A general or special meeting of the league requires prior notice of at least one week and shall include the date, time, location, and agenda of the meeting. Notice shall be given to both the members of the league and the members of the Board of Directors.

B. A quorum of at least fifty percent (50%) of the executive board and 1/3 of the general board as defined in Article IV, Section 4 must be present to conduct business or pass motions

C. The meetings shall take place at a reasonable time, date, and location with consideration of the fact that a majority of the league parents and guardians work and require commute time during the work week of Monday through Friday.

SECTION 4- Each family (consisting of the player(s), their parent(s), and/or their guardians) shall have a number of votes equal to the number of players the family has registered in ARGSA.

A. Only those families present at a general or special meeting may vote.

B. Proxies will not be accepted.

C. Registration and payment of fees at any time within the league year gives the family the privilege to vote on all issues brought before the league during that league year.

D. Registration in Spring ball or Winter ball constitutes registration for the entire league year.

ARTICLE V – BOARD OF DIRECTORS

SECTION 1- The Board of Directors shall organize and conduct the business of ARGSA. Unless otherwise defined, the terms "Board" and "Board of Directors" shall be used to include both the Executive Board of Directors and the General Board of Directors.

The Board of Directors will have final approval over:

A. All team selections.

- B. All coach and manager selections.
- C. All registration, fee, contribution, donation, tax credit, and fundraising issues.
- D. All expenditures of ARGSA funds including the obligation of ARGSA to expend funds.
- E. All other matters that may affect the integrity, viability, or public perception of ARGSA.

SECTION 2- The Board of Directors shall have the power and authority to override any decision made by any Board member carrying out their duties as outlined in ARTICLE VI.

SECTION 3- The Board of Directors shall have the power to delegate any of the functions set forth in Article V, Section 1 in whole or in part to any committee or member of the league in order to properly maintain or carryout the objectives of ARGSA.

SECTION 4- The Board of Directors shall have the power to appoint, remove, or suspend league members (Coaches, Managers, Players, Umpires) or volunteers by a majority vote of the Board.

SECTION 5- The qualifications for holding a position on the Board of Directors are as follows:

- A. Must be at least eighteen (18) years of age. This requirement may be waived for general board positions upon a simple majority vote of the active Board.
- B. Must be nominated for the position by a member of the league.
- C. Must be in good standing with the community.
- D. Must disclose to the league anything that might cause a reasonable member of the league or the Orangevale community to object to their placement on the Board, or which might prevent them from successfully carrying out their duties.
- E. Must not have been a former Board member who was removed from their position under Article V, Section 7, or a coach, manager, or player who suspended from the league within the previous two league years or as the board deems appropriate with a simple majority vote.
- F. Managers and coaches can serve as Board members.

SECTION 6- The Board of Directors will be elected by majority vote of those eligible to vote at a General Meeting. The General Meeting to elect a Board of Directors for the upcoming league year will usually be held in June after the completion of the Spring season and during the closing day ceremonies.

- A. The league will be notified of any Board positions that are to be filled at each election. Copies of a list of Board positions will be distributed to the teams in each division who will in turn distribute them to the league through their players. The list of positions will also be posted on the league website as well as listed on the league line. This notification will include a request for nominations to fill those positions, and notice as to which current Board members will seek re-election to their current position.

B. Nominations to fill a Board position will be accepted up until seven (7) calendar days prior to the time of the league's General Meeting where the membership will vote to fill those positions. Such nominations will be printed on a ballot. A nominee who declines to be listed on the ballot will be removed.

C. "Additional Nominations" will also be accepted on the last day prior to the league's General Meeting and on the day of the meeting at any time prior to the opening of the vote. Each ballot will have a clearly labeled section for write-in candidates that includes a place for the name of the position and the name of the write-in nominee. Where a candidate is nominated as an "Additional Nominee" their name will be clearly posted along with the position they are nominated for in the voting area and labeled "Additional Nominee's".

D. Where nominations can be made via email, the league members will be instructed to copy each of the Executive Board members with their email nominations And the Executive Board will be responsible for communicating the nominations to the General Board.

E. The counting of votes shall be by a minimum of two Board members and in a location that is open for all league members to observe. Once counted, both Board members will take a vote slip and note the results of the count on them. The vote will then be verified by two existing board members. Then both of the Board members responsible for the original count will sign both copies of the vote slip, have the verifiers also sign and each will keep their respective copies to be presented to the Board at the next meeting.

F. The minutes of the General Meeting will be noted as to the vote totals and the names of the newly elected Board members.

G. In the event of the cancellation of a closing day ceremony and the inability to schedule a General Meeting prior to the end of the league year, eligible members of the existing board can continue in the existing office. The President is able to appoint members to fill open positions and these appointments are subject to approval by the board. All members of the board that were up for election must be confirmed by a majority of those eligible to vote at the next General Meeting that would normally occur at opening day ceremonies. A vote to confirm an appointed Board member does not alter the dates of the term the position carries as laid out in Article V, Section 8.

SECTION 7- The Board of Directors, or its individual members may be removed from office. Considering that General Board members serve only one league year, and Executive Board members serve two years, for the sake of continuity and to limit disruption to the league, the process of the removal of Board members has intentionally been set to a high level. It is the intent that only the most grievous situations should be the subject of this process. Such situations would have more clearly defined issues and reduce the likelihood of evenly split decisions which could continue to disrupt the league through the remainder of the league year.

A. Removal of the Board or individual Board members by the League.

1. The league may remove the entire Board as a whole, or may remove individual members of the Board.
2. Removal shall be by majority vote of members of the league who are eligible to vote. This means that the number of votes necessary to approve a motion to remove shall be fifty percent plus one (50% +1) of all members of the league who are eligible to vote. This will be 50% +1 of the total of registered players during the league year.

3. Such vote is to be taken at a general or special meeting.
4. Prior to the vote, a roster of registered players will be presented and those voting according to their eligibility based on the roster will be given a ballot(s).

B. Removal of Board Members by the Board of Directors.

1. The Board of Directors shall have the authority to remove a Board member from office.
2. Such removal shall be at a regularly scheduled, or emergency Board meeting.
3. At the meeting, a motion to remove a Board member shall be made and seconded. The motion must be specific and identify issues for why the member is being considered for removal.
4. Both the Board member making the motion and the Board member who is the subject of the motion may present evidence and the Board will consider and discuss the motion.
5. In order to vote on the motion, a motion to end discussion and to vote will be made, seconded, and then approved by the majority of those present.
6. The vote on the motion to remove the Board member will be by ballot with the choices limited to “yes” to approve the motion to remove, “no” to reject the motion to remove, or “abstain”.
7. To pass, the motion must be approved by a two-thirds (2/3) majority of the Entire Board.

C. Transfer of ARGSA materials upon removal from office.

1. In the event a Board member is removed from office under this section, or resigns, that person shall turn over to the Board or its successor all records, documents, checks and cash, equipment, materials, contracts, computer disks, position binder, and any other items belonging to ARGSA, immediately or within twenty-four (24) hours.
2. In the event a Board member is removed from office under this section, or resigns, that person shall not have further access to, if applicable, ARGSA mail, the ARGSA post office box, the ARGSA checking account, nor conduct business on behalf of ARGSA from the moment the vote is announced. The Board member’s access code to the ARGSA website will be immediately changed.

SECTION 8- Board terms are as follows:

A. The Executive Board of Directors serves two (2) league years. The positions of President and Secretary start their terms in league years that begin in an even calendar year. The positions of Vice President and Treasurer start their terms in league years that begin in an odd calendar year.

B. The General Board with the exception of the Player Agent serves one (1) league year. The Player Agent will serve two (2) league years, with the league year beginning in an odd calendar year.

C. Executive Board members are limited to only two (2) consecutive terms in the same position. After serving two terms, that member may serve in another board position in following league years. Upon serving in a different board position, that person may return to serve in an Executive board position in which they have already served, so long as the they have not served 2 consecutive terms in that position.

D. General Board members may be re-elected without limit.

E. Executive Board members may hold only one (1) Board position at a time.

F. General Board members may temporarily hold up to two (2) positions at a time.

G. Board members related by marriage or blood are considered “family”. No family may hold more than one (1) Executive Board position.

H. Though terms run in accordance with the league year, for practical purposes, the actual transfer of league documents and other items between outgoing and incoming Board members will occur at the last Board meeting of the league year. Changes in bank, mail, and web access shall be accomplished by the first day of the new league year.

SECTION 9- Vacancies on the Board

A. Should a vacancy occur for a Board position during the league year, the vacant position will be filled only by a majority vote of the General Board.

B. A vacancy that is filled will be for the remainder of the term of the vacant office. Therefore, filling an Executive Board position during the first year of its term will result in the position being filled for up to two league years: the remainder of the existing year and the following league year.

C. Should the entire Board become vacant, a member of the league may step forward to call a Special Meeting of the league to vote to fill all of the vacant positions, or a sufficient number of them to constitute enough to fill the remaining vacant positions under part A.

SECTION 10- The Executive Board and the General Board shall be composed of the following:

A. The Executive Board of Directors will consist of four (4) members and include: President, Vice- President, Treasurer, and Secretary.

B. The General Board of Directors will consist of twenty (20) members and include: Division Vice-President – 14U, Division Vice-President – 12U, Division Vice-President – 10U, Division Vice-President – 8U, Division Vice-President – T-Ball, Player Agent, Equipment Manager, Facilities Manager, Umpire-in-Chief, Uniform Coordinator, Snack-bar Coordinator, Booster Book Coordinator, Fireworks Coordinator, Fundraising Coordinator, Sponsorship Coordinator, Publicity Coordinator, Special Events Coordinator, League Representative, Director of Coaching Development, Webmaster, and Winterball Commissioner.

C. The creation of new Board positions, or the elimination of existing Board positions will be accomplished by way of amendment to the By-Laws.

SECTION 11- Meetings of the Board shall conform to the following.

A. There will be at least six (6) scheduled Board meetings per league year. The dates and times for these meetings will be decided and calendared at the first meeting of the new Board. If additional meetings are scheduled, or a meeting is re-scheduled from the original calendar, the Board members should be notified at least one week in advance.

B. Emergency Board meetings can be called by the President or the Vice President, or by a majority of the Board. An Emergency Board meeting shall be defined as a meeting called outside of the regularly calendared Board meeting schedule and which shall have an agenda that is limited to items that, were they to wait until a regular meeting was held, would cause ARGSA, members of the League as a whole or individually, or the Board to incur, or have the potential to incur, significant financial liability, harm, or disruption. Emergency Board meetings require twenty-four (24) hours prior notice.

- C. In order to transact any business of ARGSA or make any decisions regarding the league or its members, a quorum of the Board must be present. Where a Board member holds more than one Board position, that member shall only count as one person toward creating the quorum.
- D. At any meeting of Board members where more than three Board members meet to discuss issues regarding the Board, members of the Board, or the league as a whole, other than in carrying out their duties as outlined in ARTICLE VI, minutes of that meeting will be kept and made available to the Board and the league within two (2) days.
- E. Where not otherwise addressed in these By-Laws, meetings will be conducted using the principles of parliamentary procedures as outlined in Sir Roberts Rules of Order.
- F. Board members are required to attend a minimum of seventy-five percent (75%) of the regularly scheduled meetings unless excused by the president. The Secretary will record those Board Members who are in attendance and those who are not in attendance at each meeting. Board members who miss more than 25% of the Board meetings will have their status reviewed by the Board and may be removed or replaced.
- G. No meeting may be held “off the record”.
- H. All meetings of the Board will be open to all members of the league to attend with the exception of those meetings to discuss disciplinary actions which may be closed in whole or part by motion and approval of the Board.

SECTION 12- Votes taken by the Board, the Executive Board, or the General Board will conform to the following.

- A. Each Board member will be entitled to one (1) vote except the President. The President shall vote only in the case of breaking a tie vote.
- B. Board members filling more than one Board position shall have only one (1) vote.
- C. Members must be present at meetings to vote except as outlined in SECTION 13.
- D. No proxy voting is allowed.
- E. A presence of fifty percent (50%) of the existing Executive Board and fifty percent (50%) of the existing General Board shall be required to form a quorum at any Board meeting unless specified elsewhere in these By-Laws for specific actions.
- F. Where reference is made to the “Entire Board” this means all positions listed in these By-Laws. A majority vote means (50% of board members present at the vote +1). This means that a simple majority vote with twenty (20) members present requires at least eleven (11) votes. Any Board member may request a vote by secret ballot on any specific motion before the Board.
- G. All secret ballot votes taken by the Board are subject to a minimum of two Board members counting and verifying the total. Any additional Board member(s) may observe the counting.

SECTION 13- It is recognized that ARGSA consists of volunteers and their time is often limited. Therefore consent for actions of an immediate nature such that they cannot wait for the Board to be assembled at a meeting may be approved by way of polling the Board members.

- A. Only the President may approve of the use of a poll.
- B. Actions considered in this manner require that the Entire Board be polled unless the action considered requires only the Executive Board approval.
- C. The names of those polled and their votes must be recorded.
- D. The President or their designee will conduct the poll.
- E. The actions taken as a result of the poll will be reconfirmed at the next Board meeting and entered into the minutes along with the record of who was polled and their vote.

SECTION 14- Each Board member is encouraged to remain available to the Board after the expiration of their term to provide advice to their successor and the Board. Such former Board members shall be allowed to attend any meetings where requested by their successor in order to advise on issues related to their former position or the league. Former Board members acting in this advisory capacity do not have Board voting rights.

ARTICLE VI – DUTIES OF BOARD MEMBERS

SECTION 1- Each Board member shall carry out their duties in a spirit of cooperation and openness. Their actions shall be consistent with objectives as defined in ARTICLE II and shall be guided by the tenet that what they do must always be for the good of ARGSA, its players, its families, and its volunteers.

SECTION 2- Each Board member has the duty to bring before the Board any issue that they feel is a problem, or has the potential to become a problem with respect to ARGSA and its objectives. Such issues can be brought to the Board for discussion only, or may take the form of a motion to the Board.

SECTION 3- Each Board member will update the Board on the activities, concerns, and progress with respect to the duties of their position at each Board meeting.

SECTION 4- Each Board member will maintain a binder for their position. In that binder the Board member will keep notes on procedures associated with the function of their position. The purpose of this is to make each year easier to organize and help in the transition of the Board from member to member, and year to year.

SECTION 5- **PRESIDENT** The President shall be the Chief Executive officer of ARGSA and shall supervise and control the affairs of ARGSA, its activities, and its members in matters not assigned elsewhere in these By-Laws or reserved for the Board as a whole. The President shall have the authority and duty with regard to the following:

- A. The President shall perform all duties incidental to their office and other such duties as may be required by these By-Laws.

- B. The President shall take such actions as to see that ARGSA maintains its **incorporated** status including taking any action or bringing before the Board any action required to maintain the incorporated status, and assisting in the completion of and signing of any required documentation that is required by the California Secretary of State or other entity annually.
- C. The President shall take such actions as to see that ARGSA maintains its **non-profit** status including taking any action or bringing before the Board any action required to maintain the nonprofit status, and assisting in the completion of and signing of any required documentation that is 10 required by the applicable taxing authorities (federal, state, or local) annually including the filing of taxes.
- D. The President shall take such actions as to see that ARGSA maintains an **insurance policy** fully covering the operation of ARGSA. The President shall bring before the Board any recommendations for changes in coverage or carrier.
- E. The president will obtain bids for league pictures and present them to the Board for approval and selection. The President will then coordinate the taking of the pictures. Such coordination activities may be delegated.
- F. The President will, in consultation with the Board, order and otherwise acquire the league trophies for presenting to the teams at the end of each season.
- G. The President will assist in negotiating the terms of facility usage in cooperation with the Facilities Manager, and will monitor that all fees or work required as part of the terms of facility usage are paid or performed.
- H. The President will ensure that the Facilities Manager has secured the proper “Work Permits” prior to any work being done on the fields or facilities.
- I. The President will ensure that the Facilities Manager has secured toilets for the upcoming league year.
- J. The President will be a signer on the ARGSA checking account.
- K. The President may make bank deposits when the Treasurer is not available.
- L. The President will initial all bills or demands for payment before a check is written or payment by the Treasurer is made.
- M. The President will have access to and pick up mail from the ARGSA post office box.
- N. The President will monitor situations regarding player injury and/or insurance claims filed against ARGSA.
- O. The President will sign letters granting tax credits, and sign contracts, as approved under ARTICLE IV.
- P. The President shall maintain and have copies of all keys to all locks utilized by the league.
- Q. The President shall have the power to call Board meetings.

- R. The President will attend any meeting called by the Board under ARTICLE IV, SECTION 11.B. and will respond to the best of their ability to any questions posed to him/her by the Board at that meeting.
- S. The President shall have the power to recommend to the Board the establishment of committees. If left by the Board to the President, the President shall have the authority to fill those committees.
- T. The President shall cast votes on issues before the Executive Board or the Board only to break a tie.
- U. The President shall have emergency authority to make decisions regarding the well being and safety of ARGSA. An emergency situation exists when, because of the time it would take to convene or poll the Board to decide the issue, significant harm or liability would come to ARGSA or an individual league member should a decision not be made at that moment. Decisions made under this section are subject to review by the Board and it is within the power of the Board to overturn such decisions as outlined in ARTICLE IV, SECTION 2.
- V. The President shall work in partnership with the Publicity Coordinator and direct and delegate communication and publicity activities for all league communication to the public and the media and will actively promote ARGSA and its functions.
- W. The President will have full access to the league web site and an email account.
- X. The President will, in consultation with the Board, represent ARGSA regarding any legal actions.
- Y. The President will be the second level of dispute resolution regarding team disputes of issues other than rule appeals where the Division Vice President is unable to satisfactorily resolve a problem. Where the President resolves a matter, they will make notes of the situation and the resolution and bring it before the Board at the next regularly scheduled Board meeting. This is to allow for consistency in decision- making and open discussion of problems occurring within the league.
- Z. The President will be the third level of dispute resolution regarding player versus coach/manager disputes where both the Player Agent and then the Division Vice President were unable to resolve the problem. Where the President resolves a matter, they will make notes of the situation and the resolution and bring it before the Board at the next regularly scheduled Board meeting. This is to allow for consistency in decision-making and open discussion of problems occurring within the league.
- AA. The President will maintain the file of Official Score Cards and keep the record of division standings. They will advise the Secretary of the standings each Sunday Morning.
- BB. The President shall fill in for the League Representative when necessary.
- CC. The President will work with and monitor the Winterball Coordinator.
- DD. The President will actively recruit, promote, and groom league members, Coaches, Managers, and General Board members for eventual nomination to Board positions in order to ensure continuity in league philosophy and procedures.

EE. When the President leaves office due to the end of their term, they will immediately meet with their successor to arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, funds, checks, equipment, contracts, and the President position binder within a reasonable time.

SECTION 6- VICE PRESIDENT The Vice President shall have the following authority and duties:

A. The Vice President will assist the President as necessary but may not be delegated the responsibility for any authority or duty specifically given solely to the President.

B. In the absence of the President, the Vice President will administer those duties required of the President. Decisions made by the Vice President in this situation may be reviewed and overturned by the President. The Vice President will be a signer on the ARGSA checking account.

C. The Vice President will have access to the ARGSA post office box but may only remove items when acting in the absence of the President or Treasurer unless requested to do so by the either one or the Board.

D. The Vice President will have full access to the league web site and an email account.

E. The Vice President shall have copies of all keys to all locks utilized by the league.

F. The Vice President will be in charge of the scheduling of practices and games.

G. The Vice President will interpret the league rule modifications when the Chief Umpire is not available.

H. The Vice President shall create and submit for Board approval an annual survey of the league. Such survey shall be distributed at the same time as the nomination forms are distributed and the results tallied after closing day ceremonies. The survey will request league opinions of: Communication within the league; Coaching; Umpiring; Members overall satisfaction; Facilities; Scheduling; Game numbers and frequency; any other items the Board requires. The Vice President shall then present the findings of that survey at the last Board meeting of the league year.

I. The Vice President may call a Board meeting when in their opinion, the President is failing to act upon any matter and such failure has the potential to cause ARGSA, members of the League as a whole or individually, or the Board to incur, or have the potential to incur, significant financial liability, harm, or disruption.

J. The Vice President will attend any meeting called by the Board under ARTICLE IV Section 11.B. and will respond to the best of their ability to any questions posed to him/her by the Board at that meeting.

K. The Vice President will have all other authority granted the position elsewhere in these By- Laws.

L. The Vice President will actively recruit, promote, and groom league members, Coaches, Managers, and General Board members for eventual nomination to Board positions in order to ensure continuity in league philosophy and procedures.

M. When the Vice President leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but

not limited to materials, records, computer disks, funds, checks, equipment, contracts, and the Vice President position binder within a reasonable time.

SECTION 7- TREASURER The Treasurer shall have the following authority and duties:

- A. The Treasurer shall perform all duties incidental to their office and other such duties as may be required by these By-Laws.
- B. The Treasurer will prepare all documents necessary for maintaining the incorporated status of ARGSA and will present them annually for review by the Board and signature of the President.
- C. The Treasurer will prepare all documents necessary for maintaining the non-profit status of ARGSA and will present them annually for review by the Board and signature of the President.
- D. The Treasurer will maintain copies of the league's insurance policy and claim forms.
- E. The Treasurer will maintain copies of all injury incident reports and any filings for insurance benefit claims against ARGSA.
- F. The Treasurer will prepare, or see to the preparation of, all tax filings and will present them annually for review by the Board and signature by the President.
- G. The Treasurer will be a signor on the ARGSA checking account and will maintain custody of the checkbook.
- H. The Treasurer will be in charge of all funds received by ARGSA and will maintain a proper accounting of such funds.
- I. The Treasurer will make bank deposits.
- J. The Treasurer will have access to and may pick up items from the ARGSA post office box.
- K. The Treasurer will see that bills or demands for payment are initialed by the President and will then prepare checks for payment of ARGSA obligations as directed by the Board or elsewhere in these By- Laws.
- L. The Treasurer will ensure that any check written for a service that represents a change in service level or service provider for regular services, or for any purchase that is a one time purchase, has been approved in accordance with these By-Laws before writing the check or making payment.
- M. The Treasurer will maintain all receipts for all expenditures of ARGSA funds.
- N. The Treasurer will maintain all contracts or documents obligating the expenditure of ARGSA funds.
- O. The Treasurer will create and maintain copies of all letters granting tax credits.
- P. The Treasurer will advise the Board of all returned checks that remain unpaid at each Board meeting.
- Q. The Treasurer will provide a current (within 7 days) financial statement at each regularly scheduled Board meeting and at the end of the league year when the previous Board hands control of the league over

to the new Board. The statement will include the current balance of ARGSA funds, expenditures of funds since the last meeting and league year to date, receipt of funds since the last meeting and league year to date, expenditures of funds within each budget category league year to date, and will attach a copy of the most recent bank statement.

R. The Treasurer will submit a proposed budget for the new league year for consideration and approval of the Board at the first Board meeting of the year.

S. The Treasurer will maintain a copy of the list of ARGSA assets as determined annually by the Facilities Manager and the Equipment Manager.

T.

U. The Treasurer will maintain records, filings, financial statements, and all other documentation in their possession related to the function of the Treasurer or as outlined in this section for a period of seven (7) years from the last day of the league year. The Treasurer will have access to the league web site and an email account

V. The Treasurer will have a copy of all keys to all locks utilized by the league.

W. The Treasurer will attend any meeting scheduled by the Board under ARTICLE IV, SECTION 11.B. and will respond to the best of their ability to any questions posed to him/her by the Board at that meeting.

X. The Treasurer will actively recruit, promote, and groom league members, Coaches, Managers, and General Board members for eventual nomination to Board positions in order to ensure continuity in league philosophy and procedures.

Y. When the Treasurer leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, funds, checks, equipment, contracts, and Treasurer position binder within a reasonable time.

SECTION 8- SECRETARY The Secretary shall have the following authority and duties:

A. The Secretary shall keep a written record of all Board meetings and General or Special meetings.

B. The Secretary shall distribute to each Board member in attendance at the beginning of each Board meeting a copy of the minutes of the prior meeting for approval.

C. The Secretary shall maintain a binder labeled "ARGSA Minutes" and in it place a copy of all minutes for a period of seven (7) years. The Secretary shall bring the binder to each Board meeting. In addition a copy on computer disk will also be maintained.

D. The Secretary will have access to the league web site and an email account.

E. The Secretary will ensure annually that the website registration and hosting fees are paid and advise the Treasurer of any payment due for their maintenance. The Secretary will maintain any phone system in use by the league including maintaining passwords and regularly monitoring the system for accessibility. The Secretary, in consultation with the Executive Board, will prepare the notice of Board elections and the

Board position nomination form. The Secretary will then see that it is distributed to each team at least seven (7) days prior to the deadline established for submitting nominations for inclusion on the ballot per ARTICLE IV, SECTION 6.

F. The Secretary, in consultation with the Vice President, will see that the league survey is copied and distributed at the same time as the nomination form is distributed.

G. The Secretary will actively recruit, promote, and groom league members, Coaches, Managers, and General Board members for eventual nomination to Board positions in order to ensure continuity in league philosophy and procedures.

H. When the Secretary leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, the ARGSA Minutes binder, and the ARGSA Secretary Position binder within a reasonable time.

SECTION 9- DIVISION VICE PRESIDENT The Division Vice President shall have the following authority and duties:

A. The Division Vice President will act as the liaison between the Board and the league members within the Division they are responsible for. They will actively promote the OBJECTIVES of ARGSA.

B. The Division Vice President will assist in the player draft.

C. The Division Vice President will see that they know all ARGSA rule modifications as specifically applicable to their division, and ensure that the managers and coaches are familiar with the rule modifications specific to their division.

D. The Division Vice President will interpret the ARGSA league rule modifications specific to their division when the Chief Umpire, President, or Vice President is not available.

E. The Division Vice President will ensure that the managers and coaches are familiar with the requirement to report the injuries of players sustained during ARGSA functions to the Division Vice President and the requirement that the manager or coach complete an incident report of the injury. The Division Vice President will then report any injuries to the President and then at the next regularly scheduled Board meeting, to the Board.

F. The Division Vice President will ensure that the managers and coaches report any disciplinary actions they take against players on their team including the reason for the action and the action taken.

G. The Division Vice President will report on the status of their division at each regularly scheduled Board meeting. This will include information regarding the competition within the division, the problems of any team or players, concerns regarding equipment or fields, and any disciplinary actions taken.

H. The Division Vice President will make recommendations to the Board concerning rule modifications for their division.

I. The Division Vice President will attend at least one half of a game per week within their Division and ensure that by the end of the season they have attended games for each team within their division with the purpose of observing the game; observing the actions of the coaches, managers, umpires, and other persons in attendance; and consulting with the coaches and managers with regards to their teams needs or concerns. They will report to the Board any problems, requests, or items they encounter or observe so that the Board can take appropriate action.

J. The Division Vice President will be in charge of the All Star nomination process utilizing the method for All Star team formation selected in accordance with the Bylaws

K. The Division Vice President will be the first level of dispute resolution regarding teams or other matters where Board intervention is not necessary. Should the Division Vice President not be able to resolve an issue satisfactorily, they will refer the matter to the President. Where the Division Vice President resolves a matter, they will make notes of the situation and the resolution and bring it before the Board at the next regularly scheduled Board meeting. This is to allow for consistency in decision-making and open discussion of problems occurring within the league.

L. The Division Vice President will be the second level of dispute resolution regarding individual players. Should the Division Vice President not be able to resolve an issue regarding an individual player, they will refer the matter to the President. Where the Division Vice President resolves a matter, they will make notes of the situation and the resolution and bring it before the Board at the next regularly scheduled Board meeting. This is to allow for consistency in decision-making and open discussion of problems occurring within the league.

M. The Division Vice President shall maintain a copy of the registration forms for each player within their division, and a copy of the current insurance policy.

N. The Division Vice President shall maintain copies of keys necessary to facilitate access to bases, chalk and chalking machines, pitching machines, water, and toilets.

O. The Division Vice President will have a league web site email account.

P. Division Vice Presidents will actively promote the league and assess the potential for coaches, managers, and parents to become positive additions to the Board. They will make their observations regarding potential Board members known to Executive Board members for follow-up.

Q. Where the league utilizes a Participation Fee, the Vice President will signoff signifying the extent that each team has fulfilled its responsibility for self umpiring of games per the league schedule. When the Division Vice President leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the ARGSA Division Vice President Position binder within a reasonable time.

R. The Division Vice Presidents, upon receiving late registrations from the Player Agent, will place those players on teams in accordance with the ARGSA Rules.

S. The T-ball Vice President shall equitably determine the T-ball teams with the aid of the player agent.

SECTION 10- PLAYER AGENT The Player Agent shall have the following authority and duties:

- A. The Player Agent will act as the league registrar, coordinating the registration dates and locations as approved by the Board, and taking telephone, internet, or email applications.
- B. The Player Agent will maintain a list of registered players who have not paid their registration fees or who have not met their commitments for payment according to financial arrangements based upon consultation with the Treasurer on an ongoing basis and prior to each board meeting. The Player Agent will notify the board of the names of those players who remain unpaid or who are in violation of payment arrangements at each board meeting. The Player Agent will continue to act as registrar after the completion of the league drafts by taking applications, arranging for payments of the fees and fundraising buy-outs, following up for payment and the completion of registration forms, and forwarding the player late registration information to the President. In taking applications, the Player Agent may not approve of the placement of any player on any specific team, nor grant a request to play-up or play down, nor make any financial arrangements outside of those approved in these By-Laws or by the Board.
- C. The Player Agent shall maintain a copy of the registration forms for each player in the league, an up to date count of the number of registered players by division.
- D. The Player Agent will act as the liaison between the Board and the league members. They will actively promote the OBJECTIVES of ARGSA.
- E. The Player Agent will have a league web site email account.
- F. The Player Agent will aide in the All Star nomination and coach/manager/player selections.
- G. The Player Agent will be the first level of dispute resolution between players and their manager or coaches. Should the Player Agent not be able to resolve an issue regarding an individual player, they will refer the matter to the Divisional Vice President. Where the Player Agent resolves a matter, they will make notes of the situation and the resolution and bring it before the Board at the next regularly scheduled Board meeting. This is to allow for consistency in decision making and open discussion of problems occurring within the league.
- H. The Player Agent will attend at least three (2) innings per week of a league game ensuring that by the end of the season they have attended games for each division and for as many teams as possible. The Player Agent will attend these games for the purpose of observing the game; observing the actions of the coaches, managers, umpires, and other persons in attendance; and consulting with the families, coaches, and managers with regards to any concerns of their players. They will report to the applicable Division Vice President any problems, requests, or items they encounter or observe so that the Division Vice President can address them and bring them to the attention of the Board in connection with their duties.
- I. When the Player Agent leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Player Agent Position binder within a reasonable time.

SECTION 11- EQUIPMENT MANAGER The Equipment Manager shall have the authority and duties as outlined below. The Equipment Manager will:

- A. Be responsible for maintaining all ARGSA equipment. This includes maintaining storage facilities, recommending to the Board changes to storage options, and seeing that the Treasurer has paid any storage or container fees.
- B. Prepare an inventory of equipment at the beginning of each league year and at the end of each spring and Winterball season and provide a signed and dated copy to the Treasurer.
- C. Purge old or unsafe equipment from the inventory. To do this the Equipment Manager will separate the equipment proposed for removal and may only purge that equipment with the review and approval of the President or Vice President. The Board will be advised of any equipment purged.
- D. Immediately following the draft, prepare equipment bags with the equipment necessary for each team specific to the division that team will play in and distribute that equipment.
- E. Prepare a list of equipment needed to complete the needs for each team and then obtain three written bids for the purchase of that equipment and present them to the Board for approval. Upon approval of the Board, the Equipment Manager will the order or purchase the equipment.
- F. See to the maintenance of the pitching machines and generators.
- G. Have a league web site email account.
- H. Assist teams in the repair or replacement of equipment during the league year.
- I. Will be responsible for, including determining the method of, collecting and checking in the equipment from each team at the end of each season.
- J. In seasons where the teams will get a “Participation Fee” refund for the turning in of their equipment, provide a signed and dated receipt to the team Manager for presentation to the Treasurer.
- K. Maintain copies of keys necessary to facilitate access to bases, chalk and chalking machines, pitching machines, water, toilets, and equipment storage facilities.
- L. Where the league utilizes a Participation Fee, the Equipment Manager will signoff signifying the extent that each team has fulfilled its responsibility for care and return of their equipment.
- M. When the Equipment Manager leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Equipment Manager Position binder within a reasonable time.
- N. Distribute all keys and maintain a log of who has each key.

SECTION 12- FACILITIES MANAGER The Facility Manager shall have the authority and duties as outlined below. The Facility Manager will:

- A. See that the League Banner announcing league signups is placed across Greenback Lane. In doing so, they will negotiate for the payment of fees and see that that the banner is in good working order.
- Receipts

for the payment of fees for placing the banner will be verified by the Facility Manager and forwarded in a timely fashion to the Treasurer. The Board will approve of the purchase of a league banner or repairs to it.

B. Work with the President to secure permits for practice and game fields.

C. Prepare an inventory of field locations, field equipment, and field maintenance equipment at the beginning of each league year and provide a signed and dated copy to the Treasurer.

D. Purge old or unsafe field maintenance equipment from the inventory. To do this the Facility Manager will separate the equipment proposed for removal and may only purge that equipment with the review and approval of the President or Vice President. The Board will be advised of any equipment purged.

E. At the beginning of each league year, assess the condition of the fields and prepare a list of items necessary for putting the fields in playing condition. Also prepare a list of desired upgrades to the facilities. The Facility Manager will then obtain three written bids for the purchase of the items needed and separately the items desired for upgrades and will present them to the Board for review and approval. Upon approval of the Board, the Facilities Manager will then order or purchase the approved items. An example of items needed includes the rental of tractors, or the purchase and delivery of dirt, backstop boards, and other material.

F. Secure, with prior notification to the President, "Work Permits" authorizing work to be done on the fields or facilities from the schools, recreation districts, or other controlling organizations.

G. Order the placement of a portable toilet at each school or facility utilized by the league to be in place by draft day and to be picked up immediately at the completion of the Winterball season. In doing so, the Facility Manager will utilize the same service as was used in the previous league year, or they may solicit bids for the service or changes to the service and present them to the Board for approval.

H. Submit a schedule to the Board for Field Maintenance Days for approval and on those days manage the work done including scheduling of equipment and deliveries of purchased items that were approved or authorized by the Board.

I. Notify the President prior to commencing any work on any field or facilities.

J. Conduct a meeting of the coaches and managers, in coordination with the Chief Umpire, prior to the start of season games to discuss field maintenance, responsibility for field care and treatment, and to demonstrate how to prepare (rake, chalk, and put out bases) a field for games.

K. Be responsible for maintaining all ARGSA fields, dugouts and benches, field equipment, and field maintenance equipment on an on-going basis throughout the league year.

L. Order, as necessary, chalk or other material for marking the playing fields.

M. Be familiar with all of the Rules and Modifications that affect the playing field including dimensions for bases and pitching distances, and any safety equipment needed on the field such as dual bases as required by ARGSA rules.

N. Maintain copies of keys necessary to facilitate access to bases, chalk and chalking machines, water, toilets, rakes and drags, dragging machines, and facility gates.

O. Have a league web site email account.

P. When the Facilities Manager leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Facilities Manager Position binder within a reasonable time.

SECTION 13 - UMPIRE-IN-CHIEF The Umpire-in-Chief will be responsible for the following:

A. Scheduling or assigning umpires for all games.

B. Chairing all protest committee meetings.

C. Being available to interpret and where necessary issue written clarifications, effective for the remainder of the league year or until the Board has reviewed them, of ARGSA rule modifications or other rules that directly affect ARGSA.

D. Scheduling, in coordination with the Facilities Manager, a Coaches/Managers meeting to cover ARGSA Rule Modifications and other applicable rules.

E. Acquiring and training new umpires.

F. Ensuring that all umpires conduct themselves in a manner consistent with the objectives of the league and that they present themselves to the league members as impartial, knowledgeable, friendly, and further that they do nothing to bring disrespect to ARGSA or their profession.

G. Confirming that each request for payment to an umpire is for work actually performed.

H. Having a league web site email account.

I. When the Chief Umpire leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Chief Umpire Position binder within a reasonable time.

SECTION 14- UNIFORM COORDINATOR The Uniform Coordinator will be responsible for the following:

A. In coordination with the Board, determine the number of players in the league who will need uniforms.

B. In coordination with the Board, determine what uniforms items the league will supply each season.

C. Make recommendations to the Board for changes in uniforms or logos.

D. Get a minimum of three (3) bids for the uniforms.

- E. Upon approval of the Board, the Uniform Coordinator will order the uniforms and arrange for their delivery.
1. Obtain from each team in the league a player portfolio that lists team colors, player sizes, requested number, and where applicable player shirt name.
 2. The Uniform Coordinator will verify with each team Manager that the portfolio is correct.
- F. Upon receipt of the uniforms, check them for workmanship, correctness, size, completeness, and then assemble them by team and arrange their delivery to each team.
- G. See that the bill for payment of the uniforms as well as any packing slip certifying the completeness and correctness of the order is presented timely to the Treasurer.
- H. Should the league decide on maintaining a permanent uniform for the league or the All Star teams, the Uniform Coordinator will see to the inventory and maintenance of the uniforms.
- I. When the Uniform Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Uniform Coordinator Position binder within a reasonable time.
- J. Facilitate uniforms for late sign-ups.

SECTION 15 – SNACK-BAR COORDINATOR The Snack-bar Coordinator will be responsible for the following:

- A. Organizing, operating, and maintaining the snack-bar.
- B. Inventorying and purchasing food, drinks, ice, and propane as necessary within the budget approved by the Board.
- C. Contacting each team on Sunday of each week to confirm that team's duty for operating the snackbar during the upcoming week. This task may be delegated.
- D. Maintaining a set of keys to the snack-bar and any other container where food or supplies are kept.
- E. Seeing that the snack-bar is opened and closed each game day.
- F. Ensuring that the cash is counted and signed for at the start and close of each game day and that excess cash is removed in accordance with ARTICLE VI, SECTION 8A.
- G. Maintaining a copy of all receipts for all purchases, and a copy of all cash counting and withdrawal cash slips. The originals will be provided to the Treasurer.
- H. Ensuring that inventories, purchases, and cash income are booked separately for the day to day operations of the snack-bar, from those occasions where the snack-bar is utilized for events that are budgeted individually such as Opening Day, Fundraisers, or Closing Day, and that snack-bar activities are accounted for separately from other income or costs associated with those special activities in accordance with ARTICLE VI, Section 8.B.

I. Preparing a year to date accounting which will show at a minimum: year opening snack-bar cash balance, total snack-bar related purchases, total deposits, and current snack-bar cash balance, the net difference, and a statement with regard to the estimated amount and value of inventory. This accounting is to be provided to the Board at each regularly scheduled Board meeting unless otherwise requested by the President or the Board.

J. Where the league utilizes a Participation Fee, the Snack-bar Coordinator will signoff signifying the extent that each team has fulfilled its responsibility for operating the snack-bar.

K. When the Snack-bar Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, funds, inventory, and the Snack-bar Coordinator Position binder within a reasonable time.

SECTION 16– BOOSTER BOOK COORDINATOR The Booster Book Coordinator will be responsible for the following:

A. Reviewing copies of the Team Portfolios and insuring that each team has checked them for spelling and correctness.

B. Notifying the teams of the availability for purchase of additional personal or advertising space to be sold in accordance with the amounts set by the Board.

C. Contacting the President for their message to the league.

D. Contacting the Vice President for the league game schedule.

E. Contacting the Sponsorship Coordinator for the sponsor information.

F. Contacting the Chief Umpire for the inclusion of any comments.

G. Contacting the Snack-bar Coordinator for the inclusion of any comments.

H. Contacting the Field Coordinator for the inclusion of any comments.

I. Contacting the Fireworks Coordinator for the inclusion of any comments.

J. Contacting the Secretary for the number of registered players in the league.

K. Creating the cover and artwork for the booster book.

L. Assembling the Booster Book by division and team and including comments.

M. Obtaining a minimum of three (3) bids for the printing of the booster book and presenting them to the Board for approval.

N. Reviewing the Booster book product for accuracy and completeness upon receipt of them (or of a draft preview copy).

O. Seeing that the booster books are available for distribution at the league's opening day.

P. Reviewing the invoice for the booster books to insure it is as was agreed in the bid prior to presenting it to the Treasurer. The Booster Book Coordinator will also maintain a copy of the invoice. The invoice will be presented to the Treasurer in a timely fashion.

Q. When the Booster Book Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Booster Book Coordinator Position binder within a reasonable time.

SECTION 17- FIREWORKS COORDINATOR The Fireworks Coordinator will be responsible for the following:

A. Seeing that the league is aware of the fireworks booth that is typically operated after the close of the spring season and prior to the start of Winterball. This should include a display add in the Booster Book.

B. Attending all meetings associated with the fireworks booth.

C. Contact with the property owners who will be allowing the league to place the fireworks booth on their property and negotiating in coordination with the league President for the use of that property.

D. Obtaining any permits or inspections necessary for operating the booth.

E. Reserving and ordering of any storage facility or container that will be utilized for storing the fireworks when the booth is not open.

F. Verifying the receipt of the fireworks and matching the inventory to the packing slip or invoice, and then taking delivery of the fireworks.

G. Working out any security procedures for the safe storage and sale of the fireworks and the safety of those working the booth and security of the cash taken in.

H. Working with the President regarding the placing of any advertising or publicity.

I. Obtaining volunteers and scheduling of volunteers to set up, work, and take down the booth.

J. Ensuring that the cash is counted and signed for at the beginning of each day and at the close of each day, and that excess cash is removed for deposit in accordance with ARTICLE VI, Section 8A by the Fireworks Coordinator and the volunteer(s) working the booth at the time.

K. Seeing that the league Fireworks Booth Banner is in good shape and is displayed during operation of the booth and is then taken down each night. The banner should then be carefully stored for use next year.

L. Seeing that the booth is returned in accordance with the agreements in place with the supplier.

M. Seeing that the container is picked up timely and that the league is not charged for any time beyond when the supplier was notified to pick it up.

N. Following up with the Treasurer to see that all expenses of operating the fireworks fundraiser are paid for in a timely manner, including sales taxes.

O. Preparing an accounting of the operation of the fireworks booth for presentation to the Board and the first Board meeting following July 4th or immediately after any other event which fireworks are sold.

P. When the Fireworks Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Fireworks Coordinator Position binder within a reasonable time.

SECTION 18- FUNDRAISING COORDINATOR The Fundraising Coordinator will be responsible for the following:

A. Researching and bringing to the Board options for raising funds for the league. Where options are approved for implementation, the Fundraising Coordinator will manage them in a manner similar to B. and C. below.

B. Where the league continues its candy fundraiser the Fundraising Coordinator will:

1. Work with the suppliers and present to the Board the options for fundraising.
2. Will order the candy and arrange for verification and acceptance of delivery once the Board has approved the fundraising option.
3. Distribute the candy to the teams with the appropriate instructions for handling the candy and money received from its sale.
4. Follow-up with teams to insure the timely return of all candy fundraising money. The Fundraising Coordinator will be the sole source of acceptance of the money from the teams in order to keep track of its collection, and will forward all collected money to the Treasurer.
5. Follow-up on the ability to return to the supplier any unused stock and insure its proper crediting to the league account.
6. Follow-up on the payment by the Treasurer of invoices from the supplier.
7. Arrange for the purchase and awarding of all prizes associated with the fundraiser as approved by the Board.
8. Prepare an itemized statement of expenses and income associated with the candy fundraiser for use by the Treasurer in preparing the accounting log upon completion of the fundraiser.

C. Where the league operates a carnival, the Fundraising Coordinator will:

1. Obtain the budget from the Board for the carnival.
2. Manage and coordinate the fundraising games of the carnival including seeing to the obtaining of the games, team communication and meetings, set-up, takedown, and cash management in accordance with ARTICLE VI, Section 8A.
3. Purchase the prizes and other supplies for the carnival with in the budget approved.
4. Complete an itemized statement of the fundraising expenses associated with the carnival and the income generated by the carnival for use by the Treasurer in preparing the accounting log.

D. When the Fundraising Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Fundraising Coordinator Position binder within a reasonable time.

SECTION 19- SPONSORSHIP COORDINATOR The Sponsorship Coordinator will be responsible for the following:

A. The sponsorship person will be in charge of the sponsor program. They will actively contact former sponsors for sponsorship of current seasons.

B. They will actively solicit business within the ARGSA sphere of influence for new sponsorships. This can be done in person, by mail, or utilizing other methods.

C. They will maintain a record of sponsorship activity including business solicited, follow-ups, and results.

D. They will review the sponsorship program and suggest to the Board changes in the program including creating ways for the league to recognize the sponsors and utilize sponsorship funds received in cases where all teams are already sponsored.

E. They will keep the Treasurer updated on the sponsorship results.

F. They will follow-up with each sponsor at the end of the each season to ensure that the sponsor received their plaque and to express the appreciation of the league for their sponsorship.

G. When the Sponsorship Coordinator leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the Sponsorship Coordinator Position binder within a reasonable time.

SECTION 20- PUBLICITY COORDINATOR The Publicity Coordinator will be responsible for the following:

A. The Publicity Coordinator shall work in coordination with the League President for all communication and publicity activities for the league to the public and the media and will actively promote ARGSA and its functions including, but not limited to the following:

1. notification of league registration dates, league flyers and newsletters
2. league updates to the local media (Orangevale News, etc.), coordinating the league banner, etc.

B. The Publicity Coordinator shall work see to the printing and distribution (to the schools and other places) of flyers announcing each season's registration information as approved by the Board.

SECTION 21- SPECIAL EVENTS COORDINATOR The Special Events Coordinator will be responsible for the following:

A. The Special Events Coordinator shall coordinate special events that the league conducts throughout the year including, but not limited to, the League Dinner and Dance.

B. The Special Events Coordinator shall oversee all committees for the planning of Opening Day and Closing Day ceremonies.

C. The Special Events Coordinator shall acts as the coordinator for the league during the annual Orangevale Pow Wow Days and Fair Oaks Fiesta Days events including, but not limited to , the league coordinator for the parades. The Coordinator shall determine and inform the entire league of the parade route, meeting time and location, the league order in the parade, etc.

SECTION 22- LEAGUE REPRESENTATIVE The League Representative will be responsible for the following:

A. Attending the functions of any organization that ARGSA is a part of or that has input into the way fast- pitch softball is played or governed, or that, by way of membership, ARGSA has a duty to attend. These functions can include meetings of or conventions hosted by the Amateur Softball Association (ASA), NorCal meetings , National Softball Association (NSA) meetings, or other such organizations.

1. The attendance of out of town meetings or conventions requiring overnight accommodations or admission fees will be subject to Board approval. The Board will also approve of the payment of any allowance for costs associated with attendance.

B. While in attendance, the League Representative will conduct business in the best interests of ARGSA and will only support motions, initiatives, or changes where they do not conflict with the By-Laws or Modified Rules of ARGSA. Where there is a question, the League Representative may consult with the President or Vice President before casting a vote on behalf of the league.

1. The league representative may hold a board position in the organization but must act in accordance with the guidelines established in this section while carrying out those duties.

C. Seeing that the Treasurer is aware of any league or organizational fees outstanding and ensuring that they are paid in a timely manner.

D. When the League Representative leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to materials, records, computer disks, equipment, and the League Representative Position binder within a reasonable time.

SECTION 23- DIRECTOR OF COACHING DEVELOPMENT The Director of Coaching Development will be responsible for the following:

A. Attend all meetings of the ARGSA Board of Directors and any special meetings as necessary.

B. Represent the managers and coaches of ARGSA.

C. Design a league-wide training program.

D. Present a training budget to the ARGSA Board of Directors.

E. Gain the support of any funds necessary to implement a league-wide training program.



- F. Order and distribute the ARGSA training program materials to the ARGSA Managers, Coaches, and Players.
- G. Design and coordinate a ARGSA Player mini-clinic as necessary.
- H. Serve as the ARGSA contact person for the parent league (NorCal, etc.) and its Manager/Coaches Program
- I. Be responsible to create awareness, through education and information, of the opportunities to provide a safer environment for all participants of ARGSA.
- J. Coordinate all safety activities for ARGSA.
- K. Develop and implement a League “Safety Plan” for increasing the safety of activities, equipment and facilities through education, compliance and reporting which shall include but not limited to the following:
 - 1. Coordination of scheduling of mandatory Safety Training classes for designated ARGSA Board Members, Managers, and Coaches.
 - 2. Assure player safety training.
 - 3. Assure safe playing conditions.
 - 4. Coordination of the reporting and prevention of injuries.
 - 5. Solicit suggestions for making conditions safer and report the suggestions to the ARGSA Board of Directors.

SECTION 24- LEAGUE WEBMASTER The League Webmaster will be responsible for the following:

- A. The League Webmaster is responsible for managing the league website and updating content in a timely manner.
- B. The League Webmaster shall update the website at a minimum, on a weekly basis between Opening Day and Closing Day ceremonies, and otherwise, on a monthly basis.

SECTION 25- WINTERBALL COMMISSIONER The Winterball Commissioner will assume the organization and supervision of the Winterball season. At any time, any elected Board member can step in and handle any function that is the within the normal duties of their position. However, without such assistance, the Winterball Commissioner will be responsible for the following:

- A. Seeing that the Objectives as outlined in ARTICLE II, and all other sections of these by-laws, are carried out during the Winterball season.
- B. Keeping the Executive and General Board updated on all activities including getting Board approvals where required in these By-Laws.
- C. The organization and supervision of the Winterball season including:
 - 1. Assisting in soliciting for and receiving registrations.
 - 2. Overseeing the establishment of teams including assigning coaching and managing staff and managing the draft or assigning team players according to league rules.

3. Seeing that all registration funds and any fundraising funds are collected and turned into the Treasurer promptly.
4. Obtaining approval as required in these By-Laws with regard to sponsored players.
5. Seeing that the Winterball program is self-funded in accordance with ARTICLE VII, Section 1, part A.1. and Section 9, part E., and is operated within the budget.
6. Attending the governing league or association meetings to assist in establishing the rules and playing schedule under which Winterball will be played if it is to be an inter-league season meaning that ARGSA will be playing teams from other leagues.
7. Seeing that inter-league fees are paid, and that uniforms, balls, chalk, and where applicable trophies are acquired and that invoices for the purchase of those items are presented to the Treasurer and are paid timely.
8. Working with the Chief Umpire to see that umpires are scheduled and appear for their assigned games and that they are paid for their services.
9. Working with the Facilities Manager to see that toilets are available and are maintained.
10. Working with the Facilities Manager to see that the fields to be used are maintained.
11. Working with the Equipment Manager to see that each team is equipped properly and that the equipment is returned at the end of the season.
12. Where a team Participation Fee is collected, the Winterball Commissioner may be delegated by the Board the responsibility of signing off on the certifications of completion usually required by the Snack-bar Coordinator, Equipment Manager, and the Facilities Manager.
13. Assuming the responsibilities of the Division Vice President for each division.
14. When the Winterball Commissioner leaves office due to the end of their term, they will immediately meet with their successor arrange for the transfer of all ARGSA items in their possession or control including but not limited to funds, materials, records, computer disks, equipment, and the Winterball Commissioner Position binder within a reasonable time.

ARTICLE VII- FUNDING

SECTION 1- Operational Funding

A. The Board may not approve a budget that depends on a league year beginning positive cash balance to be used to offset the usual and customary costs or expenses of operating the league. Such expenses as, but not limited to, balls, chalk, league fees, field maintenance, trophies, uniforms, one All-Star team cost per division, toilets, taxes or other filings, stocking of the snack-bar, umpires, and opening and closing day ceremonies shall be considered when establishing the fees for each league year.

1. Winterball is a self-funded activity. The league will not utilize funds it raises during its normal spring registration or fundraising activities performed by players during the spring season to pay for Winterball. Costs associated with Winterball play such as uniforms, umpires, balls, tournaments, clinics, trophies, snack-bar activities, toilets, and chalk must be raised and paid for each season by the players registered for participation in Winterball. Any Winterball funds unspent at the end of the Winterball season will remain in the Winterball account and used as a balance forward for the next Winterball season. Accounting of expenses and funds associated with the Winterball season must adhere to all sections of these by-laws.

B. The Treasurer will submit a proposed budget each league year prior to December. The budget will encompass both the league spring season and the following winter season.

SECTION 2- Registration Fee

A. The Board will establish a registration fee structure each season sufficient to pay for the estimated cost of operating the league.

B. Payment of the registration fee is due prior to the player participating in any team practice and their receipt of their team uniform unless payment arrangements or sponsored player requests as defined in ARTICLE VII, Section 3, have been made and approved by the Board for the player in question.

SECTION 3- Team Sponsorship

A. The Board will establish the team Sponsorship guidelines and fee structure each season. Team Sponsorship may be used to offset the Registration Fees established in ARTICLE 7, Section 2, or may be used in any other manner as approved by the Board.

SECTION 4- Fund Raising

A. The Board may utilize fundraising programs and may require participation of all registered players. In lieu of participation in fundraising, the Board may establish a “Buy-Out” option. A buy-out option will not be available to any sponsored player.

SECTION 5- Sponsored Players

A. ARGSA will set aside places within its league for Sponsored Players. A Sponsored Player is one whose registration fee has either been waived (in full or part) or one whose registration fee has been paid by a League Sponsor.

B. The decision process of whether the league fulfills a sponsored player request is the following:

1. The sponsored player request is brought to the Executive Board members in addition to the Sponsorship Coordinator. The members reviewing the request first try to pay the sponsored players fees through a League sponsor if in the case where the league has more sponsors than teams in a particular league year.
2. If the request cannot be fulfilled through a League Sponsor, the request can be fulfilled by waiving the player’s fees in full or in part, by a simple majority vote of the members reviewing the request (Executive Board + Sponsorship Coordinator).
3. The request (without specifics of player name, etc.) and the resolution of the request will then be recorded in the next Board meeting minutes.

SECTION 7- League Donations

A. Receipt of donations to the league shall be recognized by the board so that the person or organization making the donation can claim this for tax purposes. A letter acknowledging the receipt of the donation will itemize the contribution, and will be prepared by the Treasurer. The letter is to be signed by the President, with a copy of the letter kept by the Treasurer.

SECTION 8- Cash Management

A. The funds of ARGSA may not be intermingled with those of any individual’s personal funds, nor may they be intermingled with those of any other organization.

- B. Anytime cash is utilized such as at the snack-bar, during fundraising activities, Opening Day or Closing Day ceremonies, or at the fireworks booth, cash will be handled accordingly:
1. Cash will be counted in the presence of two persons one of which will be an authorized Board member at the beginning of the event or day whichever is more frequent, and at the end of the day or event whichever is more frequent.
 2. Once the cash is counted, a cash slip will be completed that shows the amount verified, the date and time, and is signed by the persons verifying the cash. One copy of the cash slip will remain in the cash box. A second copy of the cash slip will be retained by the Board member and given to the Treasurer.
 3. Once the balance in the cash box exceeds an amount as established by the Board, a withdrawal will be made for deposit into the league checking account. The withdrawal will be counted and verified by the Board member authorized to make such a withdrawal and another person in charge of the cash box at the time the withdrawal is made. A cash withdrawal slip will be completed, signed, and dated with a copy placed in the cash box and a copy retained by the Board member and given to the Treasurer.
- C. The activities of the Snack-bar will be kept and recorded separate from other activities of the league.
1. Whenever the Snack-bar is utilized in addition to other fund raising activities such as opening day carnivals or tournaments, the activities of the snack-bar (cash income and costs) will be accounted for separately from the other activities.
- D. Purchases for the league require a receipt or an invoice. The Treasurer may not issue a check or other payment without having a Reimbursement Request/Check Issue/Payment form completed that has been signed by the President, or in the President's absence, the Vice President.
1. Only the following specific items may be paid without prior Board consent:
 - a. Monthly or quarterly ongoing storage costs where there is not a change in the level of service or monthly rate.
 - b. Monthly or quarterly ongoing rental fees for such things as portable toilets, storage containers, or league related subscriptions where there is not a change in the level of service or monthly rate.
 - c. Annual fees for field use permits where there is not a change in the level of service or rate.
 - d. Annual League membership fees.
 - e. Annual league insurance fees where there is not a change in the level of coverage or rate.
 - f. The purchase of stock for the snack-bar.
- E. The Treasurer will see that all deposits to the league bank account are posted to the league accounting log in their appropriate categories and that all payments by the league are posted into the league accounting log in their appropriate categories within seven (7) calendar days so as to ensure up to date information on the financial health of the league.
- F. All checks issued by ARGSA shall require the signature of two (2) Board members who are authorized under these By-Laws to sign checks.
- G. Every attempt should be made to ensure that all expenses for the league year are paid within the same league year as they are incurred and that no debt shall carryover into the next league year. Any exceptions to this are to be reported by the Treasurer at the next General Board Meeting.

SECTION 9- Budgeting, Accounting, and Auditing

- A. The annual budget shall include the following items:
1. A league year **opening balance** which is the prior league year ending balance.
 2. Estimates of **gross income** from at least the following sources itemized individually:
 - a. Registration
 - b. Candy Sales or its successor fundraising activity
 - c. Sponsors
 - d. Opening Day Carnival
 - e. Player Clinics
 - f. Snack-bar
 - g. Fireworks sales
 - h. Other fundraising (itemize each type or event separately such as hosting tournaments)
 - i. TOTAL INCOME which is a total of items a. through h.
 3. Estimates of the **gross expenditures** by at least the following activities:
 - a. Administration (cost of supplies associated with running the league such as rental of registration space, office supplies, copying, bank fees, post office box fees, etc)
 - b. League Fees (paid to the umbrella league to which ARGSA belongs such as GEMS or its successor. This does not include fees associated with All-Star tournaments (reported under the All-Star budget line item)
 - c. Insurance
 - d. Taxes
 - e. Uniforms
 - f. Equipment (includes balls, catchers gear, bats, batting tees, pitching machine maintenance, generator maintenance)
 - g. Field Maintenance (includes chalk, line machines, rakes, bases, backstops, irrigation, playing surfaces, league banners)
 - h. Storage Costs
 - i. Photography
 - j. Trophies
 - k. Umpires
 - l. Candy or successor fundraiser cost
 - m. Snack-bar Operations
 1. This includes the cost of all food, drinks and supplies intended only for sale.
 2. Where the snack-bar is utilized to give away food as part of an event such as at the league's traditional Closing Day ceremonies then include the cost of that food and drink in that category.
 - n. Opening Day (costs including carnival costs. If food or drink is to be given away, include those costs here. Otherwise, if food is to be sold, include the food cost in "m." Snack-bar Operations.)
 - o. Closing Day (If food or drink is to be given away, include those costs here. Otherwise, if food is to be sold, include the food cost in Snack-bar Operations. If food from the Snack-bar is to be given away to reduce the end of year inventory, then remove the cost of that food and drink from Snack-bar Operations and move the value of that inventory to this item).
 - p. Clinics (Player, Umpire, or Coach)r. All-Stars (This includes the cost of Uniforms, league fees, and another costs associated with fielding one All-Star team per player division except Tball).
 - s. Other fundraising (itemize each type or event separately such as hosting tournaments)
 - t. TOTAL EXPENSES which is a total of all items a. through s.
 4. A league year **ending balance** which is the league year beginning balance plus income for the league year less expenses for the league year.

- B. The annual budget shall be published in the league Booster Book each league year and posted to the League Web site for all league members to read.
- C. The Treasurer will keep and update an accounting log that lists all budget items in the format laid out in part. It will include the amount budgeted for each item, the total posted to each budget item for the year to date, and a balance remaining for each item comparing the budgeted amounts to the posted amounts.
- D. Copies of the most current accounting log will be considered the league's financial statement. The Treasurer will make copies of the financial statement available at each Board meeting. Additionally, copies will be made available to the Board within forty-eight (48) hours of any request by the Board for copies.
- E. Since Winterball is a self funded activity in accordance with SECTION 1.A.1. it shall be accounted for separately utilizing the same format as outlined in part A. Winterball begins with some opening balance from the previous Winterball season and raises its own funds and pays for its own costs each Winterball season. A beginning accounting log and an ending accounting log will be kept by the Treasurer and the Winterball Coordinator. An accounting of Winterball activities will be presented to the Board at the end of the Winterball season.
- F. An outside independent audit of the league's financial records will be required at any time a majority of the Board votes and passes a motion for such an audit. Such an audit may also include an audit of the league's equipment and other property. The Secretary will obtain three prices (bids) from certified accountants within seventy-two (72) hours of a vote approving an audit for the work and the Board will choose the auditor from those. The audit will begin no later than one (1) week from the time that the vote to audit is passed.
- G. No mail or packages, including but not limited to invoices, billing statements, legal correspondence, payments, checks, league solicitations, association documents, and purchased merchandise may be sent to any address except the principal address of ARGSA, nor may any Board or league member accept receipt of any such items at their home, place of business, or other location. Nor may any Board member use the ARGSA principal address for personal reasons or business.
1. The only exception to this part is that a Board member may accept delivery of items such as fund-raising material (i.e. candy boxes), uniforms, trophies, and equipment at their home address where there is an invoice or packing slip included with the delivery and there is prior Board approval to accept delivery in such a manner. The invoice or packing slip verifying what was delivered to the Board member will be initialed by the member and given to the Treasurer.

ARTICLE VIII – TEAM SELECTIONS

SECTION 1 – Registration

- A. At registration, players will be assigned to T-Ball, 8U, 10U, 12U, 14U or 16U Division according to their age. Birth date cut-off is determined to be January 1st of the current year.
- B. If a player wishes to play in a lower or higher division, parents can petition the Board of Directors for approval, but the player will not be eligible for All-Stars. If the girl played in All-stars the previous season, she may not play in a lower division.

C. Sign up cut off deadline is April 1st of the current year for player applications. Any application received after deadline must be reviewed by the Board and if accepted the player will be placed by the board. The Player Agent must notify the Division Vice-President of any late applications. The Division VP is in turn responsible for bringing the request for late sign-up to the board and communicating the results of the decision to the player family and to the rest of the team managers in the affected division. It is extremely important that each late signup has been evaluated for skill level in order to keep the teams within the division balanced. It is acceptable to wait for additional late sign-ups before placing on teams in order to balance the teams.

SECTION 2 – Tryouts

A. Tryouts for each division are recommended, but not mandatory. This includes situations where tryouts were desired but unable to be held or completed due to rain.

B. Tryouts may be held for all Rookie, Minor, Major, Senior players. T-Ball division teams will be determined by the Division Vice-President and Player Agent.

SECTION 3 – 10U, 12U, 14U and 16U teams will be determined by blind draft according to blind draft protocols. (Article V)

SECTION 4 – Manager and Coach Selection

A. The Board will evaluate all applications for Manager and Coach. It is encouraged that at least one female be a part of each team's coaching staff either being a manager or coach. In the event both manager and coach are male, a female must be designated at either an assistant coach, team chaperone, etc and be present at all team sponsored events (i.e., practices, games, etc.).

ARTICLE IX – TRYOUT PROCEDURE

SECTION 1 – The Vice President of each division and Player Agent will preside over the respective division tryouts upon availability, or volunteers may assist.

SECTION 2 – Tryouts will be conducted and each player will be rated in accordance with her abilities. Each player will be tested in the following areas by selected board members, manager, coaches, and volunteers.

- A. Throwing
- B. Catching the ball
- C. Handling ground balls
- D. Hitting the ball
- E. Pitching and catching assessments will be made
- F. Baserunning

SECTION 3 – The rating method will be the players' age plus their overall ability rating (either A, B, or C rating or a numerical value).

SECTION 4 – All ratings will be finalized by the Board of Directors prior to their use in the draft. A player should not be forced to tryout but every effort should be made to encourage her to do so. In these cases the board must determine a fair rating.

ARTICLE X – DRAFT PROTOCOL

SECTION 1- The President and the Divisional Vice President of each division will preside over each division’s draft. Players will be selected for teams by a “Blind Draft”, with not less than 10 players and not more than 12 players per team (up to 15 players if the manager of a specific team is in agreement). The maximum number of players for the 6U Division is ten (10).

SECTION 2 – **(Revised 2/09/10)** All player ratings will be reviewed by the ARGSA Board of Directors prior to the draft. Pitchers and catchers will be selected in a separate blind draft. Players are not required to attend the draft. No players or children are allowed at the League Draft.

SECTION 3 – Each player's name and rating will be placed in a container with players of like ability and will be drawn one at a time by the manager or a team representative until all players are placed on a team. If there is no representative present from a team the Vice President of the division will do their draft. In the event that tryouts were not held, the Board of Directors will hold a blind draft noting players by Pitcher and Catcher status, All Star status, age and experience, if known. All players should be evaluated with a Skills Evaluation by the league, especially those players without prior experience within the league.

ORDER OF DRAFT (Revised 2/09/10) – 10U and above

1. Pitchers
2. Catchers (12U and above only)
3. Returning All-Stars – players selected for the age bracket’s all-star team the previous season
4. Experienced player – returning year
5. Advancing All-Stars – players selected for the prior age bracket’s all-star team the previous season
6. Experienced player – advancing year
7. No experience – returning year
8. Experienced player - playing up (if any)
9. No experience – advancing year
10. School players (if any)

“Returning year” indicates player whose league age is the last year in the age bracket (e.g., 10 in 10U, 12 in 12U, etc.)

“Advancing year” indicates player whose league ages is the first year in the age bracket (e.g., 9 in 10U, 11 in 12U, etc.)

“Playing up” indicates a player whose league age is the last year in the prior age bracket (e.g., 8 in 10U, 10 in 12U, etc.)

SECTION 4 – Protected Player

A. A “Protected Player” is defined and limited to only the daughter of a member of the team’s coaching staff, one of whom must be an adult female. A maximum three (3) “protected players” will be allowed per team. Sisters will count as one (1) “protected player” and will be allowed to play on the same team unless otherwise requested by their parent(s) or legal guardian. This provision may NOT be used to “load

up” a team with more talented and/or experienced players, at the expense of parity within the division. Equitable distribution of talent and experience within a division will take precedence over the “protection” provision, with the league’s Board having final say over team coaching staff composition (per Article V of these Bylaws) in order to ensure fair competition throughout the season.

B. Protected Players will be retained by passing over a draft selection corresponding to that “protected player’s” rating. If the “protected player” is designated as a catcher or a pitcher, the selection in the appropriate category will be passed over and the “protected player” retained in her place.

SECTION 5 – Car Pool

Players that are connected to carpool requests will be considered for the TBall and 8U Division only. For the other divisions attempts will be made to place players according to carpool requests but such requests will come second to the goal of creating balanced teams. Each situation will be reviewed on an individual basis. If it is determined that a player can be placed fairly on the requested team then the Executive Board of Directors may do so.

SECTION 6 – After every three rounds of the draft, the teams will be evaluated for uniformity. If necessary, changes can be made to the drafted rosters by the ARGSA board members present at the draft.

SECTION 7 –School Players

School softball players will be drafted last no later than April 4th of the current season, in their respective ratings. Upon completion of the school season, they will join their team for the remainder of the league season. If a new “School Player” petitions to participate after the end of the school season, they must follow standards draft procedures and will be rated and placed on a team by the Board of Directors.

SECTION 8 – Trades

Trades during the League Draft need to be approved by the President, Vice-President, and affected Division Vice-President.

ARTICLE XI – SCHEDULING

SECTION 1 – Games, places, dates, and times to practice and play games shall be set up and scheduled as follows:

A. Practices and games will be scheduled by the Vice President and approved by the Board. A single master schedule will allow for the most efficient use of facilities for all divisions.

1. Practice and game scheduling will be done in a matter that most equitably distributes the available dates, times, and locations to all teams within a division.
2. Where inter-league play is required, the Vice President will work with the Division Vice President in scheduling games so as to accommodate, but not give preferential treatment to, the division playing inter-league ball.
3. Winterball scheduling will be done by the Winterball Coordinator.

B. Rescheduled games.

1. Games will be rescheduled and played by mutual agreement of managers concerned, with the approval Vice President of the respective division who may consult with the President of the league prior to making a decision.

2. Sunday play is permitted.
3. Pitching waivers are not permitted at any time and pitched innings will be carried from the set in which the original game was scheduled.
4. If a team requests a reschedule of a game because they would otherwise have to forfeit and that request is within a reasonable period of time prior to the scheduled start of the game, but the managers of both teams can not agree on a reasonable reschedule date, then the game will be forfeited. The forfeiture must be approved by both the Vice President of the division who will evaluate the facts and present them to the League President.

C. The Vice President of each division shall notify managers and umpire coordinator of game cancellations.

D. Every effort must be given to play all postponed or cancelled games by the termination of the playing season.

E. Double headers may be scheduled in Minor or Major division.

F. Forfeit will be declared if a team fails to field a team within fifteen minutes of the game starting time, unless prior arrangements have been agreed to by both managers in coordination with the Division Vice President or the umpire to delay the start of the game.

G. **Umpires are scheduled for all games (except T-Ball).** In the event of a no-show by the umpire of record, the game may be rescheduled or a volunteer umpire may call the game. Volunteer umpires may be anyone that both teams are comfortable with and who is at least 16 years of age. No protest will be accepted in games umpired by a volunteer. Volunteer umpires are just that, volunteer and no money is payable to them. Teams going forward in their games without an official umpire of record do so with the understanding of Section F.

H. No game may be delayed to avoid forfeit by more than 15 minutes on any day where more than one game is to be played on the field being used.

I. No game may be rescheduled for the convenience of a particular player or players if the team would otherwise have enough players to take the field, unless by mutual agreement of both managers. The manager of the team being requested to reschedule is under no obligation to agree to it. Any rescheduling must have approval of the Division Vice President.

1. Once a game has been rescheduled under this section to a new date and/or time, a team that requested and was granted the reschedule because of a lack of particular players may not request a second reschedule of that game.

ARTICLE XII – ALL STAR TEAMS

SECTION 1 – The **objective** of the All Star team is two fold. The first is to select squads consisting of players and managers with the best softball ability in the league. The second is to induce sportsmanship like completion among the players in the league when competing for a position on the All Star team.

A. At least one All Star team will be selected for each division in ARGSA, with the exception of the T- Ball (6U) division.

- B. Each All Star team shall consist of a minimum of one manager, one coach, one assistant coach/business agent, one chaperon and twelve players.
- C. ARGSA will fund one tournament for each division. For any other tournaments, with the board approval the following applies:
1. All tournaments will be decided upon by the Board. All fundraisers shall be approved by the Board.
 2. All money received by team fundraisers goes directly to the ARGSA treasury and in turn will be used against the team debt. Any additional money generated can be used for the team with the Board approval.
 3. In the event a season is deemed not financially viable to finance an All Star team, the All Star teams will still be drawn and will only proceed with the understanding that either a fundraiser or registration would be needed to finance their activities.

SECTION 2- The following rules shall apply to the **selection** and **formation** of All Star teams for each of the divisions in ARGSA.

- A. ARGSA include a coaching staff to appropriately represent the league in the All Stars.
- B. Attendance at all mandatory coaches events (clinics, workshops, etc.) is required for selection as All- Star Head Coach and Manager.
- C. Selection of the All-Star coaching staff will ultimately be an ARGSA board decision, but is intended to be a collaborative process with the managers in each division. The Division Vice President will conduct a vote for the division All-Star manager by asking each team in the division to vote for their choice of the All-Star **Manager**. Each team manager in the Division under consideration will get one vote and are not allowed to vote for themselves. The top vote-getter in each division will then be recommended to represent ARGSA in that division All-Star tournament. The board will review this recommendation and ensure that the recommended manger has attended all mandatory coaches events (clinics, workshops, etc.) and determine whether to accept the recommendation by a simple majority vote. If the recommendation is not approved, the board can select the Manager by a simple majority vote. This vote will need to a separate motion then the motion to accept the recommendation for manager. The selected Manger is free to select the rest of the coaching staff - provided that the Head Coach selected has also attended all mandatory coaches events.
- D. Managers or coaches can accept the All Star team one without the other. The remaining staff positions should be filled from within the division and each team's staff should be considered.
- E. Each season the Board will decide which of two methods will be utilized for the selection of the All Star teams. Either of the two methods may be used exclusively for the entire league or the board may elect to utilize one method for one or more divisions and the other method for the remaining divisions.

1. Team Nominations and Division Voting

- a. Each team (manager and/or coach) in the division selects their team's five (5) best players to be placed on an All Star Nomination Roster. The selection should be based on girls' superior skills only. Players not possessing these skills should not be nominated. The Board reserves the right to select any player for referral to be placed on the All Star Nomination Roster. All Star nominations are by recommendation of the Board, the Division Vice President for the All-Star under consideration, and team managers and coaches only.
- b. A committee will be used to manage the All Star selection process fore each division. The intent of the committee is to ensure the All Star team consists of the players that being there due to their

skill level and sportsmanship. The committee will consist of the Player Agent, League President and/or the League Vice President, the Division Vice President and the selected All Star Manager for that Division. The committee will schedule a tryout for players nominated for All Stars and notify the nominees of the date, time and location.

- c. A tryout will be held for all nominated. The tryout will be to determine individual rating.
- d. A representative from each team's coaching staff in the division being selected will be invited to participate in the All Star selection process by rating the players at the tryouts. The ratings will be tallied and players will be listed as available to be placed on the All Star team in order according to their total rating. The player(s) with the highest rating by all raters will be considered the first player(s) to be placed on the team. The player(s) with the second highest rating by all raters will be considered the second player(s) to be placed on the team, and so on until the team has been filled.
- e. In the event of a tie or equal rating for two or more players, the All Star Manager may request a player preference, but the final tie breaking decision will be left to the All Star Selection Committee.
- f. The final ratings will be determined approximately one week prior to closing day so that those selected can be announced and recognized at closing day ceremonies. A deadline will be established for submission of the All Star votes. If this deadline is not met no votes will be registered or counted for any team that does not meet it. If possible, a meeting for this vote will take place but is not mandatory. All vote slips are to be given to the ARGSA President, selection committee, or person given the task by the President.
- g. Prior to selecting players from the over all placement list, the All Star Manager may select up to three pitchers from the All Star Nomination Roster. The manager will then fill the remaining spots on the team from the placement list.

E. The All Star team will be formed as follows:

1. Twelve (12) players will be assigned to the All Star team based the results of the selection process in D.
2. The All Star team manager will be given three (3) protected selections. If these protected selections are utilized, the All Star team may consist of 15 players.
 - a. These protected players may be the daughters of the Manager, Coach, and one assistant, or;
 - b. Players who would otherwise not be selected because of their placement according to section D.
 - c. All Star players selected via the processes listed in section D. should be the team's starting lineup. In the event a protected player is not placed on the team by way of the process outlined in section D., that player should not play ahead of those rightfully placed on the team by way of section D.

F. Final approval for the All Star teams will be given by the Executive Board of Directors.

G. Once an All Star team has been finalized, only the board and the All Star team staff are to know the names of the players who have made the All Star team. The names of those players shall remain confidential until the team is officially announced.

H. When possible, the All Star teams will be officially announced at closing day ceremonies.

SECTION 3- Players must **commit** to the All Star team only if they can commit to making the demanding practice and game schedule.

A. Players and parents must be made aware that playing time is strictly governed by the staff of the All Star team.

B. No guarantee of playing time is given. All Star play has no substitution requirement.

C. A player not meeting her commitments may be removed from the All Star team by the Board of Directors. The girl who was next in line on the voting roster will replace her.

ARTICLE XIII - HISTORICAL RECORD

SECTION 1 – “Attachment 1”

A. An attachment to these By-Laws titled “Historical Record – Attachment 1” is provided for. Such historical record shall be maintained and updated as necessary to:

1. List the names and position of each Executive Board member and the dates of the terms served.
2. List the date of each amendment to the By-Laws, the section amended, and record the results of the vote taken to pass the amendment.
3. List the date of each completed audit as provided for in ARTICLE VII.

B. The addition of information to the “Historical Record – Attachment 1” as required in part A. above shall be made at anytime there is a change. Such addition of information shall not constitute an amendment to the By-Laws. No information may be removed from the “Historical Record – Attachment 1” without amendment to these By-Laws.

SECTION 2 – ARGSA Historical Record Book

A. A separate binder also titled “ARGSA Historical Record Book” shall be kept. In that binder shall be maintained a complete version of all current and repealed or changed By-Laws, and any League Rules that become obsolete due to amendment of these documents or the Rules.

ARTICLE XIV- BY-LAWS AMENDMENTS

SECTION 1- The By-Laws may be amended by a 2/3 majority of the Executive Board (with the President abstaining), in addition to a 2/3 majority of the Entire General Board. Both requirements must be met to approve an amendment.

SECTION 2- A proposed By-Law amendment(s) must be submitted in writing to the Board no later than one (1) week prior to a meeting where a vote will be taken to approve or deny the amendment(s). Once the meeting to consider the By-Law amendment(s) begins, the proposed amendment(s) may be changed or further amended at that meeting and then approved without further notice.

THESE BY-LAWS ARE ADOPTED BY THE ACTION OF THE BOARD OF DIRECTORS AT THIS MEETING HELD ON JANUARY 05th , 2006 AND ARE HEREBY ASSERTED.

ORANGEVALE/FAIR OAKS GIRLS SOFTBALL ASSOCIATION

Association By-Laws

Attachment 1 – “Historical Record”

Date Action

09/08/03 Approval of complete rewrite of the By-Laws by Board. Vote: for, against.

09/08/03 Bringing forward historical record of past Presidents and Executive Boards:

01/05/06 Revision of By Laws to recognize combining Orangevale and Fair Oaks Softball Associations and joining of NorCal Softball.

11/17/09 Revision of By Laws to recognize new boundaries negotiated with NorCal-associated leagues in November of 2008. Passed by unanimous vote of both Executive and General Boards.

1/26/10 Revision of Article X, Section 4, Paragraph A of the By Laws, changing the number of protected players allowed per team from two (2) to three (3), with the stipulation that one of the protected players must be the daughter of a female member of the team’s coaching staff. Passed by unanimous vote of both Executive and General Boards.

2/09/10 Revision of Article X, Section 2 of the By Laws deleting the sentence “Unprotected Players of un-attached managers, coaches, scorekeepers, team parents, and team sponsors can be placed by the President and Division Vice President” (Passed by unanimous vote of both Executive and General Boards) and Article X, Section 3 of the By Laws, codifying the existing practice that the 8U division does not conduct a draft (teams are formed in the same manner as 6U) and changing the distinct classifications within the league’s draft (Passed by 2/3 vote of both Executive and General Boards).

1990 President: Jerry Antonich

1991 President: Jeff Patterson

1992-3 President: Carolyn

Briscoe 1994 President: Rich

Murray 1995-6 President: Ernie

Cumbra 1997 President: Julie

Harms

1998 President: Charlie Dunn

1999 President: Michael Golden

2000 President: Michael Golden, Vice President: Rich Reynolds,
Secretary: Sue Linarez, Treasurer: Joann Golden

2001 President: Michael Golden, Vice President: Rich Reynolds,
Secretary: Howard Steffens, Treasurer: Joann Golden

2002 President: Michael Golden, Vice President: Lisa Montes
Secretary: Howard Steffens, Treasurer: Joann Golden

2003 President: Lisa Montes Vice President: Shane Schilling
Secretary: Karen Lambdin, Treasurer: Joann Golden

2004 President: Lisa Montes Vice President: John Hudson
Secretary: Karen Lambdin Treasurer: Richard Bejar

2005 President: Lisa Montes Vice-President: John Hudson
Secretary: Treasurer: Richard Bejar

2006 President: Lisa Montes Vice President: Glenn Wantz
Secretary: Treasurer: Richard Bejar

2007 President: Andrea Rohmann Vice President: Glenn Wantz
Secretary: Fred Henley Treasure: Richard Bejar

2009 President: Roxanne Marderos; Vice President: Mike Morgan; Secretary: Heidi Caddy; Treasurer: Marlene Lindner