

# **By-Laws**

## **NORTH COUNTY SENIOR SOFTBALL RECREATIONAL LEAGUE BY-LAWS**

May 2026

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## **ARTICLE I – NAME AND PURPOSE**

### **1.1 Name**

The official name of this organization is the North County Senior Softball Recreational League (NCSS).

### **1.2 Purpose**

The purpose of the League is to provide recreational softball opportunities for individuals aged 55 and older. The League is committed to inclusivity and does not discriminate based on race, religion, or gender.

## **ARTICLE II – MEMBERS/PLAYERS, TEAM LIMITS, SPONSORS AND ASSIGNMENTS**

### **2.1 Eligibility**

- a. Players become eligible for membership in the calendar year of their 55th birthday and may be asked to present official documents to verify eligibility.
- b. Players shall complete and sign the new Player Form and the Membership/Code of Conduct (COC)/ Liability Waiver, Emergency Contacts and Medical Information Forms and submit player fees to the Board of Commissioners (BOC) or their representatives.
- d. Assignments are not based on geography or preference.
- e. Players cannot refuse team assignments but may request a trade (see Section 3.5).

### **2.2 Player Definitions**

- a. Active Players are those who have met eligibility and rating requirements. Players absent for more than two full seasons are considered New Players (NPs) upon return.
- b. The terms “Player(s)” and “Members” have the same meaning and are interchangeable.

### **2.3 Active Player Definition**

Active Players are all players who have met eligibility and rating requirements and have been placed on a team and the number of active players on a team is equal to the total roster size less inactive players.

## **2.4 New Players (NP)**

- a. Defined as individuals joining the League for the first time or rejoining after more than two full seasons.
- b. Must be fully rated by the Ratings Committee, submit all paperwork to a Commissioner, the Ratings Committee a member or the Treasurer and pay League fees.
- c. If roster spots are limited, openings and eligibility will be determined based on a first-come, first-served basis meaning that the Players will be considered in order of meeting all the eligibility requirements of a NP.
- d. Assignment may occur via Pre-Season Draft, placement on a team by Commissioners, or In-Season supplemental drafts.

## **2.5 New Player Rating Process**

- a. NPs must be rated twice (at minimum) by Commissioners, Managers, the Ratings Committee, or other designated Player evaluators.
- b. At least one rating must occur during a Monday pick-up game. Other opportunities include pre-game batting/fielding, or practice sessions.
- c. During evaluation, NPs must demonstrate the ability to proceed from home to first base after batting a ball.

## **2.6 Active and Inactive Players**

- a. A player placed on Inactive will not be eligible to return to any league team as a regular member of a roster for the remainder of the current season but is eligible to become a permanent substitute for the remainder of the current season
- b. An inactive Player is removed from a team roster for the remainder of the season.
- c. If a player has determined that they are unable to play the remainder of the season, they must notify their manager and inform a league Commissioner. They will then become inactive and be dropped off that team's roster.
- d. A Manager cannot retain an inactive Player on the roster if that player is unable to play the rest of the season
- e. Player Responsibility to Notify Manager:
  - i. Players must notify their manager if unavailable for games (in-person, call, text, or email).
  - ii. If a Player fails to contact their manager for 14 days, and is unreachable, the manager may notify Commissioners.
  - iii. Commissioners will attempt to reach the Player within 7 days. If unsuccessful, the Player will become inactive for the rest of the season.

## **2.7 Team Size Limit**

Teams are limited to 14 Active Players.

## **2.8 Team Sponsors**

a. Team Sponsors shall pay a sponsorship fee to be established each season by the BOC and Managers.

# **ARTICLE III – PRE-SEASON DRAFT AND TRADES**

## **3.1 – Purpose**

The League shall conduct an annual pre-season draft for all eligible New Players (NP) and active Players. Team assignments resulting from the draft shall remain in effect for the duration of the upcoming season.

The purpose of the draft is to promote competitive balance through equitable distribution of player talent.

## **3.2 – Draft Authority and Administration**

a. The Board of Commissioners (BOC), or a duly appointed Draft Committee, shall establish and administer all draft procedures, including date, location, format, timelines, documentation, and operational rules.

b. The BOC or Draft Committee shall establish deadlines for:

1. Player commitment forms
2. Designated Player (DP) requests
3. Duo requests
4. Manager and co-manager approvals

c. All required approvals and player classifications must be completed prior to the commencement of Draft Day 1.

d. The BOC shall have final authority in resolving disputes or procedural matters relating to the draft.

## **3.3 – Managers and Co-Managers**

a. Each team may designate one (1) optional co-manager, subject to prior BOC approval.

b. The minimum duties of a co-manager are as follows:

- Serve as acting manager in the manager's absence
- Participate in league communications
- Be available to assume full manager duties if needed

- c. The BOC may deny approval of any manager/co-manager combination that, in its sole judgment, would create competitive imbalance or constitutes an attempt to reserve elite talent.
- d. If multiple teams request the same individual as co-manager, that individual shall determine which team to join or may decline the role.
- e. The BOC may deny approval of any manager/co-manager combination that, in its sole judgment, would create competitive imbalance or constitute an attempt to reserve elite talent. **Furthermore, the commissioners will not approve a manager/co-manager team with a combined rating greater than 34.0.**

### **3.4 – Designated Players (DPs)**

- a. Designated Players (DPs) shall include:
  - 1. Playing managers
  - 2. Approved playing co-managers
  - 3. Their playing spouses or significant others
- b. A team may have no more than three (3) DPs.
- c. DPs shall be slotted into draft rounds based on total player ratings as determined by the Ratings Committee (RC).
- d. Within each rating tier, DPs shall be placed at the top of their rating group for slotting purposes.
- e. In a nine (9) team league, draft rounds shall be assigned in groups of nine players according to RC total rating.
- f. If two or more DPs with identical ratings would otherwise be placed in different rounds, all such DPs shall be slotted into the earlier round.
- g. If multiple DPs from the same team are slotted into the same round, one DP shall be moved to the immediately preceding round.
- h. When a DP is slotted to a team in a specific round, that team shall select the DP when that draft position is reached.

### **3.5 – Duos**

- a. A Duo consists of two players, neither of whom is a manager or co-manager, who are approved by the BOC to play on the same team.
- b. Duo status shall not be granted for reasons of convenience, friendship, or preference.
- c. Duo requests must receive BOC approval prior to the draft.
- d. Duos shall be slotted within their rating group immediately following all DPs in that group.
- e. The higher-rated player of a Duo may be selected by any team. Upon selection, the lower-rated player shall be assigned to that team in the round in which that player is slotted.
- f. If two or more Duos with identical ratings would otherwise fall into different rounds, such players shall be slotted into the earlier round.
- g. If a Duo player is slotted in the same round as a DP from the same rating tier, the Duo player shall be moved to the immediately preceding round.

### **3.6 – Draft Order and Format**

- a. Draft positions shall be determined on Draft Day 1 by the BOC or Draft Committee using a blind draw with cards or numbers.
- b. The Manager who draws the lowest card or number gets 1st choice on which draft position the manager selects followed by the next lowest card or number drawn. The manager with the highest draw shall receive the remaining position.
- c. The draft shall be conducted in a snake (serpentine) format. In a nine (9) or ten (10) team league:
  1. Odd-numbered rounds shall proceed in ascending draft position order.
  2. Even-numbered rounds shall proceed in descending draft position order.
  3. Round 1 proceeds in order 1 through 9 (or 10)
  4. Round 2 proceeds in order 9 (or 10) through 1
  5. Round 3 proceeds 1 through 9 (or 10)
  6. The alternating pattern continues for all rounds
- d. The draft shall proceed for the number of rounds necessary to allocate all eligible players but no greater than 14 players per team.
- e. Rounds 1 and 2 shall be conducted on Draft Day 1. Remaining rounds shall be completed on Draft Day 2 unless otherwise determined by the BOC.
- f. When a player who is part of an approved Duo is selected, the corresponding player shall be assigned in accordance with Section 3.5.

### **3.7 – Competitive Balance Authority**

The BOC retains sole discretion to interpret and enforce this Article. The BOC may take corrective action, including adjustment of slotting or denial of approvals, when necessary to preserve competitive balance and prevent circumvention of draft intent.

### **3.8 – Anti-Circumvention and Enforcement**

- a. No manager, player, or team representative shall engage in any action intended to manipulate player ratings, Designated Player (DP) status, Duo status, manager or co-manager designation, or any other draft mechanism for the purpose of obtaining an unfair competitive advantage.
- b. Prohibited conduct includes, but is not limited to:
  1. Misrepresentation of player ability or playing status;
  2. Strategic designation or withdrawal of DP or Duo status to alter draft slotting;
  3. Any coordinated action designed to circumvent the intent of this Article.
- c. Upon determination by the Board of Commissioners (BOC) that a violation has occurred, the BOC may impose corrective and/or disciplinary action, including but not limited to:
  1. Adjustment of draft slotting;
  2. Forfeiture of draft position;
  3. Reassignment of players;
  4. Removal of DP or Duo status;
  5. Suspension of manager privileges;
  6. Any other remedy deemed necessary to preserve competitive balance.

- d. The BOC shall have sole and final authority to interpret this Section and determine appropriate remedies.
- e. All managers, players, and team representatives shall act in good faith and in a manner consistent with the intent of these Bylaws to promote fairness, transparency, and competitive balance. Any conduct that undermines the spirit or purpose of the draft process, even if not expressly prohibited herein, may be subject to review and corrective action by the Board of Commissioners (BOC).

### **3.9 Player Ineligibility for Pre-Season and In-Season Draft**

- a. A player unable to play during the first round of the season cannot be included in the pre-season draft; however, that player has the option to substitute and/or place his/her name in the in-season draft.
- b. To be included in the in-season draft, a player must be able to play at the beginning of the subsequent round.

### **3.10 In-Season Trades**

- a. Players may request one trade per season due to conflicts or other issues. Managers and Commissioners will first attempt to resolve conflicts. If unresolved, the manager may seek a trade. All Managers must be notified by the Commissioner.
- b. A trade requires agreement of both Players, both Managers, and final approval by the BOC.
- c. If no trade is possible, the Player remains on their current team until one is found.
- d. No trades shall be permitted within 30 days of the end of the regular season.

## **ARTICLE IV – IN-SEASON DRAFT**

### **4.1 Timing, Eligibility, Meeting and Temporary Assignments**

- a. At the first managers meeting prior to the start of a new season, the Commissioners will temporarily assign players to a new team. The Commissioners shall consider the current team size, position needs, and overall league parity. A manager cannot refuse a temporary assignment.
- b. On the last game day of each round of games, a meeting (either virtual or in person) will be scheduled by the commissioners in which the in-season draft process will be used to allow team managers to select players for their team.

i. A round is defined as one full cycle of games during which each team is scheduled to play one game with every other team in the league. All of the rounds together represent the full season.

ii. All players to be drafted under this Article will be referred to as new players.

c. New players that were temporarily assigned in the first managers meeting will be included in this draft along with other new or returning players.

d. Draft selections will be permanent for the remainder of the season.

e. The draft procedure will be repeated at the end of each round of play except that no new players shall be drafted for the last round of the season.

#### **4.2 Notification Requirements To Data Manager For In-Season Draftees and Inactive Players**

a. The Ratings Committee or Commissioners must notify the Data Manager of Players eligible for the In-Season Draft and submit all paperwork no later than 2:00 PM the day before the Managers' Meeting.

b. Managers must also notify the data manager by 2:00 PM of any Players to be placed on inactive status. Notifications should be done by text, email or voice mail to provide a time stamp

c. The data manager shall update and publish team rosters to Managers, Commissioners and other Managers Meeting attendees by 8:00 PM that evening.

#### **4.3 Draft Order and Weighted Winning Percentage Formula**

a. Draft order is based on the lowest "Weighted Winning Percentage Formula." (lowest to highest with lowest receiving first pick)

b. The Weighted Winning Percentage Formula is equal to  $(\text{Season-to-date Wins} + \text{Round Wins} + 0.5 \times (\text{Season-to-date} + \text{Round Ties})) \div \text{Games Played}$  where  $\text{Games Played} = (\text{Season-to-date Wins} + \text{Losses} + \text{Ties}) + (\text{Most Recent Round Wins} + \text{Losses} + \text{Ties})$ .

c. Ties are broken in the following order:

i. Fewest Players on roster

ii. Head-to-head record

iii. Head-to-head run differential

iv. Overall season run differential

#### **4.4 Exclusion from In-Season Draft**

a. Teams are excluded from the In-Season Draft if they have fourteen (14) active Players.

#### **4.5 Guaranteed Picks for Short Roster Teams**

a. Teams with fewer than 12 active Players are guaranteed at least one selection per In-Season Draft Rules and the Weighted Winning Percentage Formula.

b. If the In-Season Draft pool is equal to or fewer than the number needed to reach

twelve (12) Players for a Short Roster team, only Short Roster teams shall be eligible to participate in the In-Season Draft.

#### **4.6 Passing on Players During In-Season Draft.**

- a. Teams with 12 or more Players may pass on selecting a player. Teams with fewer than 12 players must select a player.
  - b. If all teams pass, the selection defaults to the eligible team with the highest weighted winning %.
    - a1. For example, if there were 3 players remaining and all eligible teams have passed, the eligible team with the highest weighted winning % ranking would pick third, the team with the second highest weighted winning % would pick second and the team with the third highest winning % would pick first.
  - c. Ties are broken by:
    - i. Lowest active roster size
    - ii. Highest total wins
    - iii. Coin toss
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### **ARTICLE V – BOARD OF COMMISSIONERS (BOC)**

#### **5.1 Administrative Duties**

- a. The League shall be governed by a Board of Commissioners (BOC), consisting of three Members elected by the team Managers and current BOC.
- b. A Chair will be selected by the Commissioners to serve for a period of one season.
- c. The Chair shall assign duties to the Vice Chair and Secretary.

#### **5.2 Responsibilities**

- a. Administer League operations.
- b. Appoint Committee members.
- c. Set dues for each player each season to meet League expenses.
- d. Appoint a Treasurer to collect all fees owed the League, pay obligations, and report monthly on finances.
- e. Approve Co-Managers and Duos prior to the Pre-Season Draft
- f. Assign NP using Managers' guidelines.
- g. Maintain and report regularly/semi-weekly on League standings.
- h. Solicit new Players.
- i. Develop and maintain local League Rules.
- j. Issue written interpretations to ASA Rules and make exceptions as deemed appropriate.
- k. Develop and maintain a Code of Conduct (COC).

- l. Maintain copies of all Players' signed forms.
- m. Take disciplinary action for violations of the Bylaws or COC.
- n. Secure playing fields and ensure city fees are paid and city requirements are met.
- o. Provide liability insurance for the League. (
- p. Develop and maintain the League Master Roster and maintain current Player contact information.
- q. Appoint/solicit Players to Committees as needed.
- r. Keep records of all BOC and Managers meetings.
- s. Hold elections of Commissioners.
- t. Conduct time appropriate meetings.
- u. Fill manager, ~~commissioner~~ and committee member vacancies. ("commissioner" vacancies are covered in section 5.4.)
- v. Assign substitute players for league play.
- w. Track, and if necessary, replace team equipment.

### **5.3 Election of Commissioners**

- a. A candidate for League Commissioner must have no disciplinary action in the past two years and be an active Player.
- b. No candidate for League Commissioner or Commissioner shall manage or co-manage a League team.
- c. A Commissioner can be elected any time before the next pre-season draft for an expiring term of a Commissioner. Such election may be by a show of hands or by secret ballot and approved by majority vote of the Board with a quorum present .
- d. Commissioners shall serve a term of 3 seasons with overlapping terms.
- e. Commissioner terms shall start on the day of the Pre-Season draft for the next season.

### **5.4 Commissioner Vacancy**

- a. If a Commissioner resigns or is unable to serve, a majority vote of the BOC and Managers shall decide whether to replace the Commissioner.
- b. BOC will solicit candidates if it decides to fill the vacancy.
- c. Such election may be by a show of hands or by secret ballot and approved by majority vote of the Board with a quorum present.

### **5.5 Removal of Commissioners**

- a. Commissioners may be removed for neglect of duties, misconduct, or Bylaw violations by a two-thirds vote of Managers and Commissioners that are not subject to a removal vote.

## **ARTICLE VI – STANDING COMMITTEES, MANAGERS AND CHIEF UMPIRE**

### **6.1 Committees**

- a. The BOC shall ensure Committees are formed and meet as required.
- b. A Commissioner may be a Committee member but may not chair the Committee.

### **6.2 Ratings Committee**

- a. Evaluate new players as they enter the league and returning Players, using the same criteria
- b. Ensure ratings are accurate and consistent.
- c. Provide final ratings for all Players in the League prior to the pre-season draft.
- d. A rating committee member cannot rate them self, have any vote on their rating, or be present when their rating is being discussed.
- e. Follow procedures for fairness.
- f. Take into account the managers' suggested ratings
- g. Rank Players and review top 20 and smooth if necessary.
- h. Review the managers' own self-ratings.
- i. Provide a spreadsheet of such rankings to the Draft Committee, Managers, and Commissioners.

### **6.3 Draft Committee and BOC Draft Procedure**

- a. Develop schedule, procedures, and documents.
- b. Members should include Ratings Committee member, database manager, playing fields' coordinator, web manager, Treasurer and a Player representative.
- c. Provide Player rating sheets, commitment sheets, and reconciliation forms.
- d. Ensure and coordinate with League Treasurer that Player fees match eligible Players.
- e. Finalize number of Players.
- f. The BOC shall determine number of teams and shall administer the Draft.

### **6.4 Rules/By-Laws Committee**

- a. Subject to Article IX procedures, the Committee may:
  - i. Review and recommend changes.
  - ii. Draft proposed language.
  - iii. Seek feedback from Managers.
  - iv. Ensure clarity and fix ambiguities.

### **6.5 League Expansion/Management Committee**

- a. Develop long-term plan for expansion.
- b. Identify maximum number of teams, available fields, and roster limits.
- c. Present plan to BOC and Managers.

## **6.6 Managers**

- a. Attend meetings.
- b. Provide active Player ratings at the end of the season.
- c. Notify Players of complaints regarding a Player's behavior.
- d. Disseminate information
- e. Collect fees
- f. Ensure that adequate field equipment is available.
- g. Solicit volunteers when there are vacancies.

## **6.7 Manager Vacancies and Removal**

- a. Vacancies should be solicited and filled first from team members.
- b. New Managers shall be approved by a majority vote of the BOC and Managers.
- c. Managers may be removed by the BOC and other managers for failure to carry out managerial duties under this Article or any other Article applicable to suspension or removal of League Members.

## **6.8 Roster Management**

- a. A key premise of the League is to promote full participation of its members in all scheduled games, regular season games as well as playoff games.
- b. At no time may any League Member, substitute, inactive Player or former Member, other than the player, make the decision to participate in a game, nor request or suggest that a player not participate in a game.
- c. An infraction of this By-Law shall result in an immediate investigation by the Commissioners or an ad hoc committee.
- d. If the investigation confirms an infraction has taken place by any persons listed in 6.8 (b) then such person may face suspension or expulsion at the discretion of the non-offending Commissioners (if applicable).
- e. If a player does not play in a playoff game due to a request, suggestion, or direction by the player's team (players and or manager), the team that the offending individual is a member of will forfeit the game to the opposing team in addition to the aforementioned suspension or expulsion actions.

## **6.9 Chief Umpire Duties and Responsibilities**

- a. Administrative:
  - i. Report to commissioners
  - ii. Rule Formation
  - iii. Rule Interpretations

- iv. Protests
- v. May eject a player after conferring with the manager of the subject player irrespective of whether umpiring a game or observing as a spectator or player
- vi. Screening player and non-player umpires
- vii. Administering manager screening(s)
- viii. Screening of umpire complaints
- ix. Final approval of manager screening of potential umpiring
- x. Help recruit umpires
- b. Education:
  - i. Conducts clinics least once each season
  - ii. Monday mini-clinics
  - iii. Written tests where needed
  - iv. Submit list of pre-screened umpires to Commissioners and Chief Umpire
  - v. Have knowledge of ASA/USA rules, Local Rules and By-Laws
  - vi. Determine umpire positioning on field.
- c. Field
  - i. Pre-game protocols
  - ii. Review ground rules with Managers
  - iii. Player absences
  - iv. Agreement on number of innings to be played

## **ARTICLE VII – BOARD MEETINGS AND COMMISSIONER TITLES**

### **7.1 Meetings and Voting**

- a. Board meetings held after each cycle of play with BOC and Managers.
- b. A Quorum shall consist of at least two Commissioners and 50% of Managers.
- c. Special meetings may be called by request of 3 Managers. Commissioners shall provide 10 days' notice to all managers and interested parties. An expedited review is possible with 5 days' notice.
- d. Decisions require a majority vote unless otherwise provided in the By-Laws. Ties shall be decided by Commissioners.
- e. Meetings shall follow Robert's Rules of Order.

### **7.2 Commissioner Titles**

- a. There shall be a Chair, Vice-Chair, and Secretary.
  - b. In the Chair's absence, the Vice-Chair or Secretary shall act as temporary chair.
  - c. The Board Chair shall serve for one season.
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## **ARTICLE VIII – CODE OF CONDUCT, EJECTIONS and PENALTIES**

### **8.1 No Member shall:**

- a. Push, shove, strike, or engage in any similar physical act against another player, or use profane or vulgar language in a threatening manner.
- b. Physically attack or attempt to physically attack a player, official, or spectator.
- c. Engage in conduct that endangers the safety of others.
- d. Refuse to follow or abide by an official's decision.
- e. Verbally abuse, harass, or belittle any individual.
- f. Engage in unsafe, harmful, or unsportsmanlike tactics on the playing field.

### **8.2 Ejections**

- a. Violations of Section 8.1 may result in the ejection of a Member by that Member's Manager or by an umpire who is not affiliated with either team. A player-umpire may only recommend ejection.
- b. All ejections shall be reported in writing within 72 hours by the ejecting Manager or umpire to the Board of Commissioners (BOC) and to the opposing Manager.
- c. The BOC may impose disciplinary action including, but not limited to, probation, suspension, or expulsion of a Player or Manager.
- d. Ejected individuals must leave the premises immediately. Ejection shall not result in an out for the ejected member's turn at bat.
- e. Copies of written reports shall be shared with the individuals involved.
- f. The BOC, or an appointed Ad Hoc Committee, shall review the incident and written report.
- g. Individuals involved shall be given the opportunity to be heard.
- h. Final disciplinary decisions rest with the BOC.

### **8.3 Penalties**

- a. All penalties must include clear start and end dates.
- b. Disciplinary records shall be maintained for two (2) years and then expunged.
- c. Penalties may range from probation to expulsion.

### **8.4 Manager Failure to Report a Violation under 8.2(b)**

- a. A Manager may be subject to suspension for failure to report a violation as required in Section 8.2(b).

### **8.5 Appeals**

- a. Members may file an appeal within one (1) week of receiving the BOC's decision.

## **ARTICLE IX – AMENDMENTS TO BYLAWS OR NEW BYLAWS AND RULES**

### **9.1 Procedure**

- a. Any Member may propose amendments or new rules.
- b. Proposals must be presented in writing to the Managers and Commissioners no later than 10 days before a Managers meeting.
- c. The proposal shall cite a Bylaw/Rule to be amended, added or deleted and must include the current language to be removed (if applicable), the language to be added (if new) and the basis for such amendment or new Rule or Bylaw.
- d. A vote shall be taken during the current meeting or future meeting, at the discretion of the Commissioners.
- e. Passage requires a majority vote of Commissioners and Managers with a quorum present.

## **9.2 New or Amended Bylaws or Rules**

- a. New or amended Rules or Bylaws shall be effective with the following season, unless immediate implementation is approved. Changes affecting draft integrity, balance of power, or league competitiveness are not permitted.