

# ByLaws/Waiver

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

(Amended March 3, 2020)

### ARTICLE I – NAME AND PURPOSE

1.1 The name of this organization is the North County Senior Softball Recreational League.

1.2 The purpose of the League is to provide an opportunity for anyone 55 years or older to play recreational softball. It does not discriminate because of race, religion, or gender. It is a non-profit organization.

### ARTICLE II – MEMBERS

2.1 Eligibility. Players will be eligible to become members of this League the calendar year of their 55<sup>th</sup> birthday. Players will ~~may~~ be asked to present official documents to verify eligibility.

2.1.a Prior to team assignments, all prospective members of the League shall complete and sign a membership/Code of Conduct (COC)/liability waiver form and emergency contact/medical information for to be filed with the Board of Commissioners (BOC). Assignments are not based upon a player's geographic location or preference. Players cannot refuse team assignments, but may request a trade. See below for details.

2.2. Player Definitions All players who have met eligibility and rating requirements are considered active, except players off for more than twelve months (two full seasons). Players who have been off more than a calendar year will return as New Players.

2.2.a. New Players: (NPs). NPs are players joining the league when they are assigned to a team. The assignment may be either by the pre-season drafts, by the commissioners or via the in-season supplemental draft.

2.2.a.1. New Players: (NPs) will be rated by the Commissioners, Managers, Ratings Committee, and any other designated players present at the Monday pick-up games. A NP must attend a minimum of three pickup games, have an agreed rating established, paperwork complete and preferences noted (i.e. full-time, part-time, coastal, etc.) before being assigned. During their assessment period, new players must be able to demonstrate their ability to run from home upon batting a ball.

2.2.b. Active Players: are all players who have met eligibility and rating requirements and have been placed on a team.

2.2.c. Inactive Player: A player placed on Inactive, will not be eligible to return during the current season. It will be up to the manager and the affected player to determine if that player will be placed on Inactive.

2.2.c.1. The designation of Inactive status will be provided to the BOC prior to the time designated for making player assignments at a time identified by the BOC (6:00pm on the Thursday prior to the manager's meeting).

2.3 Team assignments. Players will be assigned teams as follows:

2.3.1 Pre-Season Drafts. The league holds pre-season drafts of all eligible NPs and active players for team assignments. The team assignments are effective for the length of the following season. A BOC or a draft committee shall develop draft procedures each season, draft forms, etc. The Draft date and location shall be approved by the managers and BOC. The actual draft should be performed no later than the first week after the current season ends. The BOC conducts the Draft with the assistance of volunteers.

2.3.2 In Season Draft Process. During a season, there are players that want to join the league and be assigned to a team. These players consist of either new players or returning players. For the purposes of describing the in-season draft process, all players to be drafted will be referred to as new players.

2.3.2.a At the first managers meeting of the season, the commissioners will temporarily assign the new players to a team. The commissioners take into consideration the current team size, team ratings, position needs, and overall league parity. A manager cannot refuse this temporary assignment.

2.3.2.b Starting at the second managers meeting, a supplemental draft process will be used to allow team managers to select players for their team. The new players that were temporarily assigned in the first managers meeting will be included in this draft along with other new or returning players. These selections will be permanent for the remainder of the season. This draft process will be repeated at each subsequent manager's meeting except the last managers meeting in the season (e.g. June and December meeting). There are no new player assignments in the last month of the season.

2.3.2.c The order of the in-season draft will be determined by a calculation that assigns a ranking number for each team. This ranking number will be made up of three components: team eligibility, total team rating ranking, and team standings ranking. Since the team rating is part of the calculation, managers must notify the commissioners by 6:00 PM on the Thursday prior to the managers meeting if they have any players to be placed on inactive status. Similarly, the team standings will be the games played from the beginning of the season up to and including the Thursday games played prior to the managers meeting. The calculation will use the "Winning%" as posted on the league website.

2.3.2.d Team eligibility: There are two possible reasons to declare a team as ineligible for a round in the draft. The first reason is to ensure that differences in number of active players are held to a minimum. That is, any team with 2 or more active players than any other team will not be eligible for the draft so long as they have 2 players more. Since this factor can change during the draft process, this team eligibility will be recalculated after each draft pick. The second reason is to prevent teams having an unmanageable number of players. That is, any team with 15 active players will not be eligible for the draft.

2.3.2.e Team Rating Rank: The next component of the draft calculation is determining the Team Rating Rank. Each eligible team will be listed in total player rating order and given an average ranking value. The use of an average ranking will give those teams with an equal total team rating an

equivalent ranking but may not be a whole number in order to allow more balance between all the teams. Below is an example:

Team	Eligibility	Total Team Rating	Team Rating Rank
Team 1		160	1
Team 2	N	xxx	
Team 3		167	2.5
Team 4		167	2.5
Team 5		175	4

2.3.2.f Team Standing Rank: The next component of the draft calculation is determining the Team Standing Rank. Every team will be listed in their team standing order and given an average ranking value. Once those values are determined, any ineligible team is then removed from the list while the remaining teams retain the same ranking value. Below is an example:

Team	Team Standing	Team Standing Rank	Eligibility	Final Standing Rank
Team 1	.125	1		1
Team 2	.200	2	N	
Team 3	.500	3.5		3.5
Team 4	.500	3.5		3.5
Team 5	.750	5		5

2.3.2.g The final draft ranking is the sum of the Team Rating Rank and the Final Team Standing Rank. Using the examples above, each team would have the following final draft ranking: Team 1 (2), Team 3 (6.0), Team 4 (6.0), and Team 5 (9). In this situation, final draft ranking ties will be broken first by the lowest number of active players, and second by a coin toss if needed. After Team 1 makes their draft selection, the draft order is recalculated, including both the Team Rating Rank and the Team Eligibility.

2.3.2.h Any team with less than 12 active players will be guaranteed a selection in the draft. However, they are not guaranteed a first pick. Their pick sequence will be determined by the standard draft calculation above. Once the number of players to be selected equals the number of teams with less than 12 active players, the remaining teams will be considered ineligible.

2.3.2.i All teams with the full roster (12 players or more) may elect to pass selecting a player. If all teams pass on selecting a player, that selection will go to the eligible team with the highest win percentage. For example, if there were 3 players remaining and all eligible teams have passed, the eligible team with the highest win percentage would pick third, the eligible team with the second highest win percentage would pick second and the eligible team with the third highest win percentage would pick first. Ties for this process will be broken first by lowest number of active players, second by highest total player points and third by coin toss if needed.

2.3.3 Managers have elected to limit the size of teams to 15 active players. Therefore, teams are also not eligible if they have a total of 15 active players.

2.3.4 Number of active players is defined as the total roster size less 1 for each Inactive player.

2.4 In Season Trades:

2.4 From time-to-time player trades may occur during a season.

- The Managers and Commissioners shall make their best attempt to resolve any issues or conflicts. If all attempts are unsuccessful, a player may request to be traded.
- A player may request to be traded because of player issues or conflicts (once a season)
- The manager will attempt to find a suitable trade, if possible.
- If a trade request is made by a player, all managers must be notified by the commissioner(s).
- If a trade is found, both players and managers must agree; the BOC will then be notified. The BOC has final approval to ensure an equitable trade. If no trade can be found, the player shall remain on the current team until a trade can be found.
- No trades are permitted within 30 calendar days of the end of a regular season.

2.5 Dues: Teams are required to pay dues each season to the League to cover field rental fees, League insurance, and other costs incurred.

### ARTICLE III – BOARD OF COMMISSIONERS

3.1 Administrative duties (day-to-day duties) for the league shall be vested in the BOC consisting of three members elected by popular vote of the team managers and current BOC. A Chair will be selected by the Commissioners to serve for a period of one season. The duly appointed Chair of Commissioners shall assign the principal collateral duties of Vice Chairman and Secretary to the other remaining Commissioners.

3.2 The BOC shall be responsible for carrying out the following list of duties, responsibilities and other such duties as may be required. The BOC may appoint league members to assist in effectively carrying out the duties and responsibilities.

- a. Set dues for each team each season necessary to meet league expenses. Appoint a Treasurer to collect all monies owed the League, pay all obligations incurred by the League and report monthly on the status of League finances.
- b. Assign NP using managers guidelines.
- c. Maintain and report regularly/semi-weekly on League standings.
- d. Solicit new players.
- e. Develop and maintain local league rules, issue written interpretations to ASA and make such exceptions to Amateur Softball Association (ASA) rules as deemed appropriate for the safety and enjoyment of play. See attached League Rules.
- f. Develop and maintain a Code of Conduct (COC). Maintain a copy of all players signed forms.
- g. Take disciplinary action as described herein for any violation of the By-laws or COC.

- h. Secure playing fields in various North County cities for the conduct of League games. Ensure that all fees are paid promptly and city use requirements are adhered to by League members to maintain effective relationships with our host cities.
- i. Provide liability insurance for the League sufficient to meet the applicable cities requirements.
- j. Develop and maintain the League Master Roster of all teams, players, DLs players. Maintain a current list of all players, and their essential contact information.
- k. Appoint/solicit players to various committees as needed.
- l. Keep accurate records of the proceedings of all meetings of the BOC and managers.
- m. Hold elections of Commissioners.
- n. Conduct monthly meetings.

### 3.3 Election of Commissioners:

- a. Eligibility. In order to be eligible to be elected to the BOC, a player must have no history of disciplinary action taken against him/her in the two-year period preceding the date of the election; and be in an active status.
- b. Candidates: The BOC will solicit candidates. No commissioner shall manage a league team.
- c. Elections. The election shall be held at the monthly meeting no later than 1 month prior to the end of the season. Elections may be by secret ballot. The proposed candidate will be approved by a simple majority of the BOC and managers.
- d. Terms. Commissioners shall be elected to serve a 1 ½ year term. Elections shall occur each season, resulting in overlapping terms in order to provide continued experience. The term of office shall commence the day of the draft for the new season.

3.4 Commissioner Vacancy. If a commissioner cannot or will not complete his elected term, a simple majority vote of the BOC and managers will decide whether to replace him/her for the remainder of their term. The BOC will solicit candidates, if it is determined to fill the vacancy. The proposed candidate will be approved by a simple majority of BOC and managers.

3.5 Removal of Commissioners. A commissioner may be removed from office for violation of COC, and/or failure to perform their duties, by a two-thirds vote of a panel consisting of managers and non-involved commissioners.

## ARTICLE IV – STANDING COMMITTEES AND MANAGERS

4.1 The BOC shall ensure that the following committees are formed, and meet in a timely manner, as required. A Commissioner may be a committee member, but not chair of a committee.

a. Draft Committee –shall be formed each year to develop draft procedures, applicable forms, provide ratings to managers, etc. The Rating Committee will provide the Draft Committee current ratings of players.

b. Rating Committee – duties are:

- shall develop rating procedures,
- collects data from managers on their players,
- provide spreadsheet with name, ratings, and positions to Draft Committee, managers and Commissioners,
- coordinate rating of NPs based on the same rating criteria used for the current draft year,
- other duties as assigned by the BOC.

c. Rules/By-Laws Committee – this committee will review and recommend proposed changes to the league playing rules and By-Laws. Proposed changes to league rules will be forwarded to the Rules Committee for consideration and recommendations. Rule changes will be approved by the BOC and managers.

c.1. The procedure for rule changes or new rules has been determined that the managers or rules committee members will ask the BOC to consider the new rule or rule change. The BOC would then task the rules committee to seek feedback on the proposed rule or change. The Committee would then draft proposed wording for rules or changes that reflect the proposed change. The Rules Committee would then present these options to the managers and BOC at the “rules meeting” or whenever the BOC instructs the committee to present it.

c.2. The rules committee may not change a rule, or change the intent of a rule without being tasked by the BOC {LRP: not sure I agree that the BOC must initiate it} and gaining BOC and manager approval.

c.3. The rules committee however, is tasked with the responsibility to continually review and improve current Bylaws and Local Rules. The Committee is asked to correct all typographic errors, punctuation mistakes, grammar errors, placement or sequencing errors, and wording that is ambiguous that can lead to confusion. The Committee will highlight these and provide corrections. These corrections will be presented to the managers for discussion and a vote for approval.

d. League Expansion/Management Committee – this committee shall develop a long-range expansion plan for the league. Factors to be considered are:

- identify maximum number of teams
- identify available fields
- identify maximum number of players per team.

- establish NPs assignments intervals, i.e. monthly, seasonal, etc.
- review schedules
- review need for divisions
- best time to add new team, i.e. beginning of season, annual, etc.
- review need for waiting list
- present plan to managers and BOC for approval.

4.2 Managers duties. Team managers shall attend managers meetings, provide active player ratings each season per the Player Rating Guidelines to the Rating committee, disseminate information to their players, collect monies, ensure adequate field equipment is available, etc.

a. Assignment of Managers. Manager vacancies for an existing team shall be solicited first from within the team. Volunteers from within the team shall be approved by the managers and BOC. If no team player volunteers, the BOC shall solicit volunteers from the active players in the league. When a new team is formed, the BOC shall solicit volunteers from the active players in the league. The BOC and managers shall approve/appoint new team managers.

b. Removal of Manager. Failure to carry out managerial duties may result in removal by BOC and managers.

## ARTICLE V – BOARD MEETINGS

5.1 Board meetings shall be conducted once a month with the BOC and team managers. A quorum shall consist of two Commissioners and fifty percent of managers. No business shall be conducted in the absence of a quorum. The Commissioners shall call a managers' meeting, if at least, three team managers request a meeting. The BOC Chair shall notify all involved parties within ten days prior to such meeting. If less than three team managers and/or players requests a meeting of the BOC, an "expedited review" meeting of Commissioners may be called and involved parties given five days' notice.

5.2 Voting authority is vested in the managers and the BOC. All decisions will be made by a simple majority of votes by the BOC and managers unless otherwise stated in the by-laws. Tie votes shall be decided by the Commissioners. Board meetings shall be governed by the procedures set forth in Roberts' Rules of Order.

5.3 Absence of Commissioners. For parliamentary purposes only, the Commissioners shall be ranked Chair, Vice-Chair, and Secretary. In the absence of the Chair, the next ranked available Commissioner shall temporarily chair meetings of the Commissioners and Managers. The Chair shall serve for a period of one season.

## ARTICLE VI NON-COMPLIANCE OF PLAYERS AND COMMISSIONERS

6.1 Violations of this document's intent will not be tolerated and will be categorized as either:

a. Minor: Any member while on the field, in the dugout, or in the immediate area of the playing field that uses profanity or abusive language toward another member, or who otherwise violates the COC shall be subject to a warning. The umpire or either team manager shall have the authority to issue such a warning. It is the manager's responsibility to warn a player(s) that persistent or escalated behavior will result in a written report. Note: any player has the right to file an incident report.

b. Major: Continued violations of the COC or instances that escalate to violent arguments, physical contact or gross unsportsmanlike conduct, may be subject to suspension by the BOC. Any member, who regularly violates the rules and regulations or is so disruptive as to embarrass the league or its officers and continues to be confrontational, may be expelled from the league.

6.2 Written notices:

a. Any written report presented to the BOC concerning a violation/incident must be made available to the player(s) involved.

b. Reports and notices shall cause a review by the BOC and/or Ad Hoc committee. The BOC shall ensure explanations and witnesses, as necessary, to evaluate the incident. The involved player(s) shall be given the opportunity to give a statement or provide witnesses to the Ad Hoc Committee.

6.3 Non-Compliance Ad Hoc Committee.

a. The BOC, after initial review of the incident report, may elect to appoint an Ad Hoc (single purpose) committee, to review the incident and report back to the BOC with their findings and recommendations. All decisions will be made by the BOC, not the Ad Hoc Committee.

b. The BOC will select three non-involved player/umpire for the Ad Hoc Committee.

6.4 Penalties.

a. All written documentation will be dated. The duration of the penalty must have a starting and ending effective date. All involved parties shall be provided copies of the decision. The BOC shall keep a record of all decisions. After two years, a player's record will be cleared.

b. Offenses to the COC may require that a person(s) be placed on probation for a specific period of time.

c. The extent of action required may range from suspension to expulsion from the league.

6.5 Suspension of Managers: It is the manager's responsibility to warn his/her player when someone lodges a complaint regarding a player's behavior. A manager may be suspended for not attempting to report unruly conduct (following review by the BOC, assisted by the Ad Hoc Committee if deemed necessary.)

6.6 Appeals. Any affected member of the league may appeal to the BOC within one week of the dated BOC decision.

## ARTICLE VII – AMENDMENTS TO THE BY-LAWS AND RATIFICATION

7.1 Proposals for amendments to these by-laws may be submitted in writing to the BOC by any member of the league. The Commissioners shall forward proposals to the Rules Committee for their review and recommendations. The proposed by-laws amendments shall be sent, in writing, to all Commissioners and team managers at least ten days in advance of a meeting at which they will be considered.

7.2 Proposed amendments shall require a majority vote of the Commissioners and team managers in order to be ratified.

7.3 Amendments to the By-Laws shall become effective immediately upon their being adopted.

To Download a copy of the By-Laws, go to the league website at: [ncseniorsoftball.net](http://ncseniorsoftball.net).