

Article One – Name

This organization shall be known as the Havelock Girls Softball League and may be referred to herein as the “League” or “HGSL.” The League shall operate exclusively under this name unless otherwise authorized by a majority vote of the Board of Directors.

Article Two – Affiliation

A. Charter – HGSL shall annually apply for, obtain, and maintain an active charter with its primary sanctioning organization. The League shall comply with all requirements, rules, reporting obligations, and standards imposed by the chartering organization as a condition of maintaining good standing.

B. Additional Affiliations – Subject to prior approval by the Board of Directors, HGSL may permit individual teams to obtain separate team-level sanctioning with PG, PGF, USA Softball, USSSA, and/or Top Gun Softball for the purpose of participating in sanctioned tournament competition outside of regular HGSL league play. All such teams shall operate under the name “ENC Pride,” shall be officially affiliated with HGSL, and shall remain subject to HGSL governance, policies, disciplinary authority, background check requirements, and Board oversight at all times.

C. Official Rules and Regulations – The official rules and regulations as published by HGSL’s primary chartering organization shall govern all HGSL league play and operations unless otherwise authorized by an approved waiver or local league option permitted by that organization.

D. Current Charter – As of the date of adoption of these By-Laws, HGSL is chartered with Babe Ruth Softball, a division of Babe Ruth League, Inc. HGSL may also maintain additional sanctioning relationships, including USA Softball, USSSA, and/or Top Gun Softball, as approved by the Board of Directors. The Board shall retain authority to modify, add, or discontinue affiliations as deemed in the best interest of the League.

Article Three – Goals and Objectives

This organization is established as a not-for-profit youth sports organization dedicated to providing an organized, instructional, and competitive fast-pitch softball program for female youth participants within the HGSL service area. The League shall operate under a structured and supervised program conducted in accordance with the most current rules, regulations, and safety standards of its primary chartering organization. HGSL shall:

A. Provide age-appropriate instruction by teaching and reinforcing official playing rules and regulations applicable to each division.

B. Promote proper training and physical conditioning through structured warm-up activities and developmentally appropriate strength and fitness instruction.

C. Emphasize correct technique, fundamentals, and skill execution in all instructional settings.

D. Ensure equitable skill development opportunities for all players, regardless of skill level or experience.

E. Foster positive attitudes toward competition, emphasizing effort, improvement, sportsmanship, and respect in both victory and defeat.

F. Instill and reinforce the values of teamwork, good sportsmanship, honesty, accountability, loyalty, courage, and respect for teammates, opponents, officials, and League authority.

G. Maintain a safe, inclusive, and welcoming environment for all participants, spectators, and volunteers, with player safety as a priority.

H. Provide a positive recreational environment that encourages enjoyment of the game, personal growth, and community fellowship.

Article Four – Membership

A. Eligibility for Membership

- (1) Membership eligibility shall be limited to individuals whose participation supports and advances the objectives of HGSL and who meet all requirements set forth in these By-Laws, HGSL Local League Rules, and applicable charter regulations.
- (2) Player and regular members of HGSL shall live within the boundaries established by the BRS District 5 Commissioner per BRS Rules 0.01, #5. The player members must reside within those boundaries established for attendance at Havelock High School by the Craven County School Board, whether or not the player elects to attend said school. Exception: 14U, 16U and 18U members are not subject to the HHS boundary, instead, these player members and their parents/guardians must live within BRS District 5 Boundaries. Boundaries shall be reviewed annually and enforced uniformly.
- (3) A player shall not participate in more than one Babe Ruth District 5 softball program within the same age division during the same season. Any violation shall require the player to immediately select one program. Failure to do so shall result in ineligibility until resolved.

B. Member types

- (1) Player Member - A registered player who meets all age, residency, and eligibility requirements. Player Members shall not possess voting rights or governance authority.
- (2) Regular Member – A parent or legal guardian of a Player Member. Regular Members may participate in League governance, including voting, if in good standing.
- (3) Special Member – An individual approved annually by the Board of Directors who supports the objectives of HGSL. Special Members may participate in governance as authorized by these By-Laws.
- (4) ENC Pride membership - Participation as a player or coach on an ENC Pride team shall require compliance with all HGSL policies, background checks, sanctioning requirements, and approval by the HGSL Board of Directors or its designee. ENC Pride participation does not grant voting rights except on matters directly related to ENC Pride teams.

C. Member Affiliation

Members may participate in other organizations as permitted by the League's primary chartering authority. Dual participation shall be governed by applicable charter rules and HGSL Local League Rules.

D. Membership Term

Membership terms shall run annually from February 1 through January 31 and correspond with League insurance coverage periods.

E. Rules and Regulations

All members are subject to these By-Laws, HGSL Local League Rules, and the rules of the League's chartering organization.

F. Membership Termination

- (1) Membership may be terminated voluntarily by written resignation.
- (2) Membership may be terminated or suspended through disciplinary action in accordance with Article Twelve (12).

G. Member Eligibility for Positions within HGSL

All Officers, Committee Members, Managers, Coaches, and appointed officials must be Regular or Special Members in good standing with HGSL.

H. Background Checks

All Board Members, Managers, Coaches, Volunteers, and any individual with regular or unsupervised access to players shall successfully complete an annual background check approved by HGSL.

Article Five – Board of Directors

A. Board of Directors - The management, control, and oversight of the property, finances, policies, and affairs of HGSL shall be vested in the Board of Directors, hereinafter referred to as the Board. The Board shall consist of elected Officers and appointed Committee Chairs as provided in these By-Laws. All Board Officers are expected to attend all regular and special meetings unless excused for cause. No Board Officer shall simultaneously serve on the governing board of another youth softball or baseball organization that presents a direct conflict of interest in player recruitment, league operations, or governance, unless expressly approved by a two-thirds vote of the Board.

B. Board of Directors Officers –Board Officers must have completed at least six (6) months of Regular or Special Membership in good standing with HGSL prior to assuming office.

C. Term of Office –Board Officers shall be elected by Regular and Special Members at the Annual Meeting of HGSL for a two-year term beginning January 1 and ending December 31. Officer terms shall be staggered to promote continuity. The Board shall establish and maintain a staggered election schedule independent of historical baseline years.

D. Level of Activity - Board Officers are expected to actively perform the duties of their office. If an Officer fails to remain active, the President or Board designee shall provide written notice outlining the deficiency and intent to remove the Officer if not corrected. Such notice shall be provided no less than thirty (30) days prior to Board action.

E. Authority and Duties - Upon establishment of a quorum (see Article 8), the Board, shall exercise decision-making authority as provided in these By-Laws. Unless otherwise specified, actions shall require a two-thirds vote of Board Members present.

F. Vacancies - Any vacancy on the Board shall be filled by a majority vote of the remaining Board Members present at a regular or special meeting where a quorum is established.

G. Board Officers Managing/Coaching – Board Officers may serve as Managers or Coaches only when approved by the Board and when such service does not create a conflict of interest or impair Board duties.

Article Six – Officers and Duties

A President: The President shall:

- (1) Serve as the chief executive officer of HGSL and be responsible for the overall administration and day-to-day operations of the League, including official communications with the Recreation Center/City of Havelock, District 5 Leagues, and the Umpire Booking Agent/UIC.
- (2) Meet all eligibility and bonding requirements as determined by the Board of Directors and any applicable financial institutions.
- (3) Conduct the affairs of HGSL enforce, and carry out policies, resolutions, and directives established by the Board of Directors.
- (4) Ensure that all Board Officers, Committee Members, Managers, Coaches, Volunteers, Player, Regular, and Special Members fulfill their duties and responsibilities in accordance with these By-Laws, HGSL policies, and the rules and regulations of the League’s chartering organization.
- (5) Chair all regular and special board meetings or formally appoint a designee to preside when necessary.

- (6) Recommend the appointment of standing committees or subcommittees as deemed necessary, subject to approval by the Board of Directors.
- (7) Designate in writing any individual authorized to negotiate or execute contracts or leases on behalf of HGSL, provided that both the designee and the contract or lease receive prior approval by the Board of Directors.
- (8) Communicate matters affecting the welfare, risk exposure, and operations of HGSL to the Board and make recommendations in the best interest of the League.
- (9) Receive and investigate complaints, irregularities, or conditions detrimental to HGSL and report findings and recommendations to the Board as circumstances warrant.
- (10) With the assistance of the Vice President, when available, represent HGSL at Babe Ruth District 5 meetings and Havelock Parks and Recreation Department meetings, and provide summaries or minutes of such meetings to the Secretary for inclusion with HGSL records.
- (11) With the assistance of the Secretary, oversee the timely preparation and submission of Charter Continuation and related documentation to the chartering organization in January.
- (12) With the assistance of the Secretary, ensure the preparation of an annual budget for Board approval in January and oversee the proper execution of the approved budget.
- (13) With the assistance of the Fundraising Committee Chairperson and the Vice President, ensure that adequate team sponsorships are secured by March 1.
- (14) With the assistance of the Manager and Coach Coordinator, ensure the recruitment approval of qualified team managers and coaches prior to the start of the season.
- (15) With the assistance of the Player Agent, review registration forms and proof-of-age documentation for each player registrant, certify residence and eligibility prior to tryouts or draft selection, and sign and submit Official Team Rosters to the chartering organization.
- (16) Ensure copies of Official Team Rosters and add/drop forms are filed with the Secretary after submission to the chartering organization and District Commissioner.
- (17) With the assistance of the Vice President, ensure the preparation, submission, and distribution of regular season team schedules.
- (18) With the assistance of the Equipment Manager, ensure the purchase and distribution of regular and tournament season team uniforms and equipment.
- (19) Plan and arrange Opening Day and Closing Day ceremonies and related League events.
- (20) With the assistance of the Managers, Coaches, and Player Agent, ensure the selection and preparation of tournament teams, in accordance with League and charter rules.
- (21) Ensure that the following are presented at the Annual Meeting of HGSL Members:
 - i. A report of the condition of the local league.
 - ii. An annual financial statement and proposed annual budget.
- (22) Turn over all records, materials, and property pertaining to the office of President to the incoming President by December 1 and ensure all other Board Officers do likewise.
- (23) Oversee ENC Pride travel ball teams in accordance with established HGSL requirements and serve as the primary liaison between the HGSL Board of Directors and ENC Pride teams.
- (24) Ensure that all League moneys and securities are properly received, documented, and deposited in a depository approved by the Board, and that all receipts are provided to the League Secretary.

B. Vice President: The Vice President shall:

- (1) Serve as the primary assistant to the President and support the execution of Board-approved policies and League operations.

- (2) Be eligible to be bonded in accordance with League financial and insurance requirements.
- (3) Assume the duties of the President during temporary absence, incapacity, or vacancy of the President in accordance with these By-Laws.
- (4) Assist the Fundraising Committee Chairperson, as requested by the Board, in sponsor outreach and fundraising communications.
- (5) Represent HGSL at District or interlocking league meetings when designated by the President or Board.
- (6) Assist with preparation and distribution of League schedules as directed by the President or Board and perform additional duties as assigned by the Board.
- (7) When acting in the capacity of President, the Vice President shall possess the authority of that office subject to all Board oversight and limitations imposed by these By-Laws.
- (8) A vacancy in the office of Vice President shall be filled in accordance with the vacancy provisions of Article Five (5).
- (9) The Vice President shall not directly handle League funds except as expressly authorized by the Board. All financial transactions shall be processed through the Secretary or designated accounting entity.
- (10) The Vice President shall assist all HGSL Board Members in the performance and execution of their assigned duties, as requested or directed by the Board.

C. Secretary: The Secretary shall:

- (1) Perform the duties specifically set forth in these By-Laws and such additional administrative or financial duties as may be assigned by the Board of Directors.
- (2) Maintain official records of HGSL, including meeting records, correspondence, mailing lists, League documents, contracts, and agreements as provided by the Board or President.
- (3) Maintain accurate and complete financial records documenting all receipts, disbursements, and account balances of HGSL.
- (4) Receive, record, and deposit all League funds into Board-approved financial institutions in accordance with Board policies and internal controls.
- (5) Be eligible to be bonded in accordance with League financial and insurance requirements.
- (6) Coordinate with the Board of Directors regarding administrative and financial expenses related to mailings, official League communications, and League operations.
- (7) Maintain an accurate and current roster of Board Officers, Committee Members, Managers, Coaches, and League Members.
- (8) Schedule and provide written notice of all regular and special meetings of HGSL in accordance with Article Eight (8), with notice provided no less than fourteen (14) days in advance when practicable.
- (9) Record accurate minutes of all regular and special meetings and distribute approved minutes to Board Members in a timely manner.
- (10) Conduct official correspondence related to Board and membership meetings unless otherwise delegated by the Board.
- (11) With the assistance of the President, submit required Accident and Liability Insurance forms and Charter Continuation documentation by deadlines established by the League's chartering organization.
- (12) With the assistance of the President and Player Agent, submit Official Team Rosters and tournament rosters by required deadlines and provide timely notice of roster changes as required.
- (13) With the assistance of the President and the Manager and Coach Coordinator, distribute approved League schedules to umpires, concession coordinators, and applicable facilities or governing entities.

- (14) Provide written notification to members of their election or appointment to Board or committee positions.
- (15) Prepare and present an annual financial report to the Board and membership at the Annual Meeting in accordance with Article Eight (8).
- (16) Prepare required year-end or interim financial reports for submission to governmental or partnering entities, including the Havelock Parks and Recreation Department, by October 1, and present such reports to the Board.
- (17) Ensure preparation and filing of all required IRS tax forms, including Forms 1099, in compliance with applicable laws and regulations.
- (18) The Secretary shall not be an immediate family member of the President or Vice President.

D. Manager and Coach Coordinator: The Manager and Coach Coordinator shall:

- (1) Serve as the primary liaison between Managers, Coaches, and the Board of Directors regarding team operations and coaching matters.
- (2) Assist the President and Board in the recruitment, screening, and recommendation of qualified Managers and Coaches.
- (3) Distribute the HGSL Managers and Coaches Code of Conduct and maintain signed acknowledgments from all Managers and Coaches confirming compliance.
- (4) Coordinate or facilitate required training, certification, and instructional clinics for Managers and Coaches as required by the League, chartering organization, or governing authorities.
- (5) Verify that all Managers and Coaches meet certification and training requirements imposed by the Havelock Parks and Recreation Department.
- (6) Verify that all Managers and Coaches meet certification, background check, and training requirements of the League's chartering organization.
- (7) Assist with preparation and distribution of approved League practice and game schedules to Managers, Coaches, and the Umpire in Charge (UIC) as directed by the Board or President.
- (8) Assist the President and Board with the selection, preparation, and administration of tournament teams in accordance with League policies.
- (9) Serve as an initial point of mediation for issues involving Managers, Coaches, players, and parents, and refer unresolved matters to the Board as appropriate.

E. Player Agent: The Player Agent shall:

- (1) Serve as the primary liaison between the Board of Directors and Player Members and their parents or guardians on matters related to player eligibility and participation.
- (2) Review and verify registration forms, proof-of-age documents, residency, and eligibility of all player registrants prior to drafts, try-outs, or team selection in accordance with chartering organization rules.
- (3) Distribute the HGSL Player Code of Conduct and ensure acknowledgment of receipt and compliance by players and parents or guardians.
- (4) Provide Managers a list of eligible returning players to solidify their "frozen" players.
- (5) Organize and administer the player draft in accordance with HGSL Local League Rules and Board-approved procedures.
- (6) Prepare Official Team Rosters following the draft and submit them to the President for signature and the Secretary for filing and record retention.
- (7) Prepare and submit waiver requests, when applicable, to the President for review and signature and to the Secretary for filing.
- (8) Process and submit all player add/drop transactions to the President and Secretary using approved

forms. No player addition shall be effective until written confirmation is received from the appropriate district authority. Reasons for player removal shall be documented when available.

(9) Assist the President and Board with tournament team selection and preparation, including preparation of rosters, eligibility affidavits, and required consent or medical forms, and submit such documents as required.

(10) Serve as an initial point of contact for player-related concerns involving parents, Managers, or Coaches, and refer unresolved issues to the Board in accordance with League policy.

F. Equipment Manager: The Equipment Manager shall:

(1) Coordinate the identification, ordering, and submission of requests for regular and tournament season uniforms and equipment, subject to Board approval.

(2) Manage the maintenance, distribution, tracking, and collection of League-owned playing equipment assigned to teams.

(3) Distribute appropriate team equipment to Managers following the completion of the player draft.

(4) Collect and inventory all assigned team equipment promptly following each team's final game of the season.

(5) Distribute, collect, and inventory equipment required for tournament play in accordance with League and tournament requirements.

(6) Coordinate with the Safety Officer/Grounds Keeper regarding the ordering, installation, maintenance, and repair of field and facility equipment.

(7) Conduct a comprehensive inventory and condition assessment of all field and playing equipment at the conclusion of each season and submit the report to the President and Secretary.

(8) Work with the Secretary to procure Board-approved equipment and provide budget recommendations for replacement, repair, or safety-related equipment needs.

(9) Accept all equipment donations. on behalf of HGSL. All donated equipment shall become League property and be added to the HGSL equipment inventory to ensure equitable distribution.

G. Parent Advisors: The Parent Advisors shall:

(1) Serve as liaison between parents or guardians and the Board of Directors on matters related to League operations and parent concerns.

(2) Receive parent feedback, concerns, and suggestions and report such matters to the President or Board as appropriate.

(3) Participate in the Parent Advisory Committee when established and perform related duties as assigned by the Board.

(4) The Parent Advisor shall assist the Player Agent in the performance and execution of their assigned duties, as requested or directed by the Board.

H. Sergeant-at-Arms: The Sergeant-at-Arms shall:

(1) Assist the presiding officer in maintaining order and decorum at all Board and membership meetings in accordance with Robert's Rules of Order.

(2) Assist the presiding officer with meeting logistics and procedures when requested.

(3) Support public-facing Board meetings by facilitating orderly participation as directed by the presiding officer.

(4) Monitor conduct during meetings and address disruptions in coordination with the presiding officer.

(5) Ensure meeting spaces are left in an orderly condition following the conclusion of meetings, when applicable.

- I. Safety Officer/Grounds Keeper: The Safety Officer/Grounds Keeper shall:
- (1) Conduct regular safety and facility condition inspections and submit written reports to the President and applicable Parks and Recreation officials in accordance with established schedules.
 - (2) Coordinate with Parks and Recreation officials and approved personnel to ensure proper maintenance of facilities utilized by HGSL.
 - (3) Work in coordination with the Parks and Recreation Department to ensure playing fields and facilities are maintained in a safe and playable condition, including field surfaces, markings, dugouts, scoreboards, and related equipment.
 - (4) Identify safety-related equipment needs and provide recommendations to the Equipment Manager and Secretary. Coordinate installation, inspection, and maintenance of field and facility equipment to ensure player and spectator safety.
- J. Concessions Committee Chairperson: The Concessions Committee Chairperson shall:
- (1) Be appointed in writing by the Board of Directors in accordance with Article Seven (7).
 - (2) Chair and coordinate the activities of the HGSL Concessions Committee.
 - (3) Coordinate concession operations in accordance with contracts or agreements approved by the Board of Directors. The Concessions Committee Chairperson shall not independently execute contracts on behalf of HGSL.
 - (4) Coordinate staffing schedules to ensure adequate coverage of concession operations during League events.
 - (5) Review and reconcile concession sales reports or receipts in coordination with the President and the Secretary, and address discrepancies as necessary.
 - (6) Provide regular reports to the Board detailing concession operations, staffing schedules, and financial summaries.
- K. Fundraising Committee Chairperson: The Fundraising Committee Chairperson shall:
- (1) Be appointed in writing by the Board of Directors in accordance with Article Seven (7).
 - (2) Chair and coordinate the activities of the HGSL Fundraising Committee.
 - (3) Plan, coordinate, and execute Board-approved fundraising activities and sponsor solicitation efforts on behalf of HGSL.
 - (4) Work in coordination with the President and Vice President to secure adequate team sponsorships in accordance with League timelines established by the Board.
 - (5) Develop and propose fundraising initiatives to the Board and conduct approved fundraising activities throughout the year for the benefit of HGSL.
 - (6) Provide regular reports to the Secretary and the Board detailing fundraising activities, revenues, and expenses in accordance with League financial controls.

Article Seven – Committees

- A. Nominating Committee –The Board of Directors may appoint a Nominating Committee consisting of the Vice President, Secretary, and Sergeant-at-Arms. The Committee shall identify, review, and recommend eligible candidates for Board officer and committee positions and present a proposed slate at the Annual Meeting of HGSL Members. The Committee shall verify that all nominees are members in good standing with HGSL. All committees shall be established, modified, or dissolved by Board action and confirmed by written appointment issued by the President. Written notice of committee appointments or removals shall be provided to affected members and the Secretary. Copies shall be provided to Parks and Recreation when required.

- B. Membership Committee – The Board may appoint a Membership Committee consisting of the Vice President, Manager and Coach Coordinator and Player Agent. The committee shall review applications for special membership, verify eligibility and good standing, and forward qualified candidates to the Board of Directors for final approval.
- C. Fundraising Committee – The Board may appoint a Fundraising Committee consisting of the Fundraising Committee Chairperson, the Secretary, and additional members as approved by the Board. The Committee shall coordinate and conduct Board-approved fundraising activities in support of HGSL operations under the direction of the Fundraising Committee Chairperson.
- D. Concessions Committee – The Board may appoint a concessions committee consisting of the Concessions Committee Chairperson and one or more additional members as approved by the Board. The Committee shall oversee concession operations in accordance with Board-approved agreements. A Concession Scheduler may be designated to coordinate staffing assignments and coverage during League events.
- E. Parent Advisory Committee – The Board may appoint a Parent Advisory Committee consisting of the Sergeant-at-Arms, Player Agent and the Parent Advisors from each age division. The committee shall be responsible for soliciting ideas for the betterment of the league, investigating such ideas and presenting the results of such investigations to the President or Vice President. The committee will investigate any and all complaints brought forward by parents and forward the results of such investigation to the Board. The Committee shall not exercise disciplinary authority.
- F. Protest Committee – The Board may appoint a Protest Committee consisting of the President or his designee, the Manager and Coach Coordinator (unless conflicted), and at least one additional impartial member. The Committee shall review and make recommendations regarding formal protests in accordance with Article Twelve(12).

Article Eight – HGSL Meetings

- A. HGSL Meeting – An HGSL Meeting shall be defined as a duly announced gathering of HGSL members conducted with the presence of required Board Officers. All meetings shall be open to HGSL members and the public unless designated as Special or Closed Meetings in accordance with these By-Laws. A quorum must be established before any official business may be conducted.
- B. Meeting announcement – All HGSL meetings shall be announced in advance by the Secretary. Notices shall be provided no less than twenty-four (24) hours prior to the scheduled meeting by electronic communication, posting, or other reasonable means approved by the Board. Meeting notices shall include the meeting agenda or subject matter.
- C. Quorum – A quorum shall consist of the President or designee and a majority of the Board Officers. Board Officers may participate by electronic means when permitted, provided their participation is verifiable. No business shall be conducted without an established quorum.
- D. Voting – Only active regular and special members, in good standing shall be entitled to vote at HGSL meetings. Except where otherwise specified in these By-Laws, actions shall require a two-thirds (2/3) vote of eligible members present. Annual elections and Board vacancy votes shall require a simple majority. Proxy or written votes may be accepted only when expressly authorized by the Board. Only one (1) vote per family shall be permitted.
- E. Rules of order - Meetings shall be conducted in accordance with Robert’s Rules of Order, except where inconsistent with these By-Laws or Board-adopted procedures.
- F. Annual meeting – The Annual Meeting of HGSL Members shall be held annually at a time designated by the Board for the purpose of electing officers, reviewing the condition of HGSL, and conducting other required business. Reports and proposed budgets shall be presented and recorded with the meeting minutes.

- G. Regular Meetings – The Board shall hold regular meetings throughout the year to conduct League business. Meeting schedules may be adjusted by the Board provided that meetings occur at reasonable intervals.
- H. Special Meetings – Special meetings may be called by the President or a majority of the Board Officers. Notice shall be provided at least twenty-four (24) hours in advance and shall state the purpose of the meeting. Only business stated in the notice may be conducted.
- I. Closed Meetings - Closed meetings may be convened by the President or Board to address sensitive matters including personnel, discipline, legal issues, drafts, or other confidential matters. Attendance shall be limited to Board Officers and authorized individuals.

Article Nine – Managers and Coaches Managers and Coaches shall:

- A. Be at least eighteen (18) years of age.
- B. Exemplify high moral character, professionalism, leadership, and adhere to strong ethical and integrity standards.
- C. Comply with all rules and regulations of the League’s chartering organization, the HGSL Managers and Coaches Code of Conduct, and the HGSL Local League Rules. See Appendices A, B and C.
- D. Be approved by a two-thirds (2/3) vote of the Board of Directors.
- E. Complete all certification, training, and education requirements mandated by the League’s chartering organization.
- F. Schedule all practices in accordance with League procedures established by the Board or President to ensure facility availability. Practices not properly scheduled shall not be considered HGSL-sanctioned events.
- G. Submit an annual volunteer application and comply with background check requirements for approval as a Manager or Coach.
- H. Ensure that only properly rostered and approved Coaches with current background checks are permitted on the field or in team dugouts during games.
- I. Adhere to chartering organization limits regarding the maximum number of rostered Coaches permitted per team.
- J. Ensure that any individual assisting with practices or team activities has been approved by the Board of Directors and has a current background check on file.

Article Ten – Rules and Regulations

HGSL shall operate in accordance with the current Babe Ruth Softball Rules and Regulations as published annually by Babe Ruth League, Inc. HGSL may adopt Local League Options and HGSL Local League Rules as permitted by the chartering organization and approved by the Board of Directors. HGSL Local League Rules shall not supersede or conflict with chartering organization rules unless an approved waiver is obtained.

- A. Local League Options, As permitted under Babe Ruth Softball Rules.
 - (1) Dual Participation Governed in accordance with Article Four of these By-Laws and applicable chartering organization rules.
 - (2) Entry of Players – Governed by the HGSL Local League Rules as adopted by the Board.
 - (3) Minor League Participation – Governed by the HGSL Local League Rules.
 - (4) Limitations – Governed by the HGSL Local League Rules for applicable age divisions.
 - (5) Pitching Distances – Governed by the HGSL Local League Rules for applicable age divisions.
 - (6) Base Running Rules – Governed by the HGSL Local League Rules for applicable age divisions.
 - (7) Run Rules – Governed by the HGSL Local League Rules.

(8) Governed by the HGSL Local League Rules.

(9) Extra Hitter - Governed by the HGSL Local League Rules.

(10) Rookie League Rules - Governed by Babe Ruth Softball Minor League Rules and applicable HGSL Local League Rules.

B. HGSL Local League Rules: The HGSL Local League Rules shall be maintained as a separate document and adopted, amended, or repealed by Board action in accordance with these By-Laws. Such rules shall be made available to members.

Article Eleven – Finances

A. Non-Profit Organization – HGSL shall be operated exclusively as a nonprofit organization. No Officer, Director, or volunteer shall receive personal financial benefit from League activities except for reimbursement of approved expenses. Responsibility for maintaining nonprofit status and related filings shall rest with the Board of Directors.

B. Authority – The Board of Directors shall have sole authority over all financial matters of HGSL and shall ensure expenditures are made equitably and in furtherance of League purposes.

C. Income – All income and donations shall be directed to the common treasury of HGSL. Funds shall not be solicited or held in the name of any team or individual except as expressly permitted by Board policy.

D. All funds received by or on behalf of HGSL shall be deposited into Board-approved League accounts. Limited team fundraising exceptions for post-district tournament play may be authorized by Board policy and shall be subject to Secretary oversight and documentation.

E. Expenditures - League funds shall be disbursed only for HGSL purposes in accordance with Board-approved budgets and policies. Disbursements shall require Board approval and shall be processed through authorized financial controls.

F. Fiscal Year – The fiscal year of HGSL shall be January 1st through December 31st.

G. Bank Accounts – The President, Vice President and Secretary will be listed on the account. Board-approved signatories shall be designated on all HGSL financial accounts. Electronic transfers shall be restricted to League-owned accounts unless expressly approved by the Board.

H. Debit Cards – There shall only be 1 debit card allowed per HGSL entity if required and will be maintained by the President. The issuance and use of debit cards shall be strictly limited and subject to Board approval and financial controls.

I. Dissolution – Upon dissolution of HGSL, all debts and obligations shall be satisfied. Remaining assets shall be distributed to organizations with similar charitable purposes qualifying under Section 501(c)(3) of the Internal Revenue Code.

J. Sponsors – Sponsorships shall be governed by Board-approved policies consistent with chartering organization rules. Sponsors shall have no operational authority, and all donations shall become the property of HGSL. Sponsors may be solicited by HGSL as a means of assisting to underwrite the cost of running HGSL. Team names and uniform branding shall be subject to Board approval and applicable charter rules.

Article 12 – Complaints, Protests, and Disciplinary Actions

A. Complaints – Any person wishing to file a complaint shall complete an official HGSL complaint form and submit it to the President or any member of the Board of Directors. The Board of Directors shall determine whether the complaint warrants a special meeting or may be addressed at the next regularly scheduled Board meeting. The individual filing the complaint shall receive a written response outlining any decision, finding, or

action taken within thirty (30) calendar days of submission. All written complaints, supporting documentation, and determinations shall be maintained by the Secretary with the official minutes and records of the applicable meeting.

B. Game Protests and Ejection/Removals

1. Protests

a. When to File: Managers must declare the protest with the Umpire at the time the play under protest occurs and before the next pitch is made or a runner is retired, per BRS Rule 4.19.

b. What Can Be Protested: A protest may be filed regarding interpretations of the rules and/or the eligibility of a player. Judgment decisions by the Umpire are not subject to protest.. A Manager may request the clarification of a judgment decision, however, the Umpire's ruling shall be final.

c. Formal Protests: If the issue is not resolved on the field, the Manager shall submit a formal written protest using the HGSL complaint form to the Board within twenty-four (24) hours of the game. The protest may be reviewed by the Board or by a Protest Committee appointed by the President with Board approval.

d. Valid Protests: If the protest is determined by the Board or Protest Committee to be valid, the Board or Protest Committee shall determine the appropriate corrective action. A game shall not be replayed unless the Board or Committee determines that the violation materially and adversely affected the protesting team's opportunity to win, consistent with BRS Rule 4.19. Any Manager found to have knowingly violated a rule or knowingly played an ineligible player shall be subject to disciplinary action pursuant to Article 12D.

e. Decisions: The decision of the Board of Directors or duly appointed Protest Committee shall be final and binding.

C. Ejection / Removal Policy

1. Application – This policy applies to all persons involved in HGSL, including players, Managers, Coaches, Board Officers, volunteers, parents/guardians, and spectators. Any behavior or conduct deemed detrimental to the safety, integrity, or reputation of HGSL shall result in immediate ejection or removal from the game site and may result in further disciplinary action by the Board of Directors.

2. Umpire Authority – The Umpire In Charge (UIC) shall have full authority to enforce all playing rules and penalties in accordance with BRS Rule 9, including the immediate ejection or removal of any individual for misconduct.

NOTE: Any person who is ejected, removed, or suspended shall not be present at any HGSL-sanctioned activity during the period of removal or suspension. Ejections issued by the UIC during a game are not subject to appeal; however, factual errors may be reviewed by the Board.

D. Offenses:-An offense is any act or omission that materially disrupts, undermines, or is contrary to the goals, purposes, safety, integrity, or reputation of HGSL. The Board of Directors has the authority to initiate disciplinary measures, including censure, probation, suspension, or expulsion of members. The Board of Directors may expel a member for serious misconduct or dishonesty by a two-thirds (2/3) vote of those present once a quorum is established. If the Board of Directors determines that a member has committed any of the following offenses; the Board shall consider whether disciplinary action under this Article is warranted.

1. Failing to submit required reports, documentation, or data as required by HGSL policies, rules, or By-Laws.

2. Submitting false, misleading, or fraudulent information or documentation to HGSL.

3. Refusing to allow an authorized auditor or agent of HGSL full access to records as provided by these By-Laws.
4. Failing to pay dues, fees, or other financial obligations owed to HGSL, including but not limited to registration fees, charter fees, insurance, umpire fees, or recreation fees, by the established deadlines.
5. Violating any provision of the HGSL By-Laws, Local League Rules, or Board-adopted policies.
6. Violating any written agreement, contract, or binding vote entered into with or adopted by HGSL.
7. Engaging in dishonest, fraudulent, unethical, or dishonorable conduct in dealings with or on behalf of HGSL.
8. Misappropriation, unauthorized expenditure, or unethical use of HGSL funds or assets.
9. Unauthorized execution or signing of contracts, agreements, or commitments on behalf of HGSL.
10. Knowingly making false or defamatory statements that harm the reputation of HGSL or its Board Officers, members, volunteers, Managers, or Coaches.
11. Any other act or omission deemed by the Board of Directors to be materially detrimental to the interests, safety, or welfare of HGSL.

NOTE: Any Board Officer or member expelled pursuant to this Article shall be deemed not in good standing with HGSL. Any person not in good standing with HGSL shall have no rights, duties, or authority in the management of the affairs or property of HGSL.

E. Disciplinary Action Procedures

1. A special meeting shall be called upon receipt of a written complaint, written protest, or written report of an ejection submitted to a Board Officer when disciplinary action may be required. Reports shall be submitted within forty-eight (48) hours of the incident, except that umpires shall submit written reports within twenty-four (24) hours.
2. The member involved shall be notified in writing of the date, time, and location of the meeting, informed of the general nature of the allegations, and given the opportunity to respond and present information in their defense.
 - a. If the matter involves a player member, the Board shall also notify the player's parent or legal guardian and the team Manager.
 - b. The team Manager may appear in an advisory capacity for the player member unless the Manager is also involved in the matter, in which case a team Coach shall be notified to serve in that role.
3. In the event a dispute, protest, or disciplinary matter involves a team managed or coached by a Board Officer, that Board Officer shall abstain from deliberation and voting on the matter, except to clarify facts when requested, to ensure objectivity. If necessary to establish a quorum, the President may appoint temporary, non-voting representatives for that meeting only.
4. The Board of Directors shall determine the appropriate disciplinary action and vote to enact it. If misconduct is committed by a Board Officer, the Board may request the submission of a written resignation. Disciplinary actions may carry over from season to season when deemed appropriate by the Board.

Article Thirteen – Amendments

These By-Laws may be amended, repealed, or altered in whole or in part by a two-thirds (2/3) vote of the eligible voting

members present at a duly noticed meeting. Notice of the proposed amendment shall be included in the meeting notice and agenda prior to the meeting.

Appendix A

Game Conduct Responsibilities

In regard to the game:

- Be knowledgeable of and teach the rules of the game in both letter and spirit, in accordance with the chartering organization's rules.
- Adhere to approved schedules for practices and games, including the use of fields, batting cages, and specialized equipment, so as not to interfere with other teams.
- Ensure that only properly registered and eligible players participate in HGSL games.
- Accept and support the decisions of game officials in a respectful manner, recognizing their authority and judgment.
- Promote and support appropriate conduct by players, parents, and spectators in coordination with game officials.
- Remove any participant from play if there is concern for injury or health until appropriate medical evaluation is obtained.
- Refrain from verbal or non-verbal criticism of opposing teams, players, coaches, managers, parents, or spectators.
- Model sportsmanship by respectfully acknowledging umpires and opposing coaches before and after contests when appropriate.
- Emphasize effort, teamwork, skill development, and sportsmanship over game outcomes.
- Demonstrate humility in victory and respect in defeat.
- Encourage participants and spectators to uphold sportsmanship as a priority.
- Comply with all applicable chartering organization rules related to game conduct and safety.

In regard to general conduct:

- Ensure that all team activities promote positive character development, life skills, and the mental and physical well-being of participants.
- Maintain self-control at all times and serve as a positive role model for players, parents, and spectators.
- Respond appropriately in all situations, recognizing that a Manager's or Coach's conduct directly influences player behavior and development.
- Prohibit and actively discourage profanity, obscene language or gestures, threats, or acts of violence toward any participant, official, or spectator.
- Refrain from the use of tobacco products, vaping devices, alcohol, or controlled substances in dugouts, on playing fields, in bleachers, or at any HGSL-sanctioned event where minors are present, in accordance with chartering organization rules.
- Comply with all applicable chartering organization rules governing conduct, sportsmanship, and game management.

In regard to the athletes' parents/guardians:

- Communicate League expectations, policies, and standards of conduct to parents or legal guardians at the beginning of the season.
- Reinforce that parent and spectator conduct directly impacts the experience, safety, and sportsmanship of HGSL events.
- Encourage parents or guardians to assist with maintaining clean and orderly player and spectator areas following games and events.
- Provide general explanations of game rules, League policies, and sportsmanship expectations as appropriate.
- Coordinate parent or guardian volunteers for team support roles such as scorekeeping or team coordination, subject to League approval requirements.

Havelock Girls Softball League

Code of Conduct Agreement for Players

I pledge to provide a positive attitude and be responsible for my participation in the HGSL by following this Code of Conduct agreement.

- I agree to attend and participate in all scheduled practices and games when realistically possible
- I agree to always practice good sportsmanship, whether I win or lose, and to never give up.
- I agree to recognize my coach's authority and will communicate positively with my coach and teammates.
- I agree to treat fellow players, opponents, fans, and umpires with respect at all times.
- I agree to exercise self-control, refraining from foul and derogatory language and setting a positive example for others to follow.
- I agree to support and encourage my teammates and to always try my best and keep a positive attitude.
- I will never throw a bat or any other equipment.
- I agree to be aware of safety and will follow team and league rules to ensure safe and fun play.

My signature below verifies that I have read, understand and agree to abide by this Player's Code of Conduct Agreement. Failure to comply with the above agreement may result in consequences that include removal from practices/games, suspension, and/or removal from the HGSL.

Player's signature: _____ Date: _____

Parent's printed name: _____

Parent's signature: _____

HGSL Parent Code of Conduct

Havelock Softball plays an important role in promoting the physical, social and emotional development of children. It is therefore essential for parents, coaches and officials to encourage youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in youth sports events should be models of good sportsmanship and should lead by example by demonstrating fairness, respect and self-control.

I therefore pledge to be responsible for my words and actions while attending, coaching, officiating or participating in a HGSL youth sports event and shall conform my behavior to the following code of conduct:

1. I will not engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
2. I will not encourage my child, or any other person, to engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
3. I will not engage in any behavior which would endanger the health, safety or well-being of any coach, parent, player, participant, official or any other attendee
4. I will not encourage my child, or any other person, to engage in any behavior which would endanger the health, safety or well-being of any coach, parent, player, participant, official or any other attendee.
5. I will not use drugs or alcohol while at a youth sports event and will not attend, coach, officiate or participate in a youth sports event while under the influence of drugs or alcohol.
6. I will not permit my child, or encourage any other person, to use drugs or alcohol at a youth sports event and will not permit my child, or encourage any other person, to attend, coach, officiate or participate in a youth sports event while under the influence of drugs or alcohol.
7. I will not engage in the use of profanity.
8. I will not encourage my child, or any other person, to engage in the use of profanity.
9. I will treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
10. I will encourage my child to treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
11. I will not engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
12. I will not encourage my child, or any other person, to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
13. I will not initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
14. I will not encourage my child, or any other person, to initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.

Child's Name: _____ Date: _____

Signature: _____ Print Name: _____

APPENDIX B
Havelock Girls Softball League
Local League Rules

1. Rules: The official rules and regulations as published by league's chartering organization, as supplemented by these Local League Rules, shall govern all HGSL activities. These Local League Rules shall not supersede or conflict with the rules, regulations, or policies of the chartering organization.

2. Registration

A. Period – Registration shall occur annually during the months of January, February, and March and extend through the scheduled tryout/draft day. The registration period may be extended by the President with Board notification.

B. Fees – The player registration fees shall be reviewed and established annually by the Board of Directors and shall include accident and liability insurance coverage. Registration fees shall be paid at the time of registration and no later than the draft date unless otherwise approved by the Board.

C. Advertising – The President shall ensure that HGSL registration is advertised annually through appropriate methods, which may include school flyers, local media, banners, and electronic communications, during the months preceding registration.

D. Player Eligibility – Player eligibility requirements are governed by Article Four (4) of the HGSL By-Laws.

E. Late Registrants – No player shall be permitted to register with HGSL after the conclusion of scheduled registration and tryouts unless expressly approved by the Board of Directors.

3. Tryouts

A. Dates – The Player Agent shall schedule and conduct tryout sessions for all properly registered players approximately one month prior to the start of the regular season.

B. Registrants List –The Player Agent shall provide Managers with an official list of registered players prior to tryout and draft activities.

C. Registrant Actions – Every properly registered player shall:

D. Participate in tryouts organized by age bracket, with scheduled times staggered as determined by the Player Agent.

E. Demonstrate skills in fielding, throwing, batting, and base running as part of the tryout evaluation.

F. Be evaluated by Player Agent, Coach Coordinator, and Team Manager of the applicable age bracket using criteria established by the League.

G. Be subject to selection through a closed draft session conducted by the Player Agent and Managers in accordance with HGSL rules.

4. Selection of Players for the Draft

A. Preliminaries

1. Age Brackets and Selection

a. Natural Age Bracket – Each registrant shall be assigned to an age bracket based on League age as determined by BRS Rule 0.02 #2, unless otherwise approved under these Local League Rules.

- b. Playing Outside the Natural Age Bracket for Regular Season Play – Placement above a player’s natural age bracket may occur only with approval of the President, Vice President, and Player Agent and documented parent or guardian consent.
- c. Double Rostering for Regular Season Play – Double rostering is permitted only on a case-by-case basis with approval of the President, Vice President, and Player Agent and shall be documented prior to the draft.
- d. Age Bracket Expansions – If HGSL establishes an additional age bracket, all affected players shall enter the draft for that age bracket unless otherwise approved by the Board of Directors.
- e. Players Equipment – Safety equipment requirements shall comply with HGSL safety policies and BRS rules, including required protective masks where applicable.
- f. Non Players – Only players officially registered with HGSL may participate in practices or games due to safety and liability requirements.

2. Team Composition

- a. Players Per Team Ranges – The Board of Directors shall establish minimum and maximum roster sizes for each age bracket prior to the draft, consistent with BRS Rule 0.05.
- b. Team Size – Prior to draft day, the Board shall determine the number of teams and the target roster size for each age bracket based on total registered players.
- c. Notification – Managers shall be notified of all roster composition requirements prior to the draft.

3. The Draft Setup

- a. Draft Rounds - Once the team size is established, the number of draft rounds will be determined. This number is determined by looking at the team (in that age bracket) with the least returning total players and subtracting that number from the total number of players per team. This number is the number of draft rounds.
- b. Draft Day – The draft shall be conducted following the completion of each age bracket tryout session.
- c. Coordinator – The Player Agent shall administer the draft and shall not act in a Manager or Coach capacity during the draft.
- d. Start Time – A brief interval following tryouts shall be provided to allow Managers to review evaluation data prior to the start of the draft.
- e. The Player Agent shall provide informational data to Managers for draft preparation to include list of frozen players, Identified pitchers, catchers and manager frozen players.

5. DRAFT FORMAT

DRAFT FORMAT AND ELIGIBILITY - To establish a fair, transparent, and consistent process for player retention and drafting that promotes competitive balance, player development, and consideration of family logistics within the League. All teams within an age bracket shall participate in the draft.

A. Coach Player Freeze (Retention)

1. Freeze Allowance

Each Manager may retain (“freeze”) up to six (6) players or 50% of upcoming season roster size (which ever is lower) from the prior season’s roster whom they previously coached.

2. Eligibility

- a. Only players who were listed on the Manager’s official roster during the immediately preceding season are eligible to be frozen.
- b. If an Assistant Coach is promoted to Manager due to a vacancy, they may freeze players provided they were a rostered Assistant Coach on that same team during the previous season.
- c. A Manager may choose to freeze fewer than six (6) players at their discretion.

3. Effect of Freeze

Players properly frozen under this section shall not be placed into the draft pool and shall be assigned to the coach’s team for the upcoming season.

4. Manager and coaches rostered children will be considered “frozen”.

5. Managers must submit their “frozen” player selections to Player Agent in writing prior to proposed draft date.

B. Parent/Guardian Approval

1. Required Consent

Written approval from a player’s parent or legal guardian is required for any player to be frozen.

2. Acknowledgment -The approval shall acknowledge that:

- a. The player will not be draft-eligible, and
- b. The player will remain assigned to the designated Manager/team.

3. Failure to Approve

If parent or guardian approval is not received by the deadline established by the League, the player shall be placed into the draft pool.

C. Board-Approved Special Circumstances

1. Authority - The League Board of Directors reserves the authority to approve exceptions or accommodations related to player placement for special circumstances.

2. Special Circumstances Defined - Special circumstances may include, but are not limited to:

- a. Verified carpooling or transportation arrangements
- b. Sibling transportation considerations across divisions
- c. Single-parent households or documented hardship situations
- d. Safety, geographic, or logistical concerns

3. Approval Process

- a. Requests must be submitted in writing prior to the draft.
- b. The Board shall review requests confidentially.
- c. Board decisions shall be final and documented.

D. Draft Pool Composition - The draft pool shall consist of:

1. All new player registrations
2. All returning players not frozen under Section A
3. Returning players whose parents did not approve a freeze
4. Any players placed into the draft pool by Board action

E. Draft Order and Format

1. Draft Order Determination - Draft order shall be determined by a method approved by the Board of Directors.
2. Draft Format - The draft shall be conducted using a snake draft format unless otherwise approved by the Board.
3. Competitive Balance Adjustments to promote parity:
 - a. Teams with a greater number of frozen players may draft later
 - b. Teams with fewer frozen players may draft earlier
 - c. The Board may adjust draft positions to address roster imbalance (i.e. pitchers and catchers)

F. Draft Execution

1. Managers must be present or designate a proxy approved by the Board.
2. Draft selections are final once announced and recorded.
3. Trading of draft picks is authorized subject to approval of the Board.

G. Late Registrations - Players registering after the completion of the draft shall be assigned by the Board in a manner that promotes competitive balance and roster equity.

H. Appeals and Disputes

1. Any appeal related to player placement or draft procedures must be submitted in writing.
2. The Board shall review and rule on all appeals.
3. Board decisions under these By-Laws are final.

6. Procedures After the Draft Selections

- A. Records – All freeze approvals, special circumstance determinations, draft orders, and final rosters shall be retained as League records.
- B. Notification – Within seven (7) days of draft completion, Managers or Coaches shall notify all selected players of team assignments, meetings, and practice schedules.
- C. Supplemental Draft – Supplemental draft may be conducted if necessary to place late-registered players. Late registrants shall be evaluated and assigned through a supplemental draft using the same snake draft order, beginning where the original draft concluded, unless otherwise approved by the Board.
- D. Team Rosters – Managers shall submit completed team rosters to the Player Agent for submission to the President within seven (7) days of draft completion. Rosters shall include required player identification (Name, Age, Phone Number, Address) and eligibility information as prescribed by HGSL and the chartering organization. No games or practices shall be conducted until rosters are approved and submitted.

7. Coaches Education

All Managers and Coaches shall complete the Babe Ruth Softball Coaches Certification program in accordance with BRS

requirements. Certification shall be completed no later than June 1 of the current season and is strongly encouraged prior to the commencement of team practices. Proof of completion shall be provided to the League prior to participation in games or practices. Approved certification programs and access information shall be communicated annually by the League. The course is available at <http://www.baberuthcoaching.org/>

8. Official Game

A. Game Preliminaries

1. Uniforms and Equipment –shall provide all required team equipment and uniforms. All league-issued and personally owned equipment shall meet or exceed current NOCSAE, Babe Ruth Softball, and applicable safety standards. Batting helmets must include approved face protection. All pitchers in all age divisions and all infielders in 12U and below shall wear approved face protection during games and practices without exception. HGSL shall provide official game softballs in accordance with BRS rules.
2. Game Cancellations – Game cancellations shall be communicated no later than ninety (90) minutes prior to scheduled game time. The home team Manager shall notify the visiting team, assigned umpire(s), and the League President or designee. Failure to notify umpires within this timeframe may result in partial umpire compensation as required by policy.
3. Field Preparation –The home team Manager shall ensure the field is properly prepared prior to play, including:
 - a. Verifying field conditions are safe and playable.
 - b. Removing standing water where possible.
 - c. Properly lining the field in accordance with league standards.
 - d. Unplayable Fields – If field conditions are deemed unsafe, the home team Manager shall cancel the game in coordination with the League President or designee.

B. Scorekeeping

The home team shall maintain the official scorebook for each game. At the conclusion of the game, the official scorebook shall be verified and signed by an umpire. Accurate scorekeeping is required for standings, records, and tournament eligibility determination.

C. Home/Visitor Dugouts – The home team will reside in the third base dugout. shall occupy the third base dugout unless field conditions or League direction require otherwise.

D. Playing the Game

1. Player Conduct –Managers and Coaches are responsible for maintaining proper conduct and control of their players at all times. Players shall remain in their designated dugout area unless participating in the game or granted permission by a Manager, Coach, or umpire, in accordance with BRS Rules 3.09 and 3.17.
2. Team Composition for Play – A team must begin and complete a game with a minimum of nine (9) eligible players in accordance with BRS Rule 4.17. Failure to meet this requirement shall result in forfeiture unless otherwise permitted by BRS rules.
3. Pitchers
 - a. Eligibility – Any eligible player listed on a team’s official roster may pitch, subject to applicable BRS and HGSL pitching rules.

b. Pitching Limits

- i. Pitching limits for regular season play shall be governed by current Babe Ruth Softball rules applicable to each age division.
- ii. Tournament pitching limits shall be governed by BRS Rule 11.05 and any applicable tournament-specific regulations.
- iii. The 16U League shall have no regular season pitching limits where permitted by BRS Local League Options.
- iv. Pitching Distances – Pitching distances shall be set in accordance with BRS Local League Options and age-division standards, including but not limited to 35 feet for 8U/10U, 40 feet for 12U, and 43 feet for 14U and above.
- v. Balk Pitches –Umpires shall enforce balk rules in accordance with BRS rules. At the umpire’s discretion, instructional warnings may be issued prior to enforcement, after which balks shall result in advancement of runners.

4. Extra Hitter Option - The Extra Hitter (EH) option shall be permitted in accordance with BRS Local League Options and applicable age-division rules.

5. Re-entry of Used Player - Re-entry of players shall be permitted in accordance with BRS Local League Options and applicable age-division rules.

6. Courtesy Runner – A courtesy runner may be used for the pitcher and/or catcher to expedite play, in accordance with BRS rules. The courtesy runner shall be a rostered player not currently in the game, or if none is available, the most recent out. Courtesy runner usage shall be limited per inning as prescribed by BRS Rule 2.00.

7. Base Running – HGSL shall not adopt the Exception to Rule 7.13 for regular season play, in accordance with BRS Local League Options.

8. Mercy Rule - For 8U and 10U divisions, a six (6) run limit shall be enforced to promote player development and game flow. Upon reaching the maximum number of runs in an inning, play shall conclude at the natural stoppage and teams shall switch offense and defense, regardless of the number of outs. If a batted ball or error results in additional runners scoring before play is stopped, all such runs shall count.

9. 8U Age Bracket Playing Rules – In the absence of national Babe Ruth rules for 8U play, HGSL shall adopt and enforce the Southeast Region 8U Rookie Babe Ruth Invitational Tournament Rules, in addition to these Local League Rules, for regular season play. See Appendix C.

10. 6U Age Bracket Playing Rules – The 6U division shall follow the applicable District 5 6U tournament playing rules for regular season play.

9. Ending a Game

A. Suspended Games

1. Suspended games shall be governed by BRS Rules 4.10(e) and 4.12.

2. If a suspended game is not completed by the end of the regular season and does not impact league standings, the game shall be recorded with the score reverted to the last fully completed inning.

Exception: If play is suspended during the bottom half of an inning and the home team has tied or taken the lead, the score shall stand as played.

B. Time Limits

1. For 8U and 10U games, no new inning shall begin after one hour and thirty (1:30) minutes of elapsed game time.
2. For 12U, 14U, 16U, and 18U games, no new inning shall begin after one hour and thirty (1:30) minutes, in accordance with BRS Local League Options.
3. Double Headers – A minimum fifteen (15) minute interval shall occur between games. For 12U double headers, an official game shall consist of four (4) innings. For 16U and 18U double headers, an official game shall consist of five (5) innings. Each game shall be subject to a one hour and thirty (1:30) minute time limit, with no new inning starting after one hour and twenty (1:20) minutes.

C. Ten (10) Run Rule – The ten-run rule shall be in effect in accordance with BRS Local League Options and applicable age-division rules.

D. Make-Up Games - Make-up games shall be scheduled by the League at a mutually available date and time, subject to field and umpire availability.

10. Post-Game Responsibilities – Field Maintenance

After each practice and game, Managers and Coaches shall ensure the playing field and surrounding areas are left in a clean and safe condition, including:

- A. Cleaning dugouts and removing trash from spectator areas.
- B. Dragging or raking infield surfaces and base paths.
- C. Reconditioning pitching circles, batter's boxes, and catcher's boxes as necessary.
- D. Maintaining bullpen areas as required.

11. Standings

- A. League standings for each age bracket shall be determined by winning percentage in regular-season intraleague play. Interlocking league games shall not count toward league standings. The team with the highest winning percentage shall be declared league champion.
- B. Number of Games – Each team shall be scheduled for a minimum of twelve (12) regular-season games and must complete a minimum of ten (10) games for standings eligibility.
- C. Ties in League Standings – In the event of a tie in final standings, tie-breaking procedures shall be applied as outlined in these Local League Rules or adopted by the Board prior to postseason play.

12. District 5 Tournament Teams

A. Player Eligibility – Tournament Competition

All players shall be eligible for District 5 tournament competition only in the age division in which they participated during the regular season, in accordance with current BRS eligibility rules.

B. Selection of Babe Ruth District Tournament Team Managers and Coaches

Tournament Team Managers and Coaches shall be nominated by the Manager/Coach Coordinator and approved by the Board of Directors prior to the conclusion of the regular season.

C. Player Selection Process

Tournament team players shall be selected based on performance, conduct, attendance, and sportsmanship throughout the regular season, using a process approved by the Board of Directors.

APPENDIX C

DISTRICT, STATE, & REGIONAL BABE RUTH Rules for Southeast Region 8U LEAGUE

Purpose and Authority

This appendix establishes the playing rules for the HGSL 8U division.

All tournament and regular season play for the HGSL 8U division shall follow the Babe Ruth Southeast Region 8U Tournament Rules, as adopted and published by Babe Ruth Softball, unless otherwise modified or supplemented by HGSL Local League Rules approved by the Board of Directors.

Enacted 1 August 2015.

President: Clem Rivera

Vice President: Mike Carlton

Secretary: Michelle Godette

Equipment Manager: Erica Rivera

Coach Coordinator: Dustin Belanger

Parent Advisor Erin Campbell

Player Agent: Samantha Ryzner

Sergeant at Arms: Jan Daughety

Updated: 01 February 2026

END OF THE HAVELOCK GIRLS SOFTBALL LEAGUE BY LAWS