



LADY LINERS TRAVEL ORGANIZATION

BYLAWS

(Revised 7/16/2024)

President: Daniel Fallon

Vice President: Jeff Lane

Treasurer: Steph Lane

Secretary: Beth Kulturides

Lady Liner Travel Organization
Softball Bylaws
rev. July 16, 2024

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I. Mission

The Lady Liners Travel Organization softball program is designed for players that are prepared for a higher level of competition, with a greater commitment to practice, a focus on individual development and development as a TEAM! We strive to help each player build and develop strong softball skills, while also focusing on the essential elements of character building and ethics in sports.

The end goal of the program is to have the girls ready to play in high school softball and beyond.

II. Definitions

Geographic region of the Lady Liners Travel is defined as anyone living, working, or worshiping within the Phillipsburg area or its sending district or within the town limits of any of the recreation member organizations of the SYSA listed below:

- Alpha
- Bloomsbury
- Delaware Valley Athletic Association (DVAA)
- Greenwich Township
- Lopatcong
- Phillipsburg Recreation
- Pohatcong
- SPSJ Saints

III. Board

- The Travel Board will be made up of a President, Vice President, Secretary and Treasurer.
- Executive Board Members must have a minimum of one year travel experience
- Bylaws are subject to change, addition, or amendment by the board at any time throughout the year. All changes are made to protect and benefit the Lady Liners Travel Organization.
- Any additions, changes, and/or amendments must be voted on and approved by the majority of the board before they are considered official
- A copy of the bylaws that is signed by all board members and dated will be made available and serve as the current official Lady Liners Travel Bylaws.
- A full term will consist of two (2) years. Nominations and elections will take place at the reorganization meeting, held in July. The Board will be responsible for the following:
 - Bylaw changes and enforcement
 - Overall league management set forth in this document
 - Planning and organizing meetings (at least every three 3 months)

IV. Teams

As permitted by the number of players and coaches, the program will field teams at the following levels:

- **10U** – intended to continue their growth within the sport. Typically, this program may include 1 or 2 local tournaments in the fall. A summer league (if available) and/or 1-3 local tournaments in the summer
- **12U** – Intended to continue their growth within the sport. Typically, this program may include 1-2 local tournaments in the fall. A summer league (if available) and 1-3 local tournaments in the summer. Teams may also schedule weekend Spring tournaments.
- **14U** – Intended to continue their growth within the sport. Typically, this program may include 1-4 local tournaments in the fall. A summer league (if available) and 1-3 local tournaments in the summer. Teams may also schedule weekend Spring tournaments.
- **16U** – An accompaniment to high school. Typically this program will include 5-10 tournaments throughout the year (excluding when high school is in session). It may include some destination tournaments including some showcase or national tournaments..

V. Player requirements

- 8U-12U players **MUST** play for their respective rec softball team.
 - An exemption will be granted by the Board, for non eligible players to be given permission to be rostered on a 8u-12u Liners Travel team **to fill the minimum roster** requirements. No more than 4 non-SYSA players will be granted permission for 8U -12U.
- 14U-18U teams have no Rec softball requirement, however eligible girls are encouraged to play for their respective rec teams.
- All teams should consist of mostly Phillipsburg area players
- Any player rostered on a Lady Liners Travel team may **NOT** be on the active roster of any other team (aside from their respective SYSA REC or School team)
- All players must sign and abide by the player code of conduct, hand in a copy of their birth certificate, fill out health information, and pay the initial deposit or set up a payment plan, before their spot on the roster is considered official.
- A guest player will be allowed for a game; if a player from a lower level Liner team is unavailable to play up and if a team has less than 9 players for that game due to vacation, injury, etc.
- A guest player should only be used when absolutely necessary to fill minimum roster requirements when no other Lady Liners Travel rostered players are available.
- **A guest player MUST fill out a waiver** before practicing or playing with a team.
- A guest player **MAY NOT** be artificially used as a rostered player. This means practicing regularly with the team and playing in games as if they were rostered. This is not fair to the rostered players that have paid and guest players are not covered by our organization.
- A guest player may practice with the team the week before the event they are playing in, but may not be practicing on a regular basis with the team.
- Guest and practice players will not be allowed to join a team indoors in the Winter, unless the coach is thinking of rostering them before Spring. In that case, a coach may ask the board for approval of that player and a fee will be assigned by the board. (That player also must be eligible to be rostered based on Lady Liners travel bylaws)

VI. SYSA Recreation players

- Although we are dropping the Rec requirement for 14u-18u, we still encourage all girls to play for their respective rec teams if they are eligible
- Any player that decides to play rec shall **NOT** be punished in any way by their Travel Coach (this includes less playing time, loss of position, etc)
- A travel coach shall NOT discourage their players from playing Rec softball. That decision is the players and their respective families.
- Rec games will have full priority over Travel practices
- Travel players should try to make as many rec practices as possible during the season and Travel coaches should do their best to not interfere with every rec practice.
- Travel coaches will send the Rec league all their Spring Tournaments no later than March 1st, so the rec board can schedule games around those tournaments.
- Travel coaches **WILL NOT** schedule a tournament on the Rec Championship weekend. That will be a Travel blackout weekend.
- Travel coaches **WILL NOT** schedule weekday that interfere with rec games during the rec season

VII. Tryouts

- At least one board member will attend all tryouts at each level.
- *All players **MUST** try out in order to make the final roster at any level. This includes players from previous years.
- All players wishing to tryout **MUST** be registered through TeamSnap for their level by the date stated on the site. They must also sign the waiver through Teamsnap
- A player may register for multiple tryout dates, but this is not a requirement
- A player may request a private tryout if they are unable to make any of the dates listed. The parent must contact the coach directly for that level and it will be up to each coach's discretion whether or not to grant it. **NO** private tryout will be given after the organization's final tryout date, nor to a player who did not register online before the registration end date.
- *If a team has an established roster of at least 11 players that are continuing with the program **and they won't be adding any players**, they do not have to hold a tryout. However, coaches will be asked to help with other level's tryouts. Any team with less than 11 players **MUST** hold full tryouts.
- *A coach may NOT pick and choose new players to add to an established team, so if they need players, **they MUST hold a board approved OPEN tryout**

VIII. Roster selection

- Teams will have a final roster with a **MINIMUM of 11** players and a **MAXIMUM of 13** players.
- A coach may petition the board for an additional player if they feel there is a need, the board **MUST** unanimously approve any roster above 13 players.
- The coach must provide a list of all players that tried out along with their final roster selection to the board.
- Final roster selections **MUST** be approved by the board before they are sent out to players and parents.
- Coaches **MUST** contact all players (email) who tried out and did not make the final roster to thank them and encourage them to try out again next year
- All coaches (Head and Assistant) **MUST** attend the tryouts to be included in their team's roster selection
- Rosters must be submitted to the board no more than 5 days after the final scheduled tryout date.

IX. Finances

- The cost of each level will vary depending on the number of tournaments that team will play, but the cost for parents will be between \$650 and won't exceed \$1,000 (cost is subject to change each year).
- A head coach will plan their upcoming season and how many tournaments, games, leagues, etc they want to play. They will then submit that to the treasurer no later than August 9th. The treasurer and the board will then decide on cost per player. No team in the organization may go over the \$1,000 per player/per season threshold. One of the missions of the Lady Liners Travel Organization is to keep it affordable for all families.
- The cost will be split into 2 payments, with one due up front and another due in January.
- A parent may request a payment plan from the Board in which we will split the total cost evenly between 5 months (September-January).
- Each Head Coach will be responsible for collecting payments from all their players by the due dates listed. Coaches can then give the treasurer the checks for deposit. If the coach wants to deposit the checks themselves, copies of all checks and deposit slips must be uploaded on the Google financial form for treasurer to log
- The account each coach is using belongs to the Lady Liners Travel organization and the coach is just a temporary custodian of the account
- All accounts are subject to review by the board treasurer

Finances (con't)

- The treasurer will be responsible for recording player payments online, as well as keeping track of all deposits and withdrawals
- The treasurer will keep an online ledger for coaches to view, as well as send monthly account updates
- A coach **MUST** acquire prior written permission from the Board Treasurer for ALL purchases made with their Liner's account
- Any personal out of pocket reimbursements **MUST** be submitted by 8/31 of the season prior. This gives coaches a month to submit after the season has ended.
- Any submissions thereafter will **NOT** be entertained. Nor will any out of pocket expense that was not pre-approved by the board.
- Anything purchased by coaches using their Lady Liner's account will be property of the Lady Liners Travel organization and will remain with the organization
- The Board Treasurer **WILL** require a copy of your receipt for all purchases made with the Liners account. Please assure you retain a copy.
- A team store will be available for the parents to purchase two jerseys (Home and Away), socks, belted black pants, belts, and a helmet. These items **MUST** be purchased from the team store, with the exception of the belted black pants, if a parent would like to purchase elsewhere.
- 12% (Subject to change each year) of each team's full player registration fees each year will be collected and put into the main travel bank account to cover liability insurance, first aid kits, website costs, field costs, player items, Teamsnap cost, and any other miscellaneous costs that may arise for all teams.
- ALL money in a team's account shall **ONLY** be used for **tournaments, leagues, umpire fees, and equipment ONLY**. At the end of each season, teams will be allowed to use a specified amount of money towards a team event off the field. This amount will be designated and approved by the board
- Any leftover balances in a team's account at season's end (3rd weekend in July) will be placed into the Lady Liner's General Account to assist with startup fees for each level the following year
- All coaches are required to report to the Treasurer prior to withdrawing cash for ump fees. you should try and withdraw exactly what you need. However, we know it's impossible to know how many playoff games you might play. In these instances, please estimate the number of games you will play and the amount you need. Any excess (for example you took out for 5 games and you only played 4) will need to go towards the next ump fee or be deposited back into the Team's account. The treasurer **MUST** be informed of all withdrawals and deposits.
- Coaches should use the TD Bank teller or ATM machine in lobby to avoid charges

X. Coach Requirements

- All coaches MUST apply and be approved by the board
- All coaches MUST either live, work, or worship in the Phillipsburg Area
- All Coaches must sign the coach's agreement.
- All Coaches must complete a mandatory background check
- All coaches must treat all players with respect and further their development as a player.
- A coach is there for all players on the team.
- All coaches will do their best to make the Lady Liners Travel Program successful
- A coach **WILL NOT** discourage players on their team from playing SYSA recreation softball.
- A coach will do their best to work with players on their team playing SYSA Recreation softball, so they can attend a majority of SYSA practices and games.
- Any coach found in violation of the Coach's agreement or organization bylaws will be disciplined by the board. Penalties can include removal from the current coaching position and/or permanent ban from the Lady Liners Travel Organization.
- Each team must have at least one (1) adult coach or supervisor (18 Years or older) in attendance at all practices and games. All coaches must wear a shirt representing Lady Liners at all games that clearly identifies them as a coach.
- All coaches are to ensure that their team/players are following all league and tournament rules, as well as player/parent agreements.
- The number of coaches recommended per team is three. A bench coach and two base coaches. A team may have more, but **NO MORE THAN 5 official coaches per team.**
- A review of each coach will be conducted by the board before the third week of July. Coaching decisions for the following season will be determined by a number of factors, including the review. Coaching decisions WILL be made by the board BEFORE Tryouts begin for the following season
- All coaches must activate and actively use their free Lady Liners Travel Organization email for all organization related communications and documents
- The board reserves the right to immediately remove any coach that is not furthering the overall success of the Lady liners Travel Program.
- The board reserves the right to immediately remove any coach that actively discourages players from playing Rec softball

XI. Field usage

- The board will provide a list of fields available for coaches at the various levels to use for both practices and games.
- The board will be responsible for finding those fields and taking care of any requirements (i.e., providing insurance certificates).
- 8u, 10u, and 12u teams **MUST** secure an alternate field, other than either PAC Field, for games and practices, as their time at PAC will be limited and they will be last on the field priority list.
- Older age groups (16u and 14u) **WILL** have field preference at PAC fields for practice, games, or scrimmages over ALL younger levels with the oldest level having preference to the fields for all their events.
- For two similar events at the same age group (two 14U games), field preference will be on a first come basis.
- The board secretary will be responsible for maintaining the schedule for all fields. The secretary will record practices, games, and scrimmages for all fields. In regards to PAC or any other multiple use field, you must email/text secretary to ask to be added to the calendar to use these fields. **Field priority will be in effect for PAC fields. Younger teams (8u-12u) will be bumped by older level teams if there is a conflict.**
- **8U- 12U: MUST** declare a home field other than either PAC field. This does not mean they can't use PAC fields if available and approved by the secretary.
- If a team does not use the field when they have it scheduled on the calendar two times in a season, they will forfeit their right to use that field for the remainder of the season.
- Teams are responsible for preparing their field for a game, as well as leaving the field in good condition (i.e. raking the batter's box and pitcher's mound after practice/game).
- Coaches must return bases and other equipment to the correct spot and assure all closets or boxes are locked before they leave
- Please refer to the Player/Coaches handbook for all rules and guidelines
- Current fields are:
 - PAC Varsity field
 - PAC Junior Varsity field
 - Pohat field (Warren Glen)
 - SSPJ field
 - Greenwich School (Upper Field)

XII. Schedule

- The travel season starts approximately around September 1st and ends no later than July 31st, at which point no more league games and/or tournaments will be played.
- Fall Season starts September 1st and ends October 31st
- Winter practices are typically January - March
- Spring practices can start in March (weather depending) and continue through the rec season
- An 8u-10u team may ONLY have ONE Travel practice per week during the rec season. Practice is at coach's discretion, but typically on Sundays as to not interfere with Rec games and practices.
- 12u-14u may schedule 2 practices during the rec season.
- 16U shall suspend all team activity during the High School season
- Summer Season begins promptly after the SYSA Recreation season or High School Season (depending on age) and ends before the last week in July.
- August will be considered a **SUMMER OFF** month to give players and coaches a break and for families to go on vacations. **Absolutely NO games, tournaments, practices, or scrimmages will be scheduled during this month.** However, the league may do a meet and greet with their newly formed teams in August to go over everything, collect down payment, birth certificates, and player/parent agreements.
- An exception to the August **OFF** month will be made for a newly formed team in which NO players have played travel ball the prior season. In this case, the team may practice in August. **No other exceptions to the August OFF month will be made.**
- December will be the **WINTER OFF** month to give players and coaches a break and for families to enjoy their Holidays. **Absolutely NO games, tournaments, practices or scrimmages will be scheduled during this month.** Teams may also opt to give all or part of November OFF as well.

XIII. Practices

- Teams will have practices throughout the year, aside from the designated NO softball months of August and December.
- Practices are as follows:
 - 2-3 times a week in the Summer/Fall
 - Practices should **NOT** exceed 2 Hours in length
 - 1 times per week during the Winter (indoors)
 - No more than 1 per week during the Rec season (8U-12U)
 - Prior to the Rec season teams may hold additional practices outdoors in spring (8U-12U)

XIV. Fundraising

- A committee will be made up of coaches, board members, and/or parents and will be responsible for setting up and running Fundraisers
- All fundraisers MUST be pre-approved by the board
- All Money raised will be deposited in the Administration Travel Account
- Money collected from the fundraisers may be distributed by the board amongst the teams or used for a common goal or league wide purchase that benefits the players.
- All teams MUST promote and help with fundraisers
- Any team who has no participation in a fundraiser will not receive any funds or items from it
- A coach may suggest a fundraising event to back a certain goal or item they may want. The coach must convey their idea to the board BEFORE fundraising begins and the board must approve the idea and the fundraising method.

XV. Travel Board Members:

President:	Daniel Fallon	(president@ladylinerstravel.org)
Vice President:	Jeff Lane	(vicepresident@ladylinerstravel.org)
Treasurer:	Steph Lane	(treasurer@ladylinerstravel.org)
Secretary:	Beth Kulturides	(secretary@ladylinerstravel.org)

All items within these bylaws are subject to change by the board at any time throughout the year. All changes are made to protect and benefit the Lady Liners Organization. All changes, additions, and/or amendments must be approved by majority board vote.