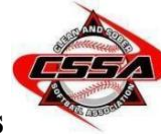




CSSA Utah Constitution & By-Laws

(Updated March 2021)



Article I – Name & Purpose

Section 1. Organization:

The Name of the association shall be The Clean and Sober Softball Association of Utah, hereinafter referred to as CSSA. CSSA is an organization of Clean and Sober Softball teams. All teams must be named from recovery centers or be recovery based in nature.

Section 2. Purpose:

The primary purpose of CSSA is to further our recovery through the community of softball, all members shall bear in mind that the attainment of exceptional athletic skill and winning games should be secondary.

Article II – Membership

Section 1. Members

- A. Player Members.** Anyone who meets the “CSSA Utah Eligibility Requirements” may become a Player Member.
- B. Regular Members:** Executive Board Members, Territory Directors and Currently Registered Coaches in good standing.

Section 2. Suspension or Termination.

The CSSA Executive Board of Directors shall have the authority to discipline, suspend, or terminate the membership of any member, when the conduct of such person is considered detrimental to the best interests of CSSA and/or 12-step recovery. The individual(s) and/or team involved shall be notified beforehand, informed of the general nature of the violation(s) and be given an opportunity to respond.

Article III – Meetings

Section 1. Meetings:

Each Territory of CSSA shall conduct at least two Duly Organized Territory Coaches Meetings per year, which are exclusive meetings where each team is sanctioned one representative and the sole meetings where all regular members carry voting privileges

- A. Spring Meeting-** should be held prior to the first scheduled games of the year.
- B. Fall Meeting-** should be held prior to the start of Fall Ball.

Section 2. Notice of Duly Organized Territory Coaches Meetings:

In order to hold any Duly Organized Territory Coaches Meeting, a notice must be emailed 10 days in advance to all current Executive Board Members, Territory Director(s) and all currently registered Coaches in good standing from the respective territory that the meeting represents. Notice must include the time, date, location and all approved agenda items that will be voted on.

Section 3. Absentee Ballot and Team Representatives:

Each team is allowed one Representative who shall be a regular member, any regular member unable to attend a Duly Organized Territory Coaches Meeting may send a representative to vote for them.

Section 4. Rules of Order:

Robert's Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of CSSA.

Article IV – Executive Board of Directors

Section 1. Board Members

Executive Board of Directors must include:

- A. Director
- B. Vice Director
- C. Treasurer
- D. Rules and Ethics Director
- E. Secretary

Section 2. Qualifications for Nomination

Any Regular Member nominated for the executive board must:

- A. Have 2 or more consecutive years of drug and alcohol abstinence.
- B. Have been a regular member in the previous year.
- C. Meet the “Eligibility Requirements” for a recovering player
- D. Be gainfully employed and financially stable (Treasurer only)
- E. Be nominated by a current Executive Board Member in good standing.
 - 1. The Executive Director must have previously served at least one year on the Executive Board of Directors.
 - 2. Any Player Member meeting qualifications A, C & D(Treasurer only) may be nominated for the Executive Board of Directors but only in the case when there are no Regular Members nominated.

Section 3. Term of Office, Removal & Vacancy

- A. **Term of Office** –2 Year’s minimum
- B. **Removal** –Any board member may be removed for just cause, by a 80% vote of the board.
- C. **Vacancy**
 - 1. If the Executive Director’s position becomes vacant the Vice Director shall assume the position.
 - 2. If the Vice Director, Secretary, Treasurer or Rules and Ethics position becomes vacant, it shall be filled by appointment from the Executive Director.
 - 3. When an executive board members term is fulfilled that board member and the remaining executive board members shall nominate and elect a replacement.

Section 4. Duties

A. Executive Director

Shall include but not be limited to:

1. Preside at all sessions of the Board of Directors and all Territory Coaches Meetings
2. Direct the policies of CSSA as established by the Executive Board of Directors.
3. Appoint committees or additional committee members as deemed necessary
4. Serve as a member of all committees
5. Coordinate and approve the time, date, location and agenda items of any Board of Directors and all Duly Organized Territory Coaches Meetings
6. Delegate duties to Board Members & Territory Directors
7. Provide a tie breaker vote in matters voted upon by coaches or board members
8. Act on behalf of the Association in all matters that are not covered in any current CSSA documents.

B. Vice-Director

1. Shall assist the Executive Director in every capacity listed under the Executive Director duties. The Vice Director shall also operate in the best capacity the Vice Director sees fit for the best interest of CSSA.
2. Perform duties throughout the executive board as needed

C. Treasurer

1. Manage finances for the organization
2. Keep an accurate updated ledger regarding CSSA finances
3. Give an updated treasurer's report at all duly organized Coaches Meetings
4. Provide safe handling of league monies.

D. Secretary

1. Maintain records of the Board and ensure effective management of the organization's records.
2. Record, document and save minutes of all meetings
3. Work closely with the Executive Director and others as guided by the Executive Director

E. Rules & Ethics Director

1. Shall study and make recommendations for the Rules of Play & Procedures and Eligibility Requirements of CSSA.
2. Assist the Executive and Vice Directors in coordinating all activities regarding the development of rules, questions of ethics, and the baseline for discipline
3. Coordinate and approve all Rules and Ethics Committee actions when appropriate.

Article V– Territory Committees

Section 1. Territory Director

Each territory will have one Director

Section 2. Qualifications

Any Regular Member appointed for Territory Director must:

- A. Have 2 or more consecutive years of drug and alcohol abstinence.
- B. Meet the “Eligibility Requirements” for a recovering player.

Section 3. Duties

The Territory director shall represent his Territory and be responsible for, yet not limited to the following:

- A. Appointing the Rules and Ethics committee and any such other persons as may be required for efficient administration of his/her Territory.
- B. Enforcing and abiding by the rules, regulations of CSSA in his/her association area as promulgated by the CSSA Utah eligibility requirements and CSSA Constitution and By-laws.
- C. Coordinate and approve all Territory Rules and Ethics Committee actions when appropriate.
- D. Directors are responsible for forwarding the team’s rosters to cssautah@gmail.com.
- E. Maintain close communications with the Executive Rules and Ethics Director on all matters that could affect CSSA as a whole.

Section 3. Rules & Ethics Committee(s): The Rules & Ethics Committee for each Territory shall consist of the Territory Rules and Ethics Director and one committee member per division appointed by the Territory Rules and Ethics Director.

A. Duties:

1. Accept, review and report all eligibility protests to the Territory Rules & Ethics Director
2. Review and report players, coaches and directors’ actions to the Territory Rules and Ethics Director that involve conduct detrimental to the purposes and objectives of CSSA.
3. Have players removed from a game for conduct detrimental to the best interests of CSSA and/or 12-step recovery
4. Determine potential forfeits
5. Study and make recommendations for the playing rules of CSSA.

Article VI – Voting

Section 1. Voting Procedures

- A. The CSSA Utah Eligibility Requirements and/or Rules of Play & Procedures for any given territory may be amended by a 51% total Coaches in attendance vote at any Duly Organized Territory Coaches Meeting.
- B. The CSSA Constitution & Bylaws and Eligibility Requirements may be amended, repealed, or altered in whole or part by an 80% Executive Board of Directors vote.
- C. For any item voted on during any Duly Organized Territory Coaches Meeting, each team of said territory is allowed one vote.