

**BYLAWS OF THE
POCKET GIRLS' SOFTBALL LEAGUE, INC.**

**ARTICLE I
Name and Location**

- A. This organization shall be know as Pocket Girls' Softball League, Inc., herein referred to as the League.
- B. The League shall annually apply for membership to **Northern California Girls Softball Association (NORCAL)** and shall observe the established rules and regulations of that organization.

**ARTICLE II
Boundaries**

- A. The League boundaries shall be the area bordered by:
 - 1. W Street on the north;
 - 2. **Highway 99** on the East;
 - 3. the Sacramento City limits on the South; and
 - 4. the Sacramento River on the West.

A pictorial description of the League boundaries is attached as Exhibit "A" to these Bylaws.

**ARTICLE III
Purpose**

- A. The purpose of this organization shall be to provide an opportunity for all eligible girls to actively participate in an organized softball program. This League shall stress physical and mental development, friendship and sportsmanship.

**ARTICLE IV
Membership**

- A. Each parent or legal guardian of a rostered player shall hold one vote in the conduction of League business as presented at the general membership meetings.

ARTICLE V
Player Eligibility and Participation

- A. A girl is eligible to play for this League if she meets the specified age requirement and resides within the League boundaries, attends school within the League boundaries, played in the League the preceding year, or, lacking these requirements, receives Board approval from both Boards concerned.
- B. Based upon the availability of managers and coaches, all of whom have been approved by the Board of Directors, girls become participants in the softball program by parental approval, submitting a registration form which is accompanied by a parent/guardian interest sheet, medical release and birth certificate at the specified registration time and payment of a registration fee. The registration fee is to be determined by the Board of Directors at a meeting prior to each season's registration. The right to participate shall not be denied for lack of fees.

ARTICLE VI
Rules

- A. The current official rules will be the fast pitch rules of play as established by **NORCAL** except as set forth to the contrary or as otherwise modified and/or explained in the Pocket Girls Softball League Operating Rules and Regulations, attached as Exhibit "B" hereto and incorporated herein by this reference.

ARTICLE VII
Financial

- A. The capital of this League shall be obtained through player fees, fundraising promotions, voluntary donations and profits from the League Snack Shack.
- B. All funds collected, donated, raised or appropriated will be kept under the authority of the treasurer.
- C. The Board shall not permit the disbursement of League funds for anything other than League activities unless specifically approved by a majority of the Board.
- D. All moneys received shall be deposited to the credit of the League and shall be disbursed by a check signed by the League treasurer and one other elected officer.

ARTICLE VIII
Meetings

- A. Two general membership meetings are required each year. They are the pre-season general business/team announcement meeting and the post-season general

business/awards meeting. At any general meeting, a quorum shall consist of a simple majority of the voting members present.

- B. Board meetings shall be held on a regular basis at least once a month. A simple majority of Board members must be present to constitute a quorum for the purpose of transacting business.
- C. Special, general or Board meetings shall be held as required at the discretion of the President or by presentation of a petition signed by 25% of the general voting membership or the Board of Directors.
- D. All meetings shall follow the basic principles of Parliamentary Procedure (Robert's Rules of Order, Revised), which allows for varying degrees of formality or informality, as necessary.
- E. Notification of time and place of all regular and special meetings shall be given to each Board member by the Secretary at least 3 days prior to the meeting.

ARTICLE IX Board of Directors

- A. The powers of the League shall be exercised by the Board of Directors.
- B. Any parent or guardian of a rostered player or any interested adult may run for elective office or be appointed to an office.
- C. Tenure of office is one (1) year effective the first day of November after the election.
- D. An officer may be removed by a majority vote of the Board of Directors. Resignation shall be by written notice to the President.
- E. Vacancies shall be filled by the President, with the approval of a majority of the Board of Directors.
- F. The following officers shall be elected by a simple majority vote of the general League membership present at the post-season award meeting: President; Vice-President; T-Ball, Rookie, Mini-Minor, Minor and Major Player Agents; Secretary and Treasurer. These Board members shall constitute the Executive Board.
- G. The following Board members shall be appointed by the President and approved by a majority of the elected officers: Umpire-In-Chief, Special Events Coordinator, Snack Shack Coordinator, Equipment Chairperson, Uniform Chairperson, Sponsor/Booster Chairperson, one **NORCAL** Representative, Registrar, Publications Chairperson and Fields Chairperson.

- H. In addition to the above named Board Members, the President, with the approval of the Board, may appoint additional committee heads as necessary.
- I. An individual may hold more than one board position if there are not enough volunteers to fill all positions and if approved by the Board.
- J. The League Board of Directors shall not exceed 20 members, each of whom shall have one (1) vote at Board meetings regardless of the number of positions held.

ARTICLE X
Duties of the Board

- A. **PRESIDENT:** As chairperson of the Board of Directors and the Executive Board, the President presides over all board, special and general meetings. As an ex-officio member of all committees, he/she shall coordinate all League activities, observe all phases of the program and shall report to the Board as necessary or as directed. In addition, the President will attend the Major, Mini-Minor, and Rookie Division formation meetings, be a voting member of the Major, Mini-Minor and Rookie Division All-Star selection committees and be one of the required **NORCAL** representatives. Shall be responsible for obtaining League insurance prior to the start of each season, including medical and liability.
- B. **VICE-PRESIDENT:** Presides in the absence of the President and assists the President in League activities. As an elected officer the Vice President is member of the Executive Board. He/she is responsible for recruiting and coordinating team managers and coaches. He/she shall conduct a pre-season information meeting for all managers and coaches. In addition, the Vice-President shall oversee the operation of the T-Ball and Minor Division programs. He/she shall attend the Minor Division draft and be a voting participant in the Minor Division All-Star selection committee. He/she shall also be responsible for reviewing the Bylaws of this League on an annual basis for accuracy and/or changes as may be necessary or appropriate.
- C. **SECRETARY:** Shall be in charge of all League documents, maintain records of business transacted at each meeting and shall be in charge of all correspondence. He/she shall secure a site for meetings, obtain any necessary permits and notify Board members of all meetings at least 3 days in advance. As an elected officer the Secretary is member of the Executive Board.
- D. **TREASURER:** Shall keep League financial records, deliver a financial statement routinely to the Board, file all federal, state and other forms as necessary and receive and disburse League money. The treasurer shall oversee the Snack Shack account and require a financial statement from the Snack Shack Chairperson when necessary. As an elected officer the Treasurer is member of the Executive Board.
- E. **PLAYER-AGENTS:** Are the direct representatives of the managers and coaches in their respective divisions, Ragball, Rookie, Mini-Minor, Minor and Major. The Major Player

Agent will also represent the Senior Division. As elected officers, the five player agents will be members of the Executive Board. They shall assist the President (or the Vice-President as appropriate) with the team formation meeting for their division. They shall submit a schedule of games to the Board, post current team standings in the Snack Shack and be in charge of any tournaments within the League. They shall provide proof of insurance forms to the manager of each team in their division.

- F. **UMPIRE-IN-CHIEF:** Shall schedule and supervise all umpires and shall establish a clinic for umpires prior to each season. Disputes arising from league play will be settled by the Board of Directors.

- G. **SPECIAL EVENTS COORDINATOR:** Shall supervise the annual team picture day, and the post-season Awards Picnic. He/she shall appoint chairpersons to assist him/her.

- H. **SNACK SHACK COORDINATOR:** Shall be responsible for the operation of the League Snack Shack. This shall include securing of all necessary volunteers and paid assistants, scheduling, purchasing of supplies and accounting of moneys. He/she will be given sufficient funds for "start-up" operations. He/she will cover all other operating expenses from the Snack Shack income. At least once a week the Snack Shack Coordinator will transfer excess income to the League Treasurer. He/she shall relinquish all remaining funds to the Treasurer at the conclusion of League play. To assist in the performance of the foregoing functions, he/she may appoint committee heads.

- I. **EQUIPMENT CHAIRPERSON:** Shall be responsible for the storage and distribution of all equipment, including game balls. This shall include the collection and inventory of all equipment at the conclusion of the season. He/she shall be responsible for ensuring all equipment is in proper working order and is safe for use. Upon Board approval he/she shall purchase any additional equipment.

- J. **UNIFORM CHAIRPERSON:** Shall gather all necessary player information for uniforms, purchase uniforms as needed and distribute them to each manager. He/she shall be responsible for uniform collections and inventory at the conclusion of the season.

- K. **SPONSOR/BOOSTER COORDINATOR:** Shall secure a sponsor for each team and as many boosters as possible. He/she shall collect all sponsor/booster fees, deliver fee money to the Treasurer and deliver sponsor/booster names to the Publications Chairperson. A team picture and League yearbook shall be given to each sponsor by the Sponsor/Booster Coordinator.

- L. **NORCAL REPRESENTATIVES:** At least one and preferably both of the representatives shall attend each meeting of the **NORCAL** organization and serve as League spokesperson(s) at said meetings. The representatives shall inform the Board of this League of all business conducted at these meetings.

- M. **REGISTRAR CHAIRPERSON:** Shall be in charge of receiving player registration forms and preparing the team registration forms. He/she shall maintain a current file of all player registration information.
- N. **PUBLICATIONS CHAIRPERSON:** Shall prepare and distribute the League yearbook. He/she shall be responsible for preparing and distributing league fliers and newsletters.
- O. **FIELDS CHAIRPERSON:** Shall oversee the preparation and maintenance of fields so they meet the requirements of League Play. He/she shall be responsible for obtaining field use permits.
- P. **VOLUNTEER COORDINATOR:** Shall work with teams and player agents to keep track of volunteer hours and see that volunteer deposit checks are returned upon completion of volunteer obligations.

ARTICLE XI
Amendments to the Bylaws

- A. These Bylaws may be amended by a two-thirds vote of the Board members.
- B. Proposed amendments must be presented in writing to the Board members at least one week prior to the meeting where the vote will be taken.

ARTICLE XII
Distribution of Assets

- A. Upon dissolution of this corporation, the assets, remaining after the payment of or the provision for payment of all debts and liabilities, shall be distributed to a non-profit organization devoted to the interests of youth. This organization must be exempt under Section 501(c) of the IRS Code. This decision shall be made by a two-thirds vote of the Board.

Revised 11/17/05