

Evergreen Park Boys Club By Laws^{*}



^{*} In keeping with the time-honored traditions and spirit of new vitality of our present day leadership and membership, the Evergreen Park Boys Club has established, for the benefit of all, a Rules and Ethics Committee. The committee's purpose is (a) to reinforce our club's purpose and objectives as outlined in the by-laws of the Evergreen Park Boys Club and the fundamental principles of Babe Ruth/Cal Ripken Baseball; and (b) to establish and enforce policy and conduct guidelines which all managers, coaches, players and spectators are expected to uphold and adhere to.

BY-LAWS OF THE **EVERGREEN PARK BOYS CLUB** **(EPBC)**

ARTICLE I – NAME

This non-profit organization shall be called the Evergreen Park Boys Club, hereinafter referred to as “EPBC”, and shall consist of a T-Ball League, PeeWee League, Minor League, Major League and the Babe Ruth League, all of which shall encompass the entire Village of Evergreen Park as in compliance with Babe Ruth Baseball district boundaries.

ARTICLE II – PURPOSE

1. The object shall be to implant in youngsters of the Community the ideals of good sportsmanship, honesty, loyalty and courage.
2. The objective will be achieved by providing recreational activity for as many youngsters as the organizational personnel deems necessary and as the parent participation will allow. The supervisors shall bear in mind that exceptional athletic skill and the winning of games are secondary and that the formation of sound character is of prime importance.
3. The rules and ethics for the Evergreen Park Boys Club (EPBC) shall be consistent with the mission statement of the EPBC. (REV 2-12-08)
4. All rules and ethics of the EPBC shall put the children’s positive development first and foremost in enforcing all rules and ethics. (REV 2-12-08).
5. No child, player in any division shall be publicly ridiculed by any umpire, manager, coach, spectator, or member of the EPBC. (REV 2-12-08).
6. All matters concerning the individual criticism of a player shall be conducted “privately” between a manager or coach with the player and/or their parent or guardian outside the presence of any other player, person, member or other wise to preserve the integrity of the league in conforming to the Mission Statement (REV 2-12-08).

ARTICLE III – MEMBERSHIP

Parents or legal guardians of all youngsters participating in EPBC activities will automatically become members upon payment of annual registration fees (Hardship memberships must be approved solely by the Executive Board).

ARTICLE IV – GOVERNMENT

- 1. Elected Officers.** At the annual election there shall be elected by the eligible voting members a **President, Vice-President, Corresponding Secretary, Recording Secretary and Treasurer** for the term of one (1) year with the privilege of re-election. (Revised 2002)
- 2. Commissioners, Concession Coordinator, Equipment Coordinator, Field Coordinator, Parliamentarian and Umpire Coordinator** shall be appointed by the President subject to the approval of a majority of the Executive Board. Appointment will be for one (1) year with the privilege of re-appointment for another term. (Revised 2002)
- 3. Managers** shall be appointed by the Executive Board. Appointment will be for one (1) year. (Revised 2006)
- 4. The duties of the Elective Officers and Directors are described below:**

President

The President is the general Executive Officer of the EPBC and the Board of Directors and shall exercise such powers and duties as generally pertain to that office. (Revised 2002)

Preside at all EPBC Board Meetings.

Appoint committees.

Fill vacancies in any office subject to the approval of the Executive Board.

Vice President

Perform the duties of the President in his/her absence.

Preside at all EPBC Board meetings. (Revised 2002)

Serve as member ex-officer of each committee.

Perform such other duties as requested by the President.

Coordinate all league volunteer responsibilities. (Revised 2002)

Solicit businesses for donations to sponsor the regular season of the EPBC. (Revised 2006)

Corresponding Secretary

Attend all meetings of the EPBC and Board and keep official records in the form of minutes thereof.

Conduct correspondence on behalf of the EPBC under the direction of the proper officers.

Relay notices, when required, of all EPBC and Board Meetings.

Collect money due the EPBC and pay the same to the Treasurer taking the receipts therefore and recording the same in the minutes of the meeting.

Perform other duties as the Board may from time to time direct.

Recording Secretary (Revised 2006)

Attend all meetings of the EPBC and Board.

Schedule games for all leagues with the Executive Board.

Request to proper authorities issuance of permits for playing fields and time frames needed.

Record all player information after registration has ended.

Organize player information for Commissioners to hold the draft.

Coordinate with supplier ordering of full uniforms.

Arrange for portable toilets at fields where required.

Treasurer

Act as custodian of all funds belonging to the EPBC.

Receive from the Corresponding Secretary and Concession Coordinator, for deposit, all monies collected, giving a receipt therefore.

Issue checks, which shall be signed by any two (2) members of the Executive Board.

Make a monthly report to the EPBC of all receipts and disbursements at the monthly meeting.

The Executive Board shall conduct an annual audit each year. (Revised 2002)

Keep all of the accounts in permanent books, which shall be open to the examination of the Executive Board.

Commissioners

Attend all EPBC and Board meetings and make a monthly report.

Convene and preside at all league meetings and inform the President of all meeting to be held.

Act on any problems presented within his/her league, and supervise compliance with the Policies, By-laws, Standing Rules and regulations of the EPBC.

Conduct playoffs for the League Championship where they are called for by that specific league.

Commissioner or his delegate assumes responsibility for the playability of the fields prior to and during games.

He/she has sole responsibility for rescheduling cancelled games.

Conduct league draft. (Revised 2002)

No Commissioner may manage or coach within their division. (Revised 2002)

Managers & Two (2) Registered Coaches

Managers participate in the draft of players for their respective teams. (Revised 2006)

Supervise their team in all practices, games, playoffs and tournaments.

Instruct their players in all phases of good sportsmanship and display the same via personal example to players, spectators, fellow managers, coaches and umpires alike.

Attend all EPBC Board meetings and appropriate league meetings.

Responsible for all equipment distributed to them by the Equipment Manager. All equipment MUST be returned promptly at the end of the season in good, clean condition. Managers will be held financially responsible for any lost equipment assigned to them by the Equipment Coordinator. (Revised 2006)

Responsible for preparing fields to play on after the rain. (Revised 2006)

No Manager/Coach will be allowed to smoke in the dugout or anywhere in the playing area. First offense = team warning; Second offense = suspension. (Revised 2006)

Equipment Coordinator

Attend all EPBC and Board meetings.

Have charge of all equipment and be responsible for storage, maintenance and distribution of the same.

Inventory all necessary equipment and be responsible for storage, maintenance and distribution of the same.

Make purchase recommendations to the Executive Board.

Field Coordinator

Arrange with appropriate officials for field maintenance.

Make recommendations to the Executive Board for field upkeep and improvement.

Coordinate with volunteers the upkeep of fields for game days. (Revised 2006)

Parliamentarian

Appointed unanimously by the Executive Board. Parliamentarian should be, whenever possible, a former Elected Officer.

Will rule on the legality of any contested motion brought before the Board of Directors.

Attend all EPBC and Board meetings.

Will vote on the Executive Board **only** for purposes of breaking a tie vote.

Umpire Coordinator

- 4.11.1 Coordinate, evaluate and assign all umpires hired by the EPBC.
- 4.11.2 Submit a list of umpires to the Executive Board prior to the start of the season with the names, address and telephone numbers and an indication of which leagues the umpires are qualified for.
- 4.11.3 Attend all EPBC and Board meetings and give a report.

Concession Coordinator

- 4.12.1 Have charge of all equipment and stock of Concession Stand and be responsible for storage, maintenance and distribution of the same.
- 4.12.2 Inventory all necessary stock and equipment and make purchase recommendations to the Executive Board.
- 4.12.3 Responsible for collecting receipts and tendering funds to the Treasurer who shall submit a monthly report to the Executive Board. (Revised 2006)
- 4.12.4 Attend all EPBC and Board meetings and give a report.

ARTICLE VI – ELECTIONS

1. At least two (2) months prior to the Annual Election, the President shall appoint a Nominating Committee Chairperson with approval of a majority of the Executive Board, which shall nominate a minimum of one (1) candidate for each elective office. The committee shall present a slate of candidates at the regular meeting one (1) month prior to the election.

Other nominations may be made at the time the Nominating Committee submits its recommendations to the Executive Board at which time nominations are closed.

2. The annual election shall be held at the designated Board of Directors meeting in September of each year.

7. Election of officers will be by secret ballot if more than one candidate is nominated for any office.

All Board of Director members and club members who attended a minimum of five (5) monthly board meeting during the year prior to the election are eligible to vote in the Annual Election. The September meeting does not count as attendance. EPBC annual calendar is October through September (Revised 2002)

A majority of all votes shall be necessary for election.

Voting must be in person. Voting by mail or proxy is prohibited.

ARTICLE VII – MEETINGS

1. Regular monthly meeting of the Board of Directors shall be held on the second Tuesday of each month with the exception of December and January.
2. Special meetings may be convened by the President at the request of any officer or member of the Board of the EPBC. Notice shall be given at least two (2) days in advance to all Board members.
3. All meetings shall be conducted according to the **“Roberts Rules of Order”** (Revised) and parliamentary law, except where the same is in conflict with the By-laws of the EPBC.
4. The President or Vice-President and/or any other two (2) members of the Executive Board shall constitute a quorum.
5. Voting on motions and EPBC policy shall be done only at scheduled Board of Directors meetings and those special meetings convened pursuant to paragraph (3) above.
6. Designated committees will submit their recommendations for approval only at scheduled Board of Directors meetings.
7. Those eligible to vote as members of the Board of Directors as of the beginning of the fiscal year are as follows:

Elected Officers

Commissioners

Managers (Registered Coaches have a vote only in Managers absence)

Parliamentarian

Equipment Coordinator

Field Coordinator

Umpire Coordinator

Concession Coordinator

8. Any of the above who serve in multiple capacities will be entitled to one (1) vote only thus decreasing the number of votes in a given year. The number of votes may vary from the number designated heretofore depending on the need to increase or decrease the number of Board of Directors positions in forthcoming years.
9. The President may ask for a roll call vote when dissent is evident.

ARTICLE IX – RULES

1. All funds or assets, collected or received under the auspices or sponsorship of the EPBC shall be recorded by the Secretary and deposited with the Treasurer and shall be the sole property of the EPBC.
2. Leagues affiliated with Babe Ruth Baseball League shall be governed by said Playing Rules, except where it would conflict with the By-laws of the EPBC.
3. No team in any League shall participate in games/tournaments outside the EPBC boundaries without the approval of the Executive Board.
4. The President shall apprise the Executive Board of any correspondence from an EPBC affiliated local or national organization.

ARTICLE X – AWARDS

1. All sponsors shall receive a recognition award. (Revised 2002)
2. The players of each of the Championship teams shall be annually awarded suitable permanent individual trophies.
3. Awards to other players or persons shall be at the discretion of the Executive Board.
4. All tournaments, State, Regional, World Series awards are property of EPBC. (Revised 2002)

ARTICLE XI – OFFENSES AND PENALTIES (Rev 2-12-08)

1. If a person wants to report a rule, by-law or ethics violation, they must do so within 48 hours of the potential violation. They must report this to an EPBC Board Member. (REV 2-12-08)
2. The President, with the approval of the Executive Board, shall appoint an Ethics Committee each fiscal year to be comprised of five (5) members of the Board of Directors with each playing division having at least one (1) representative, who has been a member of the EPBC for at least fifteen (15) months [two previous seasons]. The President will designate the chairperson of said committee in October with the approval of the Executive Board. (Revised 2002)
3. The Board will call the Ethics Committee to convene within 72 hours (3 days) after notification. There must be a minimum of three members when the committee convenes, both the complaining party and the accused must be present and any witnesses they believe the committee should hear from. Written statements may be used. The Committee will hear all evidence at that time.

The Committee then shall have 7 days to investigate any facts or issues, brought up at the hearing or through it's investigations and report its recommendations to the Board.

Within 7 days, the Board shall make a ruling and impose what disciplinary action should be taken, if any. (REV 2-12-08)

4. Disciplinary action options for the Board:
 - a. No Action
 - b. Extra volunteer work time.
 - c. Suspension from the park during EPBC functions (Game, pre-Game, Practice, Picnic, etc.)
 - d. Expulsion
 - e. Criminal charges
 - f. Any other action the Board deems appropriate.

Note: The more severe sanctions are recommended for outrageous conducted and repeat offenders.

All decisions are final (REV 2-12-08).

ARTICLE XII – EQUALITY OF OPPORTUNITY

1. Though the name, Evergreen Park Boys Club, may be construed as limited, registration of participants will be open to any male or female within the age limits of the respective playing divisions.
2. Further it is declared that coaches, managers, commissioners, coordinators, EPBC officers and appointees may be either male or female subject to the usual provisions and approval of the existing Executive Board.

ARTICLE XIII – BY LAWS

1. The By-laws of the EPBC shall be reviewed annually and be subject to additions, revisions and amendments as recommended by the By-laws Committee.

The Board of Directors shall be notified of the proposed change a minimum of ten (10) days prior to a regular monthly meeting.

The proposed change shall be adopted by a vote of the majority of the Board of Directors present at a Regular Monthly Meeting.

These By-laws of the Evergreen Park Boys Club as revised, are hereby approved and adopted by vote of a majority of the members present at the regular meeting of the Board of Directors held on February 12, 2008 and replace and supersede any and all By-laws previously enacted or adopted.

(Signatures on file - Signatures on file - Signatures on file)

David Rogers, President

Brian Quick, Vice-President

David Bogusz, Recording Secretary

John Geary, Corresponding Secretary

Michael Wall, Treasurer