

# EAST LONG BEACH PONY BASEBALL

Member of PONY Baseball, Inc.

## ELB By-Laws

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### **Article 1. Meetings and Voting.**

Section 1. The membership of the League may hold an annual meeting/elections at such place and time as shall be determined by the Board of Directors. Notice of time and place of such annual meeting shall be made known to the membership of the League through publication and/or individual not less than 10 business days prior to the date of the meeting.

Section 2 General Membership meetings of the League membership may be called by the President, or by majority vote of the Board of Directors, or upon written request to the Secretary by not less than 15 members of the League. Notice of time and place of meetings of the League membership shall be made known to the membership of the League not less than 10 business days prior to the date of the meeting.

Section 3. At each annual or special meeting of the League every eligible member present shall be entitled to vote. There shall be no proxy voting. A majority of those present and eligible to vote shall be required for election and questions brought to a vote.

Section 4. The presence of not less than 10 members eligible to vote shall be required to constitute a quorum for the transaction of business at any special or annual meeting of the League.

Section 5: In an attempt to allow as many members the opportunity to vote, election ballots will be taken at East Long Beach Pony Baseball fields on four (4) days during the voting period.

### **Article II. Election of Officers.**

Section 1. Nominations will be taken two (2) weeks prior to elections from the general membership. Nomination forms will be made available in the snack bar or via the elbpony.org website.

Section 2. The term of the Executive Board officers shall be two (2) years beginning the day following the annual meeting. Executive Board positions shall be up for re-election on alternating seasons (seasons ending in even numbers will be President, Vice President and Treasurer, seasons ending in odd numbers will be Secretary and Player Agent). The term of office for all non Executive Board officers shall be one year beginning the day following the annual meeting.

Section 3. All officers shall be eligible for reelection. No person may serve in the same office for more than three consecutive terms unless running unopposed.

Section 4. In the event of the death, resignation, or inability to perform the duties of office for any reason, of any officer, the President with the majority vote of the entire board, shall be empowered to select a replacement for such officer who shall serve until the following annual meeting.

### **Article III. Board of Directors.**

Section 1. The Board of Directors shall include the Executive Board (E-Board) members: (President, Vice President, Secretary, Treasurer, and Player Agent), all Chairman of the League Communications, Baseball and Ball Park Operations, and the President of the Auxiliary.

All Executive Board (E-Board) members must have one (1) year of experience on a youth organization governing board of directors prior to running for an Executive Board (E-Board) position unless running unopposed.

**General Powers of Executive Board (E-Board) of Directors** – The Executive Board (E-Board) of Directors manage the affairs of the Corporation, subject to the restriction imposed by City, County and State laws, the California Corporation Codes, the Articles of Incorporation, these By-Laws and the Rules and Policies & Procedures of East Long Beach Pony Baseball. The Executive Board (E-Board) of Directors may exercise all the powers of the Corporation.

**Specific Powers of Executive** – Without prejudice to such general powers, it is hereby expressly

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declared that the Directors shall have the following powers:

1. Executive Board (E-Board) of Directors to hold a meeting monthly.
2. Hold any meetings at any given time whether regularly scheduled or specifically called.
  - Executive Board (E-Board) meeting can be called to order by any member of the E-Board to meet and discuss any issues that may arise.
3. To make decisions that arise out of situations deemed necessary to be handled prior to the next regularly scheduled Board Meeting. Any changes must be approved with the confirmation of a 2/3 vote of quorum of the Executive Board (E-Board) of Directors.
  - All E-Board decisions will be reported to the Board of Director members at the next scheduled board meeting.
  - All E-Board decisions can be revisited by the Board of Directors with a 2/3 vote.
4. Shall have the sole power to review and approve any application for Financial Assistance.
5. Annually review and revise all previous seasons By-Laws and Policy and Procedures.
6. Executive Board (E-Board) can be called to order by any member due to discretionary issues.

Section 2. The Board of Directors shall meet on a monthly basis at such time and place determined by the President. Special meetings of the Board may be called by the President, or by the Secretary, upon receipt of the written request of at least two (2) members of the Board of Directors.

Section 3. The Board of Directors shall have the authority to suspend, discharge or otherwise discipline any member, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of the League.

Section 4. Any adult (persons 18 years of age or older) who is suspended, removed or otherwise disciplined by the Board of Directors shall have the right to appeal in writing to the League President within 48 hours of the suspension and the Executive Board of Directors must then respond within 72 hours from receiving said appeal with its findings.

Section 5. The President shall, upon evidence of misconduct of any player, notify the manager of the team of which the player is a member and the parents of any such player who is less than 18 years of age, within 24 hours of the act. The manager shall appear with the player before the League Player Agent, and at least three other members of the Board of Directors, for consideration of appropriate action. The player's parents or guardian shall be advised of and **MUST** attend such meeting.

Section 6: No member of the Board of Directors shall receive any monetary compensation for their services as Directors, but may be reimbursed for authorized expenditure of legitimate expenses.

## **Article IV. Financial Policy.**

Section 1. The Board of Directors shall decide all matters pertaining to the finances of the League, bearing the responsibility to conduct the financial affairs of the League in a sound business-like manner.

Section 2. To equalize the benefits of the League for all participating teams, solicitation of funds shall be for the treasury of the League and contributions to individuals or teams shall be discouraged.

Section 3. The Board of Directors shall institute policy relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports, and an annual audit of the books of the League.

## **Article V. Auxiliary.**

Section 1. An Auxiliary organization may be formed for the purpose of assisting the Board of Directors in fund-raising activity, concession stand operation, and other activities as suggested by the Board of Directors.

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Section 2. All activities of the Auxiliary are subject to the approval of the Board of Directors.

Section 3. The President of the Auxiliary shall become a member of the Board of Directors of the League upon election and for the term of office.

### **Article VI. Duties of Officers.**

Section 1. The President shall preside at all meetings of the League membership and at all meetings of the Board of Directors; shall serve as the Chief Executive Officer of the League; shall be an ex-officio member of all standing and special committees and shall perform such other duties as are normally associated with the office of President.

Section 2. The Vice President shall perform such duties as may be assigned by the President; shall otherwise assist the President in the performance of the President's duties and shall preside at meetings in the absence of the President. The Vice President is responsible for maintaining all Live Scan/Background Check information for the league. The Vice President must also therefore be Live Scanned/Background Check and cleared. The Vice President will also be the custodian of record through the DOJ.

Section 3. The Secretary shall have custody of the Constitution and Bylaws, and all other records of the League; shall keep an accurate record of the meetings and other activities of the League and of the Board of Directors; shall be responsible for all correspondence on behalf of the League and shall transmit all records and correspondence to any person elected to succeed him or her in that office.

Section 4. The Treasurer shall receive and disburse all funds with the approval of the Board of Directors; shall keep an accurate account of all funds received and disbursed for the League; shall submit a financial report at all regular meetings and at such other times as may be requested by the President; shall compile a "year end" detailed report for all income and expenditures for that season; shall provide the books of the League and such other documentation as requested for the annual audit and shall transmit all financial records to any person elected to succeed him or her in that office.

Section 5. The Player Agent shall supervise the annual registration of player candidates, tryout sessions and distribution of players among League teams and shall maintain any listing of eligible players not assigned to teams who may be available as replacement players.

### **Article VII. Standing Committees (Board of Directors).**

Section 1: The Field Director shall be charged with the general preparation, maintenance, development and improvement of all playing facilities owned, leased or used by the League and shall make recommendations to the League Treasurer and/or Board of Directors for suggested or needed expenditures in this area of operation.

Section 2: The Equipment Director shall be charged with the responsibility of ordering and purchasing playing equipment for the League, the distribution of equipment among the League teams, the collection, inventory and storage of equipment during the off-season and preparation of such reports and suggestions as needed by the League Treasurer and/or Board of Directors for budgetary action.

Section 3: The Chief Umpire shall be charged with obtaining suitable umpires for the League as directed by the Board of Directors, shall consider all complaints relative to umpires and make suitable recommendations to the Board of Directors. The Chief Umpire shall make every effort to register all umpires with PONY.

Section 4: The Publicity Director shall be responsible for news media relations and the general publicizing of League activities and special events. The Publicity Director shall update the "News" board outside the snack bar as necessary.

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Section 5: The Sponsorship Coordinator shall be responsible for developing a program designed to solicit sponsors and boosters to help the League financially. It shall also be responsible for offering proper gratitude on behalf of the League in writing, to all donors and to award such plaques or items to donors that the Board of Directors shall prescribe.

Section 6: The Tournament Director shall be responsible for planning and overseeing all tournaments that are hosted by East Long Beach Pony; tournaments include and East Long Beach Pony sponsored tournaments, official PONY sanctioned tournaments and any other tournaments as prescribed by the Board of Directors; responsible for overseeing the All-Star selection process.

Section 7: The Statistician shall maintain win/loss records of all teams, by Division, and to post said records in a prominent location each week. He shall make certain official scorebooks are available in the Field Storage Bin prior to each and every game. He shall conduct training clinics and advertise said clinics in such a manner that all teams have accessibility to this learning experience, and shall assist team scorekeepers, if and when necessary, in the proper way to perform this function.

Section 8: The Division Directors shall each act as the liaison between the League and Managers. They shall oversee each team in their Division to make certain that all Managers are performing their duties in accordance with ELBPB Rules and Regulations. They shall confirm that each Manager has made an initial contact with every player on his team within five (5) days of the draft, and further, has established and begun a practice schedule. Prior to Opening Day, each Director shall hold a meeting with his Managers, which shall be open to Managers of each division. They shall have the full responsibility for the control and supervision of their Division and shall be the first Officer to be consulted in the event of a problem or dispute. They must notify the President and Secretary of any issues and/or actions taken in their division within 24 hours in writing. A Division Director shall not manage or coach a team within his Division without the express approval of the Board of Directors. In the event a Division is without a Director, it shall be incumbent upon the President and Vice President to recruit said director.

Section 9: The Snack Bar Committee shall provide a clean and fully stocked Snack Bar. All disbursements shall be itemized and reported to the Treasurer. The Snack Bar Chairman shall act as supervisor of the Stack Bar staff and will set forth a schedule by team for manning the Snack Bar.

Section 10: The Member-at-Large shall provide special duties as assigned throughout the season by the Board of Directors.

## **Article VIII. Special Committees.**

Section 1. Special Committees may be appointed by the President for such special purposes as deemed necessary. Committee duties and responsibilities are to be outlined at the time of the appointment and such committees shall be dissolved at the annual meeting following appointment, but may be re-appointed at any time following the annual meeting.

## **Article IX. Roberts Rules.**

Section 1. The rules contained in the most current edition of "Roberts Rules of Order" shall govern League meetings and meetings of the Board of Directors and League Committees in all cases in which they are applicable and not inconsistent with these Bylaws and any special rules of order the League shall adopt.

## **Article X. Amendments.**

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## ***ELB By-Laws***

Section 1. These Bylaws may be amended by majority vote of the League membership at the annual meeting or a special meeting called for that purpose provided notification for special meetings for this purpose is provided to the membership at least 10 business days in advance of the date of such meeting.

Section 2: The Executive Board of Directors can annually review and revise all previous seasons By-Laws and Policy and Procedures.