



Standing Rules

1) Order of Business

- a) Call to Order
- b) Roll call
- c) Approval of Minutes
- d) Reading of Correspondence
- e) Treasurer's report
- f) Committee reports
- g) Unfinished business
- h) New business
- i) Adjournment

2) Duties of Officers

- a) **President** – Shall preside at all meetings at which he or she is present; enforce all rules set down by the membership and see that they are carried out.
- b) **Vice President** – Shall preside during the absence of the President and make sure all rules are enforced. Assist the President at his or her request.
- c) **Secretary** – Shall take minutes at all meetings and report at the regular monthly meetings. Secretary is also responsible for the registration process.
- d) **Treasurer** – Shall receive all monies and/ or paid receipts, pay all expenditures approved by the membership. Will carry bonding insurance to be paid by the league. The Treasurer and President must sign all checks. Prepare and assist in the yearly audit of books.
- e) **Baseball and Softball Personnel Directors** – Shall represent all Managers and Coaches at the Executive Board Meetings. Also, will handle any complaints, if possible, prior to their submission to the Five Member Committee.
- f) **Sponsor Director** – Shall be responsible for the solicitation of League sponsors as well as to serve as the liaison between the League and these sponsors.
- g) **Booster Director** – Shall be responsible for fundraising activities.
- h) **Concession Director** - Management of the concession stand, stand inventory and stand personnel coverage
- i) **Baseball and Softball Development Directors** – Shall be responsible for coordinating efforts to ensure the values of the organization are consistently integrated into the organization. This entails communicating with partners to schedule and execute Board, Coach and Parent workshops, as well as ongoing evaluation of coaches and providing feedback and guidance throughout the season.
- j) **Head Umpire** – Shall be responsible for managing the umpires, to include education, scheduling, rule enforcement and interpretation and dress code. The Head Umpire shall be the single point of contact for rule interpretations for the League and may defer or request assistance of higher governing body officials.
- k) **Maintenance Director** – Shall be responsible for the upkeep of the fields, to include preparing fields for play at the respective divisional guidelines.
- l) **League Trustees** – Shall be appointed positions by the board and act as an advisor and assistant to the board as needed, but do not have voting rights.
- m) **Past President** – Shall be the immediate past president that served and acts as an advisor to the board. The term may be extended in one-year increments as deemed necessary by the board and is a non-voting position.

3) Registration Fees and Setting Number of Teams



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- a) Registration dates to be set and published yearly. Registration will be required for all players (even frozen ones.) A designated fee must be paid at the time of registration.
- b) All non-frozen players will have their name posted on a class registration list in the order in which they are registered. Registration is not complete until the fee is paid. In the event of a bounced check the writer of the check will be notified of the problem and given seven (7) days from the time of notification to make registration payment. If payment is not made, then the player will be removed from the list. If payment is made after the seven-day time limit they will then have to re-register and pay the late fee, and the player will be added to the list.
- c) The board will meet after registration dates to determine the number of teams based on the number of registered players per division.
- d) No fees will be returned after the first scheduled game has been played.
- e) Teams wishing to organize and play under NRBL and not play for a Hot Stove league must be approved by the board. Associated fees paid to the League will be determined by financial assessment of costs associated with participation in the outside organization.

4) Choosing Managers

- a) Managers will be decided by the Executive Board. If, after registration, there is a need for additional Managers, applications will be taken to fill those positions. The board will use the following criteria to make manager selections:
 - i) Previous experience as a manager or Coach with the North Ridgeville Hot Stove Baseball League
 - ii) If a previous Manager, how was turn in of equipment and uniforms.
 - iii) If a previous Manager, a look at parental complaints will be reviewed.
 - iv) League involvement (volunteering for committees, fundraiser participation, maintenance and Board positions.)
 - v) Attendance at league meetings.
 - vi) Previous experience as a Manager of Coach outside of this league.
- b) All Managers must be at least 18 years of age or older and be a member in good standing. If more information is needed, the Executive Board will conduct a personal interview.

5) Choosing Teams and the Draft

- a) The Board will set the number of teams, and all non-frozen players will be called the “eligible players list.”
- b) Managers will have the opportunity to “freeze” up to twelve (12) players for ages 9 and older, and thirteen (13) players ages 8 and younger.
- c) Freeze list registration will be closed on December 31 of the year. Full payment for all freeze list players must be made by January 15.
- d) Freeze list must include Manager’s son(s) or daughter(s.)
- e) The Executive Board will determine the draft date. The league secretary or respective personnel director will notify managers of the draft at least seven (7) days prior to the date. The draft will consist of eligible players list. Player registration form will be each player’s representation. Players will be picked privately by Managers. All players picked in the draft will be notified by their team Manager or respective personnel director at the end of the draft by phone or email within 48 hours.
- f) There must be a representative from each team involved in the draft. If no team representative is present, then two board members not coaching in that class will represent that team.
- g) Team representatives will draw numbers to determine the order of picking in the draft. The team with the most frozen players will remain pat while the other teams match this number. Draft example: Team A, 9 frozen players, draws #3. Team B, 8 frozen players, draws slip #2. Team C, 7 frozen players, draws slip #1. Team C has the first pick, then Team B, then Team A, now all teams have 9 players and will continue to draft in order.



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- h) All Managers in that class must agree upon any exchange of players from the draft. This exchange must be made on draft day and must meet Board approval.
- i) Late registrants may not be frozen or chosen in the draft until they are placed on the eligible players list by the Board.
- j) Any dispute between a manager and player that cannot be resolved may be brought before the respective Personnel Director by the Manager, player or the player's parents.
- k) No players shall be on a team roster until their registration form and money are turned in.
- l) No practices shall be held after the draft until the Board meets to address parental requests, hardships, etc. After the Board meeting, then practices may begin.

6) Manager's Duties

- a) The Manager or a representative from the team must attend all monthly meetings.
- b) The Manager is responsible for getting a hard copy of schedule of games to the Vice President and Secretary.
- c) In the event of rain, field conditions (whether playable or not) will be determined by the Maintenance Director. The Maintenance Director will contact the President. The President will contact the Head Umpire, Secretary, Concession Director and the Home Managers. Home Manager will then be responsible to contact the visiting team to inform them that the game is cancelled. This message can be left at the home or cell phone of the visiting Manager, with the Manager or a member of the family. Call to be made no later than 4:30 PM when game time is 6:30 PM. If a daytime game, call is to be made 1.5 hours before scheduled game time. **NO MANAGER WILL CALL OFF A GAME UNTIL HE OR SHE IS NOTIFIED BY A MEMBER OF THE EXECUTIVE BOARD OR BOARD OF DIRECTORS.**
- d) The cleanup of home and visitor dugouts and cleaning the surrounding field area is the responsibility of the home team. This includes the returning of the bases to the proper place after the game and raking the batter's boxes and pitching area.
- e) It is the responsibility of all Managers to see that his or her team participates in all fundraisers approved by the league. It is also the Manager's responsibility to assist the Team Parent (if designated) in fulfilling all obligations concerning the fundraiser.
- f) It is the responsibility to assist the Manager or Team Parent to make sure that there is enough help in the concession stand for the dates assigned to your team throughout the season.
- g) Any North Ridgeville Manager, Coach or player that is ejected from a game, regardless of the league in which they play will be suspended from their next league or playoff game, to include county and state tournaments and championship games, at a minimum, or in accordance with the associated league's governing rules.
- h) A mandatory Coach's clinic is to be attended by the Manager and Assistant Manager prior to the start of each season. All other team coaches are strongly urged to attend.

7) Disciplinary Actions

- a) This section will detail the penalties to be levied against players, coaches or other members when in violation of any standing rule or failure to comply with said rules. Based on the severity or frequency of violations, any penalty may be levied at any time and do not have to include lower-level steps.
- b) Any member in good standing may be placed on probation at any time. Major Infractions (Level II) will be cause for mandatory probation. All probations are subject to Executive Board review.
- c) **Level I** – Minor Infractions – Reserved for isolated incidents which are deemed minor in nature.
 - i) Verbal Warning
 - ii) Written Warning
- d) **Level II** – Major Infractions – Reserved for severe incidents related to league activity but not limited to missed coaches or board meetings, game ejections, misconduct, conduct unbecoming of a coach, player



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or spectator, failure to actively participate in League fundraisers, failure to provide proper staffing for the concession stand or defamation of the league or its membership.

- i) One game suspension
- ii) Five game suspension
- iii) One year suspension
- iv) Two-year suspension

(1) Any suspension levied will also automatically carry the removal of person from any position they hold in the organization and will also ban that person from holding any position in the organization for at least the duration of that suspension.

(2) Any suspensions will be reported to the appropriate league's governing body.

- v) Removed as a member in good standing

e) **Level III – Intolerable acts** – These are the most heinous acts that are committed which expose the League to liability or whose actions result in severe penalties by a governing body, local, state or federal jurisdiction. These would include crimes against children, excessive ejections, misuse of League resources and other items deemed as such by the Board.

- i) Report to appropriate law enforcement authority
- ii) Lifetime ban from League to include positions and grounds.

8) Sponsors, Equipment and Schedules

- a) The Sponsor Director will contact and collect all sponsor fees.
- b) The President will appoint a Practice Schedule Chairman.

9) Complaints

- a) Any complaints or disputes of these rules will go back to the Executive Board after notification.
- b) The Board has the right to review any complaints and assist or remove any Manager, Assistant Manager or Coach from any team by a five (5) member vote.

10) Amendments

- a) These rules may be amended at any time by a majority vote of the members present at a meeting.

Amended October 2024



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