

Sauk Rapids-Rice Youth Baseball Association, Inc. Bylaws

A Minnesota Non-Profit Corporation

Article I.

Name and Boundaries

Section 1. The name of this corporation is SAUK RAPIDS-RICE YOUTH BASEBALL ASSOCIATION, INC.

Section 2. A. The boundaries of this corporation shall be the Sauk Rapids/Rice School District.

B. This corporation may waiver in on an equal basis individual from other school districts that don't have organized youth baseball programs.

Article II.

Offices of the Corporation

Section 1. Principal Office

The principal office for the transaction of the activities, affairs, and business of the Corporation is located at PO Box 714, Sauk Rapids MN 56379-0714. The board of directors may change the principal office from one location to another. Any change of location of the principal office shall be noted by the secretary on these bylaws opposite this section, or this section may be amended to state the new location.

Section 2. Other Offices

The board may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to conduct its activities.

Article III.

Purpose

Section 1. The purpose of this corporation shall be to:

- A. Promote youth baseball in Sauk Rapids and Rice and the surrounding area.
- B. To promote good sportsmanship.
- C. To teach the skills and rules of baseball.

Section 2. It is the intent of this corporation to follow and abide by the rules of the National Federation of State High School Associations.

Section 3. No member, director, or officer of this corporation shall have any right, title, or interest in any property of any kind owned by this corporation, nor any income or other funds received or held by this corporation, except in return for services rendered to the corporation.

Section 4. No substantial part of the activities of this corporation shall be to carrying on of propaganda, or otherwise attempt to influence legislation, nor participate in or intervene in any political campaign on behalf of any candidate for public office, including the publishing or distributing of statements.

Article IV.

Membership

Section 1. Voting members of this corporation:

- A. Must have a player registered with this corporation or hold an active seat on the board of directors.
- B. It is mandatory for all players to have at least 1 parent or guardian as a voting member of this corporation.
- C. There is no requirement for persons interested in a board position to have an active

player in the association.

Section 2. Non-voting members of this corporation:

A. Shall be open to all adult individuals within the State boundaries that have an interest in the promotion and activities of this corporation.

B. Shall be allowed to enter in all discussions.

Section 3. Information regarding all association activities will be relayed to association members through email and/or posted on the association's website. Parents must submit the proper registration forms to the corporation.

Article V.

Meetings

Section 1. The annual meeting of this corporation shall be in September, at which time the officers for the ensuing year shall be elected. Officers shall be sworn in at the October meeting pending passing an approved background check.

Section 2. This corporation shall hold meetings monthly from January to October. No meetings will be held in November and December unless needed. The President shall have posted on the association's website at least 30 days in advance, the date, time and location of the meeting. An agenda for monthly meeting will be posted 7 days prior to monthly meeting occurring.

Section 3. The Executive Board shall hold monthly meetings, and other meetings as the President deems necessary. Special meetings may also be called by at least three members of the Executive Board.

Section 4. Board members must be present for 80% of the meetings and at least 2 special events (Spring Clean-up, Bob Cross Day, SRYBA hosted tournament(s), Player Evaluations, Fall Clean-Up, etc.)

Article VI.

Government

Section 1. Open board positions will be posted on association website by September 1st and also made available at fall evaluations.

Section 2. Interested parties in open positions should contact board secretary via email or sign-up at fall evaluations. Additional nominations may be taken from the floor at the annual meeting.

Section 3. The following positions will be made available for elections at the September meeting: Vice President (4 year term progressing to president after 2 years, elected on odd years), Secretary (2 year term, elected on odd years), Treasurer (2 year term, elected on even years), Communications and Media Coordinator (2 year term, elected on odd years), Field Maintenance Coordinator (2 year term, elected on even years), Evaluation Coordinator (2 year term, elected on odd years), Volunteer/Umpire Coordinator (2 year term, elected on even years), Equipment Coordinator (2 year term, elected on odd years), Scheduling Coordinator (2 year term, elected on even years), all Level Coordinators as required at each age group (Tee Ball/Coach Pitch, 9 CMCBL, 10/11 CMCBL, 12/13 CMCBL, 14/15 CMCBL, Gopher State). The position of Gambling manager shall be appointed by the Board. The CMCBL Commissioner position shall be appointed to an existing board member by the Executive Board, if no interested board member, duties shall fall on the President or Vice President.

Section 4. Voting shall be done by secret ballot at the October meeting one at a time and announced immediately. A voting member in good standing unable to attend the October meeting may ask for and receive an absentee ballot. The ballot shall be submitted to the President prior to the meeting in a sealed envelope with a separate ballot for each position and opened and counted at the time of the other ballots. The ballot shall allow for voting for candidates identified at the September meeting and any write in candidates.

Section 5. Balloting shall continue until a majority vote is received by one candidate.

Section 6. Candidates must be a voting member of the corporation in good standing. All elected persons must pass an approved background check prior to being accepted onto the Board. All officers may complete their term of office and maintain full voting powers in the event their player moves out of our baseball program.

Section 7. The Executive Board, in the case of the resignation, death, or inability of an elected officer of the corporation, may, by majority vote, select a replacement for the remainder of the term of the office affected.

Section 8. An elected officer of the corporation may be removed for just cause by recommendations of the Executive Board and a 3/4 majority vote at an Association meeting. The affected officer shall have the right to have the cause presented in writing and appear before the Executive Board or Association. President appointed committee members/coordinators may be replaced by the President at his/her desire.

Article VII.

Officers and Duties

Section 1. Executive Board

A. The Executive Board consists of the President, Vice President, Secretary, Treasurer and Gambling Manager.

B. The Executive Board shall have the authority to make all necessary decisions during the interval between the meetings of the corporation to manage the corporation in such manner as the Executive Board shall deem best in the interests of the corporation and the baseball program.

C. The Executive Board shall, among other things, be responsible for the following matters:

1. Financial planning and policies.
2. Organization of results of evaluations and organization of teams.
3. Oversee the selection of coaches.
4. Oversee registration and certification of players.
5. Supervision of all activities of the teams.
6. Recruitment of new players and the promotion of baseball.
7. Proposed guidelines for all standing committees and proper procedures to be followed and presented to the membership.
8. Supervise all chairs, coordinators, coaches, or any other appointed positions.

Section 2. Duties of President

A. Preside at meetings of the membership, Executive Board and shall be an ex-officio member of all standing committees.

B. Subject to the Executive Board and the voting membership shall have general charge and supervision over the business affairs of the corporation.

C. Shall execute all bonds, contracts, and other agreements as authorized by the membership and/or Executive Board.

D. Shall follow all duties and responsibilities of a CEO as outlined by the Minnesota Gambling Control Board.

Section 3. Duties of Vice President

- A. Shall assume the duties of the President in the absence of the President.
- B. Shall coordinate background checks on board members and coaches.
- C. Shall coordinate jersey and apparel orders.

Section 4. Duties of the Secretary

- A. Shall keep and report the minutes of all regular, special, and Executive Board meetings.
- B. Shall keep attendance at all meetings.
- C. Shall make ballots for elections in October.
- D. Responsible for tabulation of evaluation results.

Section 5. Duties of Treasurer

- A. Shall have custody of all funds of the corporation.
- B. Shall keep accurate records of all receipts and disbursements, make monthly reports to membership and submit a written year-end statement.
- C. Shall pay all bills incurred by the corporation under authorization of Executive Board or general membership.
- D. All checks shall be signed by one of three authorized officers, Treasurer, President or Vice President.
- E. Shall have books and ledgers reviewed quarterly by Executive Board.
- F. Shall provide monthly reports to President if unable to attend upcoming monthly meeting.
- G. Outgoing Treasurer's duties will include a 90 day transition period with the incoming treasurer to complete all financial reports.

Section 6. Duties of Gambling Manager

- A. Will be responsible for following all requirements of a Gambling Manager as defined by the Minnesota Gambling Control Board.
- B. Shall provide monthly reports at meetings.
- C. Shall provide monthly report to president if not able to attend monthly meeting.
- D. Outgoing Gambling manager duties will include a 90 day transition period with the incoming Gambling manager to complete all financial reports.
- E. Gambling manager is responsible to supervise, hiring/firing and disciplining all employees.

Section 7. Duties of Level Coordinators

- A. Act as a liaison between the teams within the level, assist the teams in getting organized at the start of the season, assist in scheduling of tournaments and games where needed.

Section 8. Duties of Volunteer/Umpire Coordinator

- A. Determine the number of volunteer hours required by each family in the association for a given year.
- B. Communicate volunteer opportunities to the members of the association and track number of hours each volunteer has completed.
- C. Relay information to the umpire scheduler related to all home games for all SRYBA teams ages 9-15.
- D. Maintain the associations Arbiter account and update Arbiter anytime a game is cancelled or postponed.

Section 9. Duties of Communications and Media Coordinator

- A. Relay pertinent information from the Board to the association through various forms of electronic communication.
- B. Maintain association's website and social media page.
- C. Coordinate all online registrations.
- D. Monitor email account for Association.

Section 10. Duties of Equipment Coordinator

- A. Manage the procurement, distribution, maintenance and inventory of the association's equipment and uniforms.
- B. Shall be the primary contact person between the association and equipment vendors.

Section 11. Duties of Field Maintenance Coordinator

- A. Coordinate all field upgrades and maintenance.
- B. Oversee the organization and supervision of field maintenance workers.
- C. Maintain relationship with district grounds crew.

Section 12. Duties of Scheduling Coordinator

- A. Coordinate with the school district to schedule all practices and games related to the field usage.
- B. Coordinate Association yearly photography.

Section 13. Duties of Evaluation Coordinator

- A. Responsible for the overall organization and execution of the evaluation process. This includes soliciting and selecting evaluators, volunteers and location of tryouts.

Article VIII.

Finances

Section 1. The fiscal year of this corporation shall be from January 1 to December 31.

Section 2. Completed financial statements and proposed budget for the coming year shall be

presented at the January meeting.

Article IX.

Committees

Section 1. The Executive Board shall determine the standing committees deemed proper and

necessary to fulfill the purpose of this corporation.

Section 2. The President shall appoint all chairs and coordinators.

Article X.

Amendments

Section 1. These bylaws may be amended by a two-thirds vote of the voting members present at

any meeting after which a 30 day notice has been given.

Section 2. These bylaws may be suspended by a two-thirds vote of the voting members present at

any membership meeting, provided a quorum is present.

Article XI.

Dissolution

Section 1. Upon dissolution of this corporation, any remaining assets are to be given to organizations organized exclusively for the promotion of baseball, or any other charitable, educational, or scientific purpose as shall at that time qualify as an exempt organization under Section 501 ©(3) of the Internal Revenue Code of 1954.

President: _____ Secretary: _____

Dated: _____ Dated: _____