

Saxonburg Area Baseball Association

Constitution and By-laws

“Adopted October 6, 2005”

Last modified September 13, 2017

Constitution

Article I: Name

A. This organization shall be known as the Saxonburg Area Baseball Association, hereafter known as the Association or SABA.

Article II: Objective

A. The first and only true objective of the association is to implant in the minds of young people in the Association’s communities, the high ideals of sportsmanship, honesty, loyalty, courage, and reverence. Also, to further instruct and teach baseball, team play and cooperative living.

B. This objective shall be achieved by providing a supervised program of baseball contests. The members of the Association shall bear in mind that the objective, as stated above, shall be the primary purpose of this program. And the need to win shall be secondary to the objective, stated above.

Article III: Government

A. The government of the Association shall be known as the “Board”, and shall be as follows:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. IT/Webmaster
6. Concessions Manager
7. Commissioner: Coach Pitch/T-Ball
8. Commissioner: Farm League
9. Commissioner: Minor League
10. Commissioner: Bronco League
11. Commissioner: Pony League
12. Commissioner: Colt League
13. Commissioner: Senior League
14. Groundskeeper
15. Fundraising manager

16. Tax Preparer and Advisor

The President and Vice President are elected for a 3-year term.

The Secretary and Treasurer are elected for a 2-year term.

All other officers will be elected for a 1-year term. Any officer may serve continuously or hold more than one office if elected.

Removal of Officers. No elected officer shall be removed from office and/or membership before expiration of his/her term except for cause. Cause shall include the misappropriation of Association funds, consistent failure to perform duties of the office and /or violation of Association by-laws or policies. A resolution that an officer be removed from office must be passed by a two-thirds majority vote of the membership. All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

B. Election of the Board:

1. Election of board members will take place at the regular monthly "Open Board" meeting in June of each year. Candidates for office may submit their name in writing to the board, or complete a registration ballot provided by the league. The board will publicize a registration ballot during the month of May. Deadline for submission of candidates shall be at the June "Open Board Meeting" by written ballot. Adult members shall have one vote. No absentee votes. All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

2. A full term shall be one year, beginning in October and ending in September. Newly elected board members shall work with current board members during August and September to enable a smooth transition of officers.

C. Government Duties:

President; Presides at all meetings, leads the local Association, and generally oversees the entire Association. The President shall be a member, ex-officio, of all committees and shall be responsible for the overall coordination of any annual tournaments held by the Saxonburg Area Baseball Association.

Vice President; Shall preside over all meetings in which the president is not present. Assists the president in overseeing the entire Association and will be a member, ex-officio, of all committees. Coordinates the organization of fall ball annually.

Secretary; He/she shall record the minutes of meetings, relay all league information to the proper people. And is responsible for all correspondence of the Association. Secretary should be cc'd on any communication when board members are addressing issues or complaints.

Treasurer; Shall be responsible for maintaining a balanced checking account, which includes making deposits and writing checks. He/she is also responsible for the preparation of monthly statements, without exception, of the financial status of the Association, and shall establish procedures for all receipts and disbursements. The Treasurer may be bonded, if necessary, at the expense of the Association.

IT/Web Manager; Shall be responsible for maintaining and developing our Website. He/She will make sure all content is accurate, suitable, and in compliance with SABA policies. He/She

is responsible for collecting and maintaining background checks on all volunteers. He/She will make sure the organization is compliant with all State Regulations in regards to background requirements. He/She will also fill in for the Secretary during meetings when the Secretary is unable to attend or take minutes. Term for this seat is one(1) year but is not limited to one.

Concession Manager; Shall be responsible for the daily operations of the Associations concession stand(s) during the baseball season. Duties shall include, menu selection, ordering supplies, operating procedures, establishing procedures for daily deposits, and conducting meetings and training for “Team Concession Directors”. The Concession Manager shall report to the board each month, a monthly statement on the financial status of the concession stands operations.

Commissioners: Duties are as follows:

1. Attend all board meetings
2. Solicit team sponsors
3. Selection of team managers, list submitted to the board for approval.
4. Tryouts and Drafts if applicable
5. Schedule of Games and Practices
6. Provide equipment and uniforms for respective league.
7. Where appropriate, establish a set of rules for their age group, and submit to the board for approval.
8. Responsible for clean up and maintenance of their field.
9. Have a meeting with respective league managers to discuss rules, operating procedures, concession stand responsibilities, and maintenance and clean-up procedures.
10. Assist with tournaments
11. Umpire arrangements for their respective league.
12. Senior Legion will play under the rules in which the team(s) play – Palomino or American Legion Rules for example.
13. Respective banquet or post season activity.
14. All Commissioners will prepare an annual budget for the current year season, which will be reviewed and approved by the board before monies will be allocated and given out by the treasurer. Budgets are due by the first monthly meeting in March.
15. Commissioners are responsible for collecting all league provided equipment at the end of season. League-owned equipment should be returned from managers and stored in sheds to be used for following years.
16. Commissioners should help assist IT/Web Manager with the collection of background checks for their managers and assistant coaches.

Groundskeeper: Shall be responsible for organizing the care of the fields and buildings in general. Duties shall include organizing the care and maintenance of the tractor and other equipment, organizing the general upkeep of the fields, and organizing the general upkeep of the buildings, organizing the construction of buildings, and attending the monthly meetings of the Jefferson Township Park Committee.

Fundraising Manager: Shall be responsible for developing and implementing fundraising projects for the Association. Duties shall include the development and implementation of the

annual SABA fundraiser, shall attempt to develop sponsors for the individual teams, field advertising signs, ads for the opening day flier and or any other fundraising needs that may arise.

Tax Preparer and Advisor: Shall be responsible for the Association's non-profit organization status, filing of appropriate tax forms and applications for government grants.

Article IV: Meetings

A. Open Board meetings shall be held on the first Thursday of the month at 7:30PM with the exception of May, June and July, August and September when the meetings will be held at 8:30PM. No Open Board meetings shall be held in October, November, and December. The board shall meet as often as deemed necessary.

B. A quorum of the board shall be present before a meeting can be called to order. Five Board members constitute a quorum.

C. The Rules of Order shall be as follows:

1. Call to order.
2. Reading of the minutes of the last meeting
3. Reading of the Treasurer's report
4. Old Business
5. New Business
6. Open Forum
7. Adjourn

D. Items that require a vote of the Board, will in addition to being listed in the minutes of that meeting, will also show how each of the Board members voted on that issue. The fashion in which these votes are recorded and published will be determined by the Secretary. Example: (PS) WT KS (TG) WM RY (BB) All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

E. As needed for reasons deemed as important, emergency board meetings will be held at decided upon location. All board members will receive notice of any emergency board meeting.

Article V: Financial Policy

A. The Board shall have the authority to use what funds are necessary to operate the Association

without membership vote. Special needs shall be authorized by majority vote of members present at a regular meeting or special meeting.

B. The Treasurer is responsible for the books. The books may be audited at any time when requested by (3) three officers of the board.

C. The league will not reimburse any individual in this Association for time or auto expense or other expense, other than injury incurred in this league, which will be covered by insurance. This policy does not apply to purchases for the league.

D. All members of the Association will support any fund drive.

E. The Associations insurance policy will be reviewed annually by the board, prior to the March monthly meeting. All board members and team managers shall be insured for liability against lawsuits. All playing fields will also have proper insurance.

Article VI: Committees

A. The Board shall have the right to form any and all committees necessary to properly operate the Association. The exact duty of each committee shall be defined as formed. Example of committees: Banquet, Registration, Fund Raising, etc.

Article VII: Adult Membership

A. Members must be at least 19 years of age. Members will consist of any person serving on the board, serving on committees and managers.

Article VIII: Amendments

A. At any time, an adult member may submit a proposed amendment to the constitution or Bylaws in writing to the board.

B. The Board as to its merit shall then consider the proposal. If a majority of the Board deem it to be good measure, it shall be presented at the next Open Board meeting.

C. At the next regular monthly Open Board meeting, the proposal shall be read aloud by the Secretary, voted upon by all adult members present, and adopted or rejected. All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

Article IX: Background Certificate Compliance

Effective July 1, 2015, Pennsylvania law requires to clear all volunteers through three separate background check processes. Certifications must be completed by every volunteer and must be submitted to IT/Web Manager by March 1st of each year. Requirements are listed below.

A. PA State Police Certification

B. PA Child Abuse History Certification

C. Any volunteer that has not resided in Pennsylvania for at least 10 consecutive years, must also complete a FBI Fingerprint criminal history certificate.

D. Only Board Members will have access to personal information and be kept confidential.

E. Any certificate that is not clear will be presented to the board for approval. Decisions will be determined by length of time, severity of charge and how it pertains to the volunteer position directly. It will be voted on during a closed executive meeting with board members only.

F. All volunteers are required to update their certificates every 3 years.

G. If a volunteer is arrested for or convicted of an offense that would constitute grounds for denying participation in a program, activity or service, or is named as a perpetrator in a founded or indicated report, the volunteer must provide the SABA Board with written notice no later than 72 hours after the arrest, conviction or notification that the person has been listed as a perpetrator in the statewide database.

H. A volunteer who willfully fails to disclose information as required above commits a misdemeanor of the third degree and shall be subject to discipline up to and including termination or denial of a volunteer position.

Article X: Dissolution

A. No part of the net earnings of the Association shall inure to the benefit of, or be distributive to, its members, directors, officers, or private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by an association exempt from Federal Income Tax, under section 501 (C) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law), or (b) by an association, contributions to which are deductible under section 170 (C) (2) of the Internal Revenue Law.

B. Upon the dissolution of the Association, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Association, transfer all of the assets of the Association to a fund, foundation, association, or corporation, organized and operated exclusively for the purpose specified in sections 501 (c) (3) of the Internal Revenue Code.

By-laws

Section I: Territory

A. Restrictions will depend on the league in which you play.

Section II: Schedules

A. Schedules will be prepared for the leagues and distributed by the commissioners in a manner that is consistent across the leagues.

B. Schedule will be prepared to allow time for routine practices throughout the season.

C. Regular season play will commence as scheduled by each league's Commissioner or by the league in which our teams play.

D. To the extent possible, playoff schedules will be published at the same time as the regular season schedule.

E. Playoff schedules should be prepared in a manner that reasonably allows for makeup games due to inclement weather without impacting the scheduled completion date.

Section III: Commissioners

A. Commissioners must be responsible for the actions of their league's managers, coaches, players and parents

B. Commissioners will be responsible for the development, coordination and communication of league specific rules to their respective managers and coaches

- C. Commissioners must have good communication skills and must routinely and effectively communicate league business and news to all managers, coaches, parents and players as appropriate.
- D. Commissioners must be considerate of the needs of both players and parents in the administration of his/her league responsibilities.
- E. Commissioners must adopt a 24 hour policy with concerns and complaints. Any person in the organization must wait 24 hours after any on or off field incident between parents, players, or any member of the organization (managers, asst. coaches, board members) that occurs during a league sanctioned event before addressing concerns to any coach, commissioner and/or board member. No discussions should take place until 24 hours after the incident occurs.**
- F. Commissioners must assign draft order randomly, with coaches present in each league.
- G. Commissioners are responsible for overseeing the playing condition of respectable fields, such as assigning grass cutting and dragging of fields.

Section IV: Managers

- A. All applicants applying for a Manager's position shall be presented to the Board by the commissioner of that division. The commissioner will then give his recommendation to the Board from that group of names for the Manager positions(s). All Managers must be approved by the Board.
- B. Managers must select his or her own assistants following the annual draft, unless that assistant was part of that same team the previous year. This list must be submitted to the Board for review.
- C. Managers and/or one of his/her assistants must attend the regular scheduled Open Board Meeting held the First Thursday of each month beginning February through September each year.
- D. Managers must be responsible for his/her coaches and players' actions while under his charges.
- E. Managers must have a general understanding of the rules of baseball.
- F. Managers must be an instructor of all players and not in the position for the purpose of promoting his/her own child.
- G. Managers must have good communication skills to be able to work with players and parents.
- H. Managers must be willing to attend seminars or courses on managerial skills so he can teach players the necessary skills to be able to move on to the next level of competition.
- I. Managers must be able to delegate to coaches, and parents to share the teams responsibilities in order to make baseball a community and family sport.
- J. Any person not approved to be team manager must be approved by the board to be involved with the team in any fashion.**
- K. Managers must be willing to donate time to field repairs and league functions.
- L. Managers must work with the Commissioner of their league in order to keep the league functioning properly.
- M. Managers must be able to have fun with the players to keep their interest as well as teach them baseball. If players stop having fun, they stop playing baseball.
- N. Managers must be considerate of the needs of both players and parents in the administration

of his/her team responsibilities.

O. Managers must know the rules for his / her teams age group, including but not limited to pitching limitations, playing time, batting order, safety and position play.

P. Managers must work with Commissioners to adopt a 24 hour policy with concerns and complaints. Any person in the organization must wait 24 hours after any on or off field incident between parents, players, or any member of the organization (managers, asst. coaches, board members) that occurs during a league sanctioned event before addressing concerns to any coach, commissioner and/or board member. No discussions should take place until 24 hours after the incident occurs.

Section V: Players

A. Players for each of the Association's leagues will be selected to provide a continued parity in the leagues with respect to age.

B. Any player who meets the age requirements shall be considered for membership on a team in the age group that their birthday falls.

C. April 30th will be the cutoff date for each league except for Tball.

D. Membership will be as follows:

1. Coach Pitch League (Tball) Ages 4, 5 & 6 for players born after 2012

Players must be 4 years of age on or before **August 31st**.

2. Farm League Ages 7 & 8

Players must be 7 years of age on or before **April 30th**.

3. Minor League Ages 9 & 10

Players must be 9 years of age on or before **April 30th**.

The above age groups shall be known as the Instructional League. The Instructional League is defined as a competitive baseball league with an emphasis on instruction and individual player development. The appropriate Commissioner and managers are responsible for the implementation of the instructional component of each league. All players should be given the opportunity to play different playing positions and all managers should create a rotation to make sure play time is fair for all players.

4. Bronco League Ages 11 & 12

Players must be 11 years of age on or before **April 30th**.

5. Pony League Ages 13 & 14

Players must be 13 years of age on or before **April 30th**.

The Pony League Commissioner will determine try-outs and participation in a league. Each team should have no more than 14 rostered players. After registration, the Board will make a determination as to whether we have enough registrants to support the team(s) and what organization(s) will be participated in. No player will be permitted to double roster on other team. Double roster is defined as a player that plays/rosters on two different teams within the same organization and/or a team outside of Saxonburg within the same age group. A call-up from the Bronco League would not qualify as double roster. No participants outside the Knoch Area School District will be accepted (Parents or Guardians home address determines the area) unless there are roster spots available as governed by the association.

6. Colt League Ages 15 & 16

Players must be 15 years of age on or before **April 30th**.

The Colt League Commissioner will determine try-outs and participation in a league. Each team should have no more than 14 rostered players. After registration, the Board will make a determination as to whether we have enough registrants to support the team(s) and what organization(s) will be participated in. No player will be permitted to double roster on other team. Double roster is defined as a player that plays/rosters on two different teams within the same organization and/or a team outside of Saxonburg within the same age group. A call-up from the Pony League would not qualify as double roster. No participants outside the Knoch Area School District will be accepted (Parents or Guardians home address determines the area) unless there are roster spots available as governed by the association.

7. Senior League Ages 19 & Under

All players 19 years of age (at the end of the current calendar year) and under would be eligible to try-out for the Senior League Team(s). The Senior League Commissioner will determine tryouts and participation in a league; currently Butler County Area Legion (BCAL) since 2007.

No participants outside the South Butler School District will be accepted unless there are roster spots available. Roster size determined by the BCAL stands at 18 players. Once Senior League registration is completed the Senior League Commissioner will make a decision on how many roster fill-ins will be needed to complete the BCAL roster. The extra players need to comply with

SABA and BCAL territory boundaries and must register with SABA.

Extra player per game participation fee will be pro-rated based on Senior League registration fee minus uniform cost/scheduled Legion season games.

Example: Registration fee minus uniform cost = \$200, Legion schedules 20 games, cost per game played = \$10.00, collected by Senior League Manager and given to the treasurer with a detailed report at the end of the season.

8. Federation League Ages 13 & up

Players must be 13 years of age on or before **April 30th**.

The respective League Commissioner will determine try-outs and participation in the Federation league. After registration, the Board will make a determination as to whether we have enough registrants to support the team(s) and what organization(s) will be participated in. The respective coach for that team will determine whether he wants to double roster a player. Double roster is defined as a player that plays/rosters on two different teams within the same organization and/or a team outside of Saxonburg. A call-up from a lower level League would not qualify as double roster. No participants allowed outside of Butler County (Parents or Guardians home address determines the area). All players must be registered with SABA.

E. Registration;

1. Registration will be announced annually through various means of advertisement.
2. Registration is to be held annually, prior to March 15th.
3. No registrations will be accepted after the drafting of players for each division. Players may be added to the Farm and Coach Pitch Divisions depending on the ability to acquire uniforms for them.

Note: The only exception to be considered would be for a player just moving into the Saxonburg Area Baseball Association's registration area.

F. Selection to a Team;

1. A player must play for the team he/she was selected for at the annual draft of players.
2. With respect to rosters in the Farm, Minor, Bronco, Pony and Colt Leagues: The board may grant players the opportunity to play at the next level i.e. 8 year olds to the Minor League, 10 year olds to the Major league, 12 year olds to the Pony league and 14 year olds to the Colt league. This is providing the league needs additional players to balance out the number of players on a team. Players can not advance more than 1 year. Players approved to advance shall not be eligible for All Star Tournament Play at their original playing level unless voted by board. All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

Example: If the Bronco league has 69 players registered (ages 11 & 12) and the board decides to have 6 teams with 12 players on a team then the board may permit up to 3 Ten year olds the opportunity to play at the Bronco level. For a player to be considered he/she must write a letter to the board (prior to drafting of teams) asking that he/she be considered the opportunity to play at the next level. The names will be forwarded to the appropriate drafting committee or commissioner for their consideration. The drafting committee is not obligated to advance any player(s), unless the player has the necessary skills to participate at the next level. The drafting committee will determine the eligibility and skill level of the players asking to advance. The sole purpose for allowing any player the opportunity to advance is to balance out the number of players on a team providing the player has the necessary skills.

3. With respect to rosters in the Farm, Minor and Bronco leagues: The board may grant players the opportunity to play at the same level if they are required to advance because of an age change. i.e. a 9 year old may request to stay at the Farm level for one more year, an 11 year old may request to stay at the Minor level or a 13 year old may request to stay at the Bronco league level for another year. For a player to be considered he/she must write a letter to the board

(prior to drafting of teams) asking that he/she be considered the opportunity to play at the same level. The board will consider such a request after the board has spoken to the players Manager, other Managers and Coaches from the league that he/she played for in the previous season.

G. Drafting Rules: (All Divisions)

1. Drafting of teams for the minors, bronco and pony league will take place at a date and Time to be announced by the board after registration has been closed.
2. There will be no tryouts held for the purpose of drafting teams.
3. Drafting of teams will be held each new season and all registered players will be redrafted.
4. A drafting committee will be formed for each division that will consist of the following people.
 - a. Commissioner of the Division.
 - b. The approved managers for the upcoming season.
 - c. Also invited but not required to attend any manager(s) from the previous season that what to attend to help the drafting committee form fair teams.
5. Drafting of Players

a. Prior to the draft, all registered players will be categorized using the following format:

1. Age Groups
2. Established Pitchers and Above Average Ball Players
3. Secondary Pitchers and Average Ball Players
4. Inexperienced or New Ball Players
5. Teams will be assigned by sponsors based on the number of teams in the division.
6. Drafting procedures will be at the discretion of each commissioner.

Section VI: Playing Rules

- A. Playing rules shall be those of the respective league that teams are participating.
- B. At any time, only (4) four adults may be in the dugout or the playing field. The four adults will be there for the purpose of managing or coaching the team. All registered coaches and assistant coaches must have a completed and cleared background check.
- C. No tobacco use (smoking or chew) or alcoholic beverages are permitted on or near the playing fields. The Parks Association prohibits any alcoholic beverages in the park (SEBCO), which is considered the Associations home field for almost all of our teams. Off premise fields utilized by the Association will abide by the same rules. Smoking permitted in parking lot ONLY.
- D. Reciting the United States Pledge of Allegiance before every in-house game. This involves the "Instructional League" which is T-Ball through Minor League levels. It is encouraged that all other levels do the same unless the National Anthem is played. Each Manager will have their teams toe the first and third base lines and recite the Pledge. The Home team is responsible for this. If a child does not want to participate then they can simply bow their head.

Section VII: Code of Conduct

A. Expectations of Commissioners, Coaches, Players and Spectators

All participants in league events, including but not limited to parents, players, spectators, coaches and board members, agree to adopt a 24 hour policy with regards to addressing issues, concerns and/or complaints. Any participant must wait 24 hours after an incident occurs before addressing those concerns to any other participant. No discussions should take place until 24 hours after the incident. For the purposes of this paragraph, an incident is defined as any on or off field event, disagreement, conflict, complaint, confrontation, or similar occurrence that occurs between any participants during league sanctioned events. All participants agree to address any incident in a calm, respectful, and sportsman like manner so as to maintain a positive atmosphere for our youth participants.

B. Violations of this policy by Managers, Coaches and Members of the Board will be subject to disciplinary action in accordance with Section II of the code of conduct.

C. Violations of this policy by parents, spectators, players or other participants will first be addressed by written or verbal notice of violation. Subsequent violations may result in the suspension of the corresponding youth participant from league involvement.

D. Commissioners and coaches are responsible for the conduct of their players, as well as the parents and other spectators who attend the game. A coach, player, or spectator can be removed from the playing field or spectator area by order of an umpire, commissioner, or any other board member for violating any of the rules of conduct listed below.

Adults are expected to:

- Be open and understanding,
- Show patience,
- Have the capacity and willingness to work with players,
- Be reasonable in their demands on the players and remember that the game is for them, and
- Emphasize good sportsmanship at all times.
- Show good sportsmanship at all times.
- Not use abusive language or swear
- Not ridicule or harass umpires or allow coaches, parents or players to do so.
- Not ridicule or harass any league official, manager, coach, player or parent.
- Not throw or kick equipment or other items or abuse league property.
- To know the rules for his / her Age Group, including but not limited to pitching limitations, playing time, batting order, safety and position play.
- Refrain from the use of any tobacco products on or around the field of play during games and practices
- Be respectful and considerate to all participants and attendees of games, practices and other league events
- Not engage in disruptive behavior of any type at games, practices and other league events
- All attendees must abide by township and park rules. All violators will be prosecuted.

Saxonburg Baseball (SABA) will not tolerate any unsportsmanlike conduct within any of the divisions. Board members, commissioners, coaches, players and parents are expected to conduct themselves as positive role models within the community.

E. Rule Interpretation

If a Coach wishes to discuss the interpretation of a rule (not balls and strikes, safe or out) or

needs to discuss a situation with the umpire, they shall ask for time out and, if granted, then shall discuss the call / situation in a courteous and calm manner. Only the Coach is allowed to discuss these issues with the Umpire. Umpire decisions are final. In the event the Coach feels the rule was improperly interpreted they may request a conference with the Commissioner, President, and Chief Umpire after the game. The umpire making the call will also be a party to the discussion. The President will be the ultimate arbitrator of the dispute.

Once the game begins, the Coaches shall remain in the dugout at all times except when coaching a base, warming up a pitcher, batter or catcher or when time out is requested and granted for a conference with a pitcher, umpire or for an injury.

Non-adherence to this code will result in disciplinary action.

F. Disciplinary Action

Violations Requiring Disciplinary Action

Section I

Violation:

Any directing of remarks or actions to a board member, coach, assistant coach, player, spectator or umpire that are of a negative, aggressive, or distracting nature.

Refusing to follow any league or game rules or removal of a team from the field of play before regulation play is done, unless it is done so for player safety.

Penalty:

First violation: **One-week suspension pending board review of incident.**

Second violation: **One-week suspension with possible indefinite suspension pending board review.**

Section II

Violation:

Any **board member, coach, assistant coach, player, or spectator** that is found:

- **Arguing with an umpire or league official.**
- **Throwing equipment or damaging the property in any way.**
- **Using tobacco, drug, or alcohol products at any time during games or practices**
- **Refusing to proceed through a traditional, orderly “handshake line” after each game, in the spirit of good sportsmanship. No coach or player shall avoid participation in this line or exhibit unsportsmanlike conduct in the line.**

Penalty:

First violation: Written or verbal warning

Second violation: One-week suspension pending board review

G. Disciplinary Process

If a **board member**, manager, coach, player or spectator is removed from a game or otherwise notified by a board member that they have violated the Code of Conduct, that person will be given an opportunity to state their perspective.

It is the responsibility of everyone involved in SABA to report violations to this code of conduct to their Commissioner or another Board member. In the event that that league is notified of a violation of the above guidelines, the Board will conduct an investigation of the facts consisting of interviews with those involved. The Board shall review the statements and gather any other information from other parties that they deem necessary to determine if a further penalty should be assessed.

Following an investigation of the facts, a determination will be made by the Board and a notification of action will be submitted. The person accused of the violation will be notified of the decision by the Board in writing. The Board, at its sole discretion, may take disciplinary action to any incident, reported or otherwise, if it feels it is warranted to continue to provide a safe and positive environment for the entire organization and its participants.

Section VIII: All Star Tournament Play

A. An All-Star team shall be selected within a division/league, provided a sufficient number of players express interest. Teams will be selected from the best possible players within a division. Players will not be permitted to participate in an older age division's tournament team unless they have played up in that older age division during the regular season. The only exception to this will be if there is a team in the older age division that needs players from a younger age division in order to form a team. (i.e. a 10 year old player cannot participate on an 11 year old team unless there are not enough 11 year olds that are interested. 10 year old may participate, but his 10 year old team takes precedence.)

- B. The prospective manager of any All-Star team will be nominated to the SABA board for approval, by the appropriate age division commissioner.
- C. The team selection process will be as follows. The approved manager will compile a list of potential players. The All Star Manager will hold a meeting with the age level commissioner. The team will be selected or a tryout maybe deemed necessary during that meeting.
- D. It is highly recommended that each tournament team have a home tournament. If the Manager does not have a home tournament it may prohibit him from being the manager the following year and is subject to Board approval.
- E. All expenses for the All-Star team must be covered by fundraising efforts of the team. The only fiscal responsibility of SABA for an All Star Team is outlined below. The Board or league shall not be held responsible for funding or refunding of any persons involved with the All Star teams.
- F. If an all star team hosts a tournament, SABA will be responsible for stocking the concession stand with standard SABA concession fare. The All-Star team is required to have the SABA concession stand open and staffed for the duration of the tournament. The only exception is the stand may be closed if the SABA Team is in the Championship game so that all of the parents may sit and enjoy the game.
- G. The number of teams attending the tournament will be forwarded to the Concession Commissioner no later than 7 days prior to the start of the tournament so that appropriate arrangements can be made.
- H. All tournament rules will contain a restriction on what type of food and drinks are permitted to be brought to the park. Teams cannot bring full team meals. If a team is in violation of the rule, the team can be removed from the tournament. This rule is to help SABA as well as the hosting team.
- I. If the All-Star Team wants to have additional items available at the stand, they are permitted to do so. The purchase of said items is the burden of the All Star Team. The income from said items is counted in to the total gross receipts. Additional items cannot be in competition with SABA items. (i.e. All-Star teams cannot sell Powerade when SABA is selling Gatorade.) SABA will contribute to the All-Star team if the team hosts a tournament at SEBCO. The financial contribution is as follows:
- If the concession stand grosses <\$500 SABA Contribution 0
 Stand Grosses \$500-\$1000 SABA Contribution 15% of Gross Receipts
 Stand Grosses \$1,000-\$1,500 SABA Contribution 20% of Gross Receipts
 Stand Grosses \$1,500+ SABA Contribution 25% of Gross Receipts
- If a home tournament is hosted after July 31st, the All Star Team is solely responsible for arranging Port A John facilities. The cost is entirely the burden of the All Star Team.

Section IX: Trophies and Awards

- A. The board will determine each year what trophies and awards that will be presented to the players, teams and sponsors during and after the conclusion of the season.

Section X: Field Use

- A. Home team will be responsible for proper field maintenance before and after game. Away

team responsible for trash cleanup and disposed in the provided dumpsters.

B. For Profit and/or Non Profit organizations that would like to use SABA fields at any time must follow the procedures listed below.

1. Profit and/or Non-profit organizations will need to present a formal request in writing. Requests will be reviewed on a case by case basis and voted on. The Board has the right to deny any request without reason at any time. All voting will be done in a closed, executive session at the end of the meeting, will be a written vote, and tallied by 2 members of the board together.

2. Insurance Certificates

3. Sign a "Field Maintenance Contract"

4. Provide a \$500 refundable damage deposit per field.

5. Provide all equipment and supplies.

C. Approved field usage does not include access to our sheds/storage facilities, concession stands or our equipment.