

AVONWORTH ATHLETIC ASSOCIATION BY-LAWS
(As last revised on May 20, 2018)

ARTICLE I - MEETINGS AND VOTING

The membership of AAA shall hold an annual meeting no later than the second Thursday in September. Notice of time and place of such annual meeting shall be made known to the membership of AAA at their annual picnic, a local newspaper, and / or via the AAA internet home page at least 2 weeks in advance of the meeting.

The business conducted at each annual meeting shall include election of Board members; election of Officers; and such other business as is appropriate for the annual meeting.

Special meetings of AAA's membership may be called by the President, or by majority vote of the Board of Directors.

The Board of Directors shall meet on a monthly basis unless otherwise agreed by the Board of Directors. These meetings shall be held the first Thursday of each month at a place and time agreed upon by the Board of Directors. The presence of not less than half of all active AAA Board Members shall be required to constitute a quorum for the transaction of business at a regular monthly meeting, and voters must be present or participating via conference call for their votes to be valid.

The presence of not less than two-thirds of the Board of Directors shall be required to a quorum for the transaction of business at any special or annual meeting of AAA. Voters must be present for their vote to be valid.

In all business conducted by the Board of Directors, all members will vote. Tie votes will be broken with a second vote by just the officers. A second tie will be broken by the highest-ranking officer present.

ARTICLE II- ELECTION OF OFFICERS

At the meeting prior to the annual meeting, a Nominating Committee shall be appointed by the President, consisting of three members of the Board of Directors, to obtain and nominate officers for the following year. The officers shall be elected from the members of the Board of Directors.

The term of office for all Officers shall be one year, beginning immediately after the annual meeting is held.

All officers shall be eligible for re-election.

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

The Board of Directors shall include the President, Vice President-On Field Activities, Vice President-Off Field Activities, Secretary, Treasurer, and up to fourteen additional members who are willing to serve.

Each Director, with the exception of the President, Secretary and Treasurer, will be expected to head one committee.

The Board of Directors shall have the authority to suspend, discharge or otherwise discipline any member, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of AAA. The Board of Directors may, by majority vote, dismiss a member who has missed at least three (3) consecutive monthly meetings.

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 such action before a majority of the members of the Board of Directors at a regular meeting or special meeting called for that purpose.

The President shall, upon evidence of misconduct of any player, notify the Head Coach 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 Head Coach shall appear with the player before the Commissioner and at least three other members of the Board of Directors, for consideration of appropriate action. The players' parents or guardian shall be advised of, and invited to attend such meeting.

ARTICLE III - FINANCIAL POLICY

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

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

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 AAA.

ARTICLE IV - PARENTS AUXILIARY

A Parents Auxiliary organization may be formed for the purpose of assisting the Board of Directors in fund-raising activities, concession stand operation, and other activities as suggested by the Board of Directors. All activities of the Parents Auxiliary are subject to the approval of the Board of Directors.

ARTICLE V- DUTIES OF OFFICERS

The **President** shall preside at all meetings of AAA's membership and at all meetings of the Board of Directors; shall serve as the Chief Executive Officer of AAA; 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,

The **Vice President-On Field Activities** shall be responsible for all activities pertaining to the actual playing of games. This would include drafting of teams, scheduling of games (for leagues/divisions where coordination with other organizations is involved), coordination of any AAA hosted Tournament, scheduling of fields, umpires, field maintenance, coaches, and clinics for coaches and players, commissioners,

coordination of playoffs and selection of tournament teams. Any committee set-up to handle any of the above activities will report directly to the Vice President-On Field Activities.

The **Vice President-Off Field Activities** 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. In addition, he shall be responsible for all activities pertaining to registration of players, equipment, uniforms, fund- raising, public relations, sponsorship and advertisements, concession stand and the oversight of Memorial Day weekend activities. Any committee set-up to handle any of the above activities will report directly to the Vice President-Off Field Activities.

The **Secretary** shall have custody of the Constitution and By-Laws, and all other records of AAA; shall keep an accurate record of the meetings and other activities of AAA and of the Board of Directors; shall be responsible for all correspondence on behalf of AAA; and shall transmit all records and correspondence to any person elected to succeed him or her in that office. The Secretary shall chair the By-Laws Committee.

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 AAA, shall submit a financial report at all regular meetings and at such other times as may be requested by the President, shall compile an annual report of AAA finances, shall provide the books of AAA and such other documentation as requested to the Audit Committee for audits requested by the Board of Directors, and shall transmit all financial records to any person elected to succeed him or her in that office. The Treasurer shall chair the Finance Committee.

ARTICLE VI - STANDING COMMITTEES

The **Coach Selection Committee**, consisting of at least the President, Vice President-On Field Activities, and the Commissioners of each Baseball age group, shall interview and review the credentials and qualifications of all persons who apply for such positions, and shall actively seek out a sufficient number of applicants to meet the needs of AAA. Final selection of candidates proposed by the committee shall be subject to the approval of the Board of Directors, and all head coaching candidates shall be afforded an opportunity to introduce themselves and discuss their qualifications in person at a special Coach Selection meeting of the Board of Directors prior to any vote that is cast either in person or electronically.

The **Finance Committee**, which shall be chaired by the Treasurer, shall prepare an annual budget for AAA; shall be charged with preparing audits as requested by the Board of Directors of AAA financial activities; shall supervise all fund-raising activities and securing of sponsors on behalf of AAA; and shall assist with the collection and handling of AAA monies.

The **Field Maintenance Committee**, which shall be chaired by the Director of Field Maintenance and Development, shall be charged with the general preparation, maintenance, development and improvement of all playing facilities used by AAA, and shall make recommendations to the Finance Committee for suggested or needed expenditures in this area of operation.

The **Equipment Committee**, which shall be co-chaired by the Director of Equipment and the Director of Uniforms, shall be charged with the responsibility of ordering and purchasing uniforms and playing equipment for AAA; the distribution of equipment among the teams; the collection, inventory and storage of equipment during the off-season; and preparation of such reports and suggestions as needed by the Finance Committee for budgetary action.

The **Umpire Committee**, which shall be chaired by the Director of Umpires, shall be charged with obtaining suitable umpires for AAA as directed by the Vice President-On Field Activities; shall consider all complaints relative to umpires and make suitable recommendations to the Board of Directors.

The **Web Site Coordination Committee**, which shall be chaired by the Web Site Coordinator, shall be responsible for news media relations and the general publicizing of AAA activities and information via the AAA web site and will perform maintenance and development on the web site.

The **Registration Committee**, which shall be chaired by the Director of Registration, shall be responsible for overseeing registration activities for all leagues of the Association, during each season. Registration activities include implementing registrant cut-off dates and numbers as determined by the Board of Directors.

The **Concessions Committee**, which shall be chaired by the Director of Concessions, shall be responsible for coordinating refreshment stand activities at the various fields during the three seasons, and shall be responsible for ordering and purchases of refreshments and like goods to be sold during games. This Committee shall make recommendations to the Finance Committee for suggested or needed expenditures in this area of operation.

The **Marketing Committee**, which shall be chaired by the Vice President-Off Field, shall be responsible for all fund-raising, advertising and sponsorship activities of the Association. This Committee shall make recommendations to the Finance Committee for suggested or needed expenditures in this area of operation.

The **AAA Tournament Committee**, which shall be chaired by the Vice President-On Field, the Director of Concessions and the Treasurer, shall be responsible for coordinating, scheduling and operating any AAA Hosted tournaments, whether in-house or open to other organizations.

The **Tournament Team Selection Committee** shall consist of at least the Vice President-On Field Activities, Secretary and the Commissioner of Baseball at each age level shall adhere to AAA Tournament Team Selection Guidelines, itemized in section XII.

The **By-Laws Committee**, which shall be chaired by the Secretary, shall be responsible for coordinating suggested amendments to the Constitution or By-Laws; as such suggestions may arise from time to time to the Board of Directors, and shall be responsible for implementing any adopted amendments.

The Board of Directors will select from a pool of applicants, via majority vote, Commissioners for the following leagues: Tee-Ball, Instructional League, Minor League, Little League, Pony, Colt, and Fall Baseball. The Commissioners' duties will be to oversee the draft; set-up schedules (for leagues where only Avonworth teams participate, like Instructional and Tee Ball); coordinate umpires assigned to his league by the Umpire Committee (for Minor League and above); and coordinate the selection of tournament teams with the elected Tournament Team coaches. In addition, any disputes by a coach will be heard first by the Commissioner. However, a Commissioner cannot make a ruling if there is a conflict of interest with a team he may be involved with. All Commissioners will report directly to the Vice President-On Field Activities, who shall also resolve disputes when a conflict arises with a Commissioner.

ARTICLE VII- SPECIAL COMMITTEES

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 reappointed at any time following the annual meeting.

ARTICLE VIII- ROBERTS RULES

The rules contained in the most current edition of “Roberts Rules of Order” shall govern AAA meetings and meetings of the Board of Directors and Committees in all cases in which they are applicable and not inconsistent with these By-Laws and any special rules of order that AAA shall adopt.

ARTICLE IX- AMENDMENTS

These By-Laws may be amended by two-thirds vote of AAA Board of Directors at the Annual Meeting or a special meeting called for that purpose, provided notification of a meeting for this purpose is provided to the Board Members at least 10 days in advance of the date of such meeting.

ARTICLE X- PLAYER ELIGIBILITY & AGE REGULATIONS

Only residents of the Avonworth School District communities shall be permitted to play for the Avonworth Athletic Association. (Adopted September 8, 2011) Players from other school districts that played in the Avonworth Athletic Association prior to September 8, 2011 are grandfathered in and will continue to be eligible to play baseball until they age out at the Colt League level.

Player age groups will be based on the birthday cut-off date of **April 30th**. League player age qualifications entail the following groupings...

- Tee-Ball: 4, 5 or 6 years old on or before the aforementioned cut-off date of that season's calendar year
- Instructional: 7 or 8 years old on or before the aforementioned cut-off date of that season's calendar year
- Minor League: 9 or 10 years old on or before the aforementioned cut-off date of that season's calendar year
- Little League: 11 or 12 years old on or before the aforementioned cut-off date of that season's calendar year
Pony League: 13 or 14 years old on or before the aforementioned cut-off date of that season's calendar year
- Colt League: 15 through 17 years old on or before the aforementioned cut-off date of that season's calendar year

The following “play up” exceptions may apply:

- A first grader assigned to Tee-Ball based on the cut-off date may play Instructional.
- A third grader assigned to Instructional based on the cut-off date may play Minor.
- A fifth grader assigned to Minor based on the cut-off date may play Little.

- A seventh grader assigned to Little based on the cut-off date may play Pony.
- A ninth grader assigned to Pony based on the cut-off date may play Colt.
- An AAA player who is playing in his/her second year of a given league because of the “play-up” rule will be categorized as being in the League’s older age group (i.e., 10-year-old in Minors, 12-year-old in Little, etc.) as age rules pertain to all intra-Avonworth and inter-borough games.
- A player may play down one level, subject to AAA Board of Directors' approval, with a parent/guardian-supplied written explanation of special circumstances justifying such a move. A player playing in a league below his/her age requirement (playing down) may NOT pitch in the league in which he/she has moved down.

ARTICLE XI - INDEMNIFICATION

Each present and future member of the Board of Directors, officer and employee of the Association shall be indemnified by the Association for and against reasonable expenses and any liabilities (other than any amount paid to the Association) paid or incurred by him or her in connection with or resulting from any threatened or actual claim, action, suit or proceeding in which he or she may be involved, as a party or otherwise, by reason of his or her being or having been a member of the Board of Directors, an officer or an employee of the Association, if:

- (a) he or she is successful in the defense of such action on the merits, totally or proportionately, or
- (b) otherwise, totally or proportionally, if it is determined that he or she acted in whole or in part, in good faith, in what he or she reasonably believed to be the best interest of the Association, which determination shall be made by the Board by a majority vote of a quorum of disinterested members of the Board, or if no such quorum is obtainable with due diligence, or if the Board so directs, by independent counsel in a written finding that indemnification is proper under the standard of this clause (b).

ARTICLE XII - AAA TOURNAMENT TEAM SELECTION GUIDELINES

Tournament Team Head Coach Selection Process: AAA Tournament Team Head Coach Selection starts with the Vice President-On Field Activities, who will send out an application form to all eligible volunteers that have coached an In House team in the last Spring and Fall seasons – in either capacity as a Head Coach or Assistant Coach. Candidates will be given at least 3 full days to complete the application and return to the VP On-Field. Upon receipt of all applications, the VP On-Field shall invite all eligible candidates to attend a special “Coaches Selection” Meeting of the entire AAA Board of Directors, where the candidates will be afforded an opportunity to present their qualifications in person and to answer any questions Board Members may have before conducting the vote. Travel Tournament Team Head Coaches will be appointed by a majority approval of the AAA Board.

Tournament Team Player Selection Process: It is expected that every player selected to an AAA Tournament Team will commit to any play necessary, including practices and games throughout the AAA tournament period.

- The selection process starts with nomination of players by their regular season Spring In House Head Coach prior to Memorial Day (thus, players must play Spring In House Baseball in order to be eligible for Travel Tournament Teams)
- Players are nominated and selected for the travel team age group for which their age matched on the aforementioned cut-off date of that season's calendar year
- Eligible players must have played in at least 60% of their AAA Spring team's regular season league games (Any exceptions must be approved with a Board of Directors majority vote)
- Regular season In House Head Coaches and the applicable Tournament Team Head Coach, along with the Tournament Team Selection Committee may conduct a 90-minute skill's session for the purpose of evaluating all player nominees (if needed)
- Players with any outstanding registration fee balances from any prior In House or Travel Team season may NOT be considered for Tournament Team Selection – and it is the duty of the VP-On Field and the Treasurer to ensure that those families are notified and given at least two weeks prior to the Travel Team Selection Meeting to resolve any negative balances
- Players with an outstanding tournament season / uniform fee balance may not play in any tournament or league games until the fee is paid
- The Tournament Team Selection Committee, regular season In House league head Coaces and the Tournament Team Head Coach are responsible to select, by majority vote, those individuals who will become the official Tournament Team. Before tournament team player selection is made, the selection process is careful to consider:
 1. The player's regular season performance
 2. The player's regular season participation
 3. The tournament team's "critical needs" (catcher, pitcher, shortstop etc.)
 4. The Player's ranking based on aggregated score that consists of any formal skills evaluation session recently held and a combination of past "Coaches Evaluation Scores" compiled from end of season Coach Evaluations over the past two calendar years. (Any Coach Eval Scores older than 2 years will not be considered) Aggregate scores may also include a peer vote.
 5. Input from the President, Vice Presidents and the Tournament Team coaches.

10U and below: In House Head Coaches and the applicable Tournament Team Head Coach (if not already included) will then vote for a minimum of 10 players for the tournament team. The next 2 highest vote recipients will be considered as Alternates and may be added to the Tournament Team at the Head Coaches discretion should a selected player be unable to play on the Tournament Team for whatever reason.

11U and above: In House Head Coaches and the applicable Tournament Team Head Coach (if not already included) will then vote for a minimum of 9 players for the tournament team. The next 2 highest vote recipients will be considered as Alternates and may be added to the Tournament Team at the Head Coaches discretion should a selected player be unable to play on the Tournament Team for whatever reason.

If talent and numbers support a second or third team at any age group and there are enough qualified coaching candidates to support one, additional teams may be selected.

ARTICLE XIII - 50/50 Raffles

All In-House Memorial Day 50/50 Raffle monies will go directly to AAA. All Regular Season 50/50 Raffle monies will go directly to AAA.

Tournament Raffles:

1. If multiple age group tournaments are held simultaneously, all 50/50 Raffle monies will go directly to AAA.
2. If a single age group tournament is held and only the parents and coaches associated with that age group hold 50/50 Raffles:
 - i) A maximum of \$350 of the 50/50 Raffle money may be used to purchase apparel or any other item for the players only
 - ii) All 50/50 Raffle monies over \$350 will go directly to AAA
 - iii) The Tournament Director will be accountable of tallying 50/50 Raffle monies daily and reporting the totals to the President and Treasurer of AAA