



## **SACHSE BASEBALL**

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### **BY-LAWS**

#### **ARTICLE 1. MEETINGS**

SECTION 1. Regular meetings of the SBA Board shall be held the first Sunday of each month during the fiscal year. Special meetings may be called by the SBA President or at the request of not less than three (3) members of the SBA Executive Board. Notice of these meetings and the nature of business to be transacted at these meetings must be given to all members at least twenty-four (24) hours prior to the meeting.

SECTION 2. Attendance by SBA Executive Board members is mandatory at all scheduled meetings. Committee members unable attend for any reason shall contact the SBA Secretary or SBA President prior to the said meeting.

SECTION 3. Regular meetings order of business:

1. Roll Call
2. Reading of minutes of previous meetings
3. Correspondence
4. Reports of Committee
5. Election of Officers
6. Committee appointments
7. Unfinished business
8. New business
9. Adjournment

#### **ARTICLE 2. UNAUTHORIZED USE OF LEAGUE NAME**

SECTION 1. Under no circumstances shall any member of the Sachse Baseball Association use the name of the league without prior knowledge and approval of the SBA Executive Board.

#### **ARTICLE 3. REPORTS, RECOMMENDATIONS, QUESTIONS AND COMPLAINTS**

SECTION 1. Reports, recommendations, questions, and/or complaints regarding an SBA player or players should be directed to the respective sub league commissioner (director).

SECTION 2. Reports, recommendations, questions, and/or complaints regarding SBA team managers, assistant managers or coaches should be directed to the respective sub league commissioner.

SECTION 3. Reports, recommendations, questions, and/or complaints regarding SBA umpires should be directed to the respective sub league commissioner or SBA umpire representative.

SECTION 4. Reports, recommendations, questions, and/or complaints regarding SBA equipment should be directed to the SBA equipment coordinator.

SECTION 5. Reports, recommendations, questions, and/or complaints regarding SBA fields should be directed to the SBA field's coordinator.

SECTION 6. Reports, recommendations, questions, and/or complaints regarding any other aspect of the Sachse Baseball Association should be directed to any member of the SBA Executive Board.

SECTION 7. The sub league commissioner or SBA representative who receives a report, recommendation, question, complaint or other issue requiring response or resolution will attempt to answer or resolve the issue (excluding written complaints relating to disciplinary action covered under Article 9 hereof) within 48 hours of receipt. If the sub league commissioner or appropriate SBA representative is unable to answer or resolve the issue to the satisfaction of the submitting party within 48 hours, the unresolved issue should be presented to the SBA President to be presented to the Executive Board.

SECTION 8. Upon receipt of the unresolved question, complaint, and/or issue, the SBA President will determine whether the issue requires immediate presentation to the SBA Executive Board. If so, the SBA President shall call a special meeting of the SBA Executive Board within 72 hours, if practicable. Otherwise, the unresolved issue must be presented to the SBA Executive Board at the next regular meeting of the Board.

SECTION 9. The SBA Executive Board will notify the submitting party at least 24 hours before the meeting if the SBA President determines that the party's presence is needed to present the issue to the Board in person.

SECTION 10. The SBA Executive Board's response or decision on handling or resolution of the question, complaint or other issue shall be provided to the submitting party, in writing, within 48 hours of the meeting at which the issue was presented.

#### **ARTICLE 4. FISCAL YEAR**

SECTION 1. The Fiscal Year shall be from September 1 through August 31 of any year.

#### **ARTICLE 5. ELIGIBILITY RULES**

SECTION 1. Any player who meets the USSSA requirements will be eligible to play baseball in the Sachse Baseball Association.

SECTION 2. The Sachse Baseball Association shall be divided into "sub leagues" by age groups as defined below:

BLASTBALL LEAGUE – Any player within the ages of three (3) and four (4) as

defined in the SBA Blastball League Rules for the current playing season.

T-BALL LEAGUE – Any player within the ages of five (5) and six (6) as defined in the SBA T-Ball League Rules for the current playing season.

COACH PITCH 7-8 LEAGUE – Any player within the ages of ages seven (7) and eight (8) as defined in the SBA Coach Pitch League Rules for the current playing season.

PLAYER PITCH 9-10 LEAGUE – Any player residing within the ages of nine (9) and ten (10) as defined in the SBA 10U League Rules for the current playing season.

PLAYER PITCH 11-12 LEAGUE – Any player residing within the ages of eleven (11) or twelve (12) as defined in the SBA 12U League Rules for the current playing season.

PLAYER PITCH 13-14 LEAGUE – Any player residing within the ages of thirteen (13) or fourteen (14) as defined in the SBA Pony Leagues Rules for current playing season.

SECTION 3. Verification of eligibility of players is the responsibility of the team manager and the respective sub league representative. Verification of players' age shall be accomplished as in the respective league's rules.

SECTION 4. Penalty of use of an ineligible player shall be as defined in the respective leagues rules.

## **ARTICLE 6. SELECTION OF THE TEAM MANAGER**

SECTION 1. Sub League Representatives shall be responsible for the recommendation of team manager from vacant teams of the Sachse Baseball Association. Their selection shall be subject to the approval of the SBA Executive Board. The SBA Vice President shall bring all applications made by prospective team managers before the SBA Executive Committee for approval before the applicant can be considered for placement on a vacant team.

SECTION 2. Approved managers having the most seniority in the Sachse Baseball Association shall fill vacant teams in each league.

- A. Vacant teams shall be designated as those teams, which have no returning manager from the preceding year.
- B. Seniority shall be credited as shown below. Individuals who participate as SBA board members and as SBA managers or coaches shall be given credit for both activities.
  - 1) SBA Board Member – One point for each complete year he/she is a SBA Board Member.
  - 2) Team Manager – One Point for each complete season he/she is a SBA team manager.
  - 3) Assistant Coaches – One Half Point for each complete season he/she is a SBA assistant coach (First Assistant Coach ONLY)
- C. SBA Executive Board reserves the right to remove points of Coaches or Assistant Coaches that leave the SBA League.

### SECTION 3. Managers in General

- A. All team managers and assistant managers in Sachse Baseball Association must be twenty-one (21) years of age and must be of good moral character.
- B. SBA team managers shall be responsible for the selection of their assistant coaches. Their selection shall be subject to the approval by the SBA Board. The League Representatives shall bring all applications made by assistant coaches before the SBA Board. Penalty for an ineligible Coach shall be the suspension of the manager of the team for the next game. The SBA Board Member on Duty may give temporary approval for an assistant coach for that game only.
- C. SBA Team managers shall be responsible for the conduct of their assistant coaches, their players and their fans at all times. Normal excitement and involvement in the games are encouraged, if a problem arises, the team manager shall be warned once. The second time a problem arises, or if the same problem continues, the umpire shall have the right to eject any individual and/or forfeit the game. The intent of this rule is to allow the players to participate and play the game to the best of their abilities.
- D. SBA team managers shall be responsible for all equipment issued to him by the SBA Equipment Manager or his representative. He shall return such items in as good of condition as when received, except for normal wear and tear.
- E. League Representatives shall be responsible for keeping himself and his assistants informed of league happenings, such as rule changes, schedule changes, and rain out schedules.
- F. SBA team managers and their assistants shall dress in a manner befitting their positions. Unsightly dress, such as ragged cut-offs, no shoes, etc., will not be allowed.
- G. Team managers may be required to assist in preparing playing fields before each game, i.e. putting out the bases and marking the playing field. Both team managers for the late game shall be responsible for putting up the bases and any other equipment as necessary.
- H. Before each scheduled game or make-up game, the team manager shall prepare a line up card and turn it in to the Official Scorekeeper. The line up card shall contain the names and uniform numbers of all players on the team roster and the names of the coaches' participation in the game. If a player is not eligible for the game, situation will be noted on the line up card.
- I. Each team shall be allowed no more than one manager and three assistant coaches.
- J. SBA managers and assistant coaches can participate on one team only within each sub league.
- K. Only approved managers and players may be in the dugout or on the field during the game. No Bat Boys or other spectators will be allowed in the dugout or on the playing field during the playing of the game.

SECTION 4. Any member of the SBA Executive Committee will be eligible to manager a team within any of the leagues during regular season play and league tournaments.

## **ARTICLE 7. PROTESTS**

SECTION 1. A protest based on a play involving the umpire's judgment shall not be allowed.

SECTION 2. A protest based on the quality of the officiating shall not be allowed. This is to be handled by a written complaint as defined in Article 4, Section 3 of the By-Laws.

SECTION 3. A protest based on the interpretation of the rules must be made at the time the play occurs and before the game resumes play. The game will be played to its normal conclusion. To notify everyone that the game is under protest, the protesting manager must notify the head umpire, the scorekeeper and the opposing manager before play resumes. After the game, the protesting manager must present the protest in writing to the SBA Executive Board member on duty, his respective sub league representative or any member of the SBA Executive Board within 48 hours after the completion of the game in which the protest occurred. A \$25.00 deposit shall accompany all protests from the protesting manager.

When the SBA Executive Committee upholds a protest based upon the interpretation of the rules, the game shall be replayed from the point of protest and the \$25.00 deposit shall be returned. However, if the protest is not upheld, the protesting manager shall forfeit the \$25.00 deposit.

SECTION 4. The SBA Committee shall consist of not less than three (3) members of the SBA Board who are not involved in the league which is the subject of the protest. The SBA Committee may rule only on those protests, which have been properly made under this Article.

## **ARTICLE 8. DISCIPLINARY ACTIONS AND COMPLAINTS PROCEDURES**

SECTION 1. The SBA Board shall retain the right to warn, remove, suspend, dismiss, bar, reprimand or otherwise discipline any SBA manager, assistant manager, coach, player, team representative, parent, legal guardian, or sibling of a player, or other SBA league participant as set forth in this Article or elsewhere in these By-Laws, including, without limitations, any SBA manager or coach who is not qualified or whose conduct has proved detrimental to the Sachse Baseball Association.

SECTION 2. The failure to comply with the "MUST PLAY" rule outlined in each of the sub league's rules shall result in the AUTOMATIC SUSPENSION of the team manager and upon repeated offenses, at the discretion of the SBA Executive Board, the suspension or replacement of the team manager and/or coaches.

SECTION 3. If any SBA team manager, coach or player is ejected from a game, that individual is automatically suspended from participation in his next scheduled game, unless the umpire notifies the SBA Board in writing that the ejection was for technical reasons rather than "unsportsmanlike" conduct. When an individual is ejected or suspended from a

game, he shall leave the park area.

SECTION 4. The By-Laws and Playing Rules, which constitute the guidelines of operation for the Sachse Baseball Association and its sub leagues, cannot cover all situations. However, these documents do define the concept under which the sub leagues are to operate. If a situation is not specifically covered by these rules, the SBA Board must make a ruling. An individual who does not conform to these rules (unless acting with prior SBA Executive approval) will be subject to disciplinary actions.

SECTION 5. The penalties, which will be imposed by the SBA Board, include, but are not limited to, the following:

- A. WARNING – The offending person is to be advised, in writing, of the offense and further advised that repetition of the offense will result in a more severe penalty.
- B. SUSPENSION – The offending person is to be advised, in writing, that he or she has been suspended for all league activity for a specific number of games or days.
- C. DISMISSAL – The offending person is to be advised, in writing, that he or she has been dismissed from the league for the remainder of the current year.
- D. BARRED – The offending person is to be advised, in writing, that he or she, has been barred from present and future participation in the league either permanently or for the specific number of years.

SECTION 6. In addition to the automatic suspension provisions for managers and coaches provided for elsewhere in these By-Laws, the SBA Board shall retain the right suspend, remove, terminate, or otherwise discipline any SBA manager, assistant manager, coach, player, team representative, parent, legal guardian, or sibling or a player, or other SBA league participant upon receipt of a written complaint, or upon proper motion of any SBA Board member as follows:

- A. Upon receipt of a properly submitted written complaint or motion of any SBA Board member relating to an individual's:
  - violation of the By-Laws or league rules;
  - Excessive use of profanity in the presence of players or on the field of play;
  - abusive language or actions on the field or in the presence of player participants;
  - use of tobacco during a game in which the individual is participation;
  - being under the influence of alcohol or drugs on the field or in the presence of player participants;
  - unsportsmanlike conduct;
  - willing or intentional verbal or physical abuse of umpires, coaches, managers, team representatives, players or spectators;
  - disloyalty to the SBA or its members in such a manner as to bring discredit to the organization;
  - other conduct which is disruptive to the games, practices or other league activities, unbecoming of an individual working with youths, or detrimental to or not in the best interest of the League Objective or the youth which the league is intended to serve.

- B. Any complaint relating to any such alleged violations must be made in writing and submitted to the sub-league commissioner, who shall bring the complaint before the SBA Board within 48 hours of receipt. The SBA Board will not accept or consider any unsigned or anonymous complaints. Persons signing such complaints must be willing to appear before the SBA Board. The SBA Board will hear individuals that are involved or wish to comment on the situation individually. Individuals who appear before the SBA Board are subject to questioning by said Board.
- C. Upon receipt of a properly submitted complaint under this section, the SBA Board must convene and take the matter under consideration within 72 hours (although failure to do so shall not affect the Board's right to consider and act upon the matter). The person who is the subject of the complaint or proposed disciplinary action shall be notified at least 48 hours prior to such meeting, informed of the general nature of the charges and given the opportunity to appear at the meeting and answer such charges. In the case of a player, the SBA Board shall give 48 hours notice to the manager of the team for which the player is a member. Said manager shall appear, in the capacity of advisor, with the player before the SBA Board, unless the manager is the author of the complaint. The player's parent(s) or legal guardian may also be present.
- D. The SBA Board shall have the authority to suspend, terminate, or remove or otherwise discipline the league member who is the subject of the complaint or motion, including full power to revoke said individual's right to future league participation, and disciplinary action shall be administered in accordance with the decision of the SBA Board. Such disciplinary actions shall be taken only upon a majority vote of the SBA Board members present at the duly constituted meeting (requiring the presence of a quorum, defined as a majority of the entire SBA Board). In the event that an SBA Board member becomes the subject of such a complaint or motion for disciplinary action, the complaint must be heard by the SBA Board, which will retain the full right to administer any disciplinary action against said SBA Board member. If the SBA Board member who is the subject of the complaint or disciplinary action is a member of the SBA Board, he/she will abstain and shall be unable to vote or otherwise participate in the SBA Board's determination.
- E. The SBA Board shall have full authority to suspend, ban or otherwise discipline a parent, legal guardian, or sibling of a player from participation or attendance at league activities, including games or practices, as a result of determination of a properly submitted complaint or motion for disciplinary action. In the event that said parent, legal guardian or sibling fails or refuses to abide by the decision of the SBA Board, or otherwise violates the terms of any such disciplinary action, suspension or ban, the SBA Board may reconvene as set forth in this section in order to consider suspension, termination or removal of said player from current and/or future league participation.

SECTION 7. Disciplinary hearings as described in this Article will be conducted only by the SBA Board (except as specifically set forth in Section 6.E.) and will be held behind closed doors. Minutes of such meeting are not subject to review by any individual unless all participants agree to release of those minutes.

## ARTICLE 9

SECTION 1. The Executive Board will consist of the President, Vice President, and Treasurer. Executive Board Members are elected positions by majority vote of the SBA Board every two (2) years. These positions are responsible for developing policy, budget, and overall direction of the Association and presenting it to the Board for approval. The Executive Board ensures all other positions, including Secretary, Concessions, WebMaster, Player Agent, Division Director, Umpire Coordinator, Equipment and Fields Coordinator are also represented by a majority vote of the Board every two (2) years. Anyone wishing to hold an Executive Board position will be required to serve on the SBA Board for a period of not less than one year.

The SBA Board retains the right to remove any Board Member whom they feel is not actively participating or performing the duties of this elected position by a majority vote at a meeting scheduled for that purpose.

- A. President – Responsible for overall operation of the Sachse Baseball Association. Will act as a representative of SBA in all actions involving other organizations and secure a position on the Sachse Sports Association.
- B. Vice-President – Responsible for all personnel involved in the program and to replace the President in his/her absence.
- C. Secretary – Responsible for documentation of all activities and actions sanctioned by the Sachse Baseball Association. He or She is responsible for maintaining all pertinent records and publicizing all activities of the Sachse Baseball Association.
- D. Treasurer – Responsible for all financial matters for the Sachse Baseball Association, including deposits, account management, and reporting.
- E. Concessions – Responsible for all matters regarding the concession stands, including hiring of personnel to run them as well as purchasing items to have on hand. Must obtain a food handlers license and all permits to operate the stands.
- F. Web Master – Responsible for updating and maintaining the SBA League website, and for preparation and delivery of all league information via the website.
- G. Player Agent – Responsible for player placement and registration. Will handle all late registrations to determine appropriate team placement.
- H. League Representatives (Division Director) – Responsible for the overall operation of the SBA sub league as defined in ARTICLE 6, Section 2 and in accordance with the guidelines and policies established by the SBA Board.
- I. Umpire Coordinator – Responsible for the recruiting, evaluating, selecting and recommending umpires for each sub league. Responsible for scheduling of umpires on all makeup games.
- J. Equipment Coordinator – Responsible for the inspecting, inventorying, and acquiring replacement of worn or damaged equipment.



- K. Fields Coordinator – Responsible for inspection, maintenance, game preparation, and coordination of all league game and practice fields.