

FRAA By-Laws

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Article I: Name and Purpose

- A. This Association shall be named, know, and styled as the FRANKLIN REGIONAL ATHLETIC ASSOCIATION or FRAA. It is a non-profit organization, located in the Municipality of Murrysville, Westmoreland County, Pennsylvania.
- B. The purpose of this Association is to assist the youth of the area through any endeavor of athletics deemed beneficial by the Board and to promote a program to assure every child within the Franklin Regional School District a participating membership.

Article II: Nondiscriminatory Policy

- A. FRAA shall not discriminate on the basis of race, color, religious creed, ancestry, union membership, age, sex, national origin or mental or physical challenge.
- B. Compliance with the Pennsylvania Human Relations Act (43 P.S. Sections 951-963) shall constitute compliance with this paragraph.
- C. Application – This policy shall apply to any person served, membership on the Board of Directors, and staff employment.

Article III: Objectives

- A. To provide an opportunity for all children in the Franklin Regional School District to participate in organized Baseball, Softball and Basketball games, leagues and tournaments in various age groups as deemed necessary by the board.
- B. Our objective is to promote honesty, integrity, character and sportsmanship with the emphasis on being a part of a “team”.
- C. All members of the FRAA will strive for excellence on and off the field of play, treat others with respect and compete within the rules of the game. Our organization is committed to creating a culture in which the athletes, coaches and parents work together to achieve the mission of the FRAA.

Article IV: Membership

- A. **Membership Requirements.** Any person who satisfies the requirements of this Article shall be a member of the FRAA.
 - 1. Voting Members. All Active Members who currently hold a position on the board and who have attended at least (2/4) of the previous scheduled board meetings.
 - 2. Playing Members and League Ages. Those participants having a League Age between five (5) and nineteen (19) years as of April the 30th of the current year. Playing Members are not eligible to be Voting Members.
 - 3. Active Members. Any persons who have an interest in the FRAA as a parent or legal guardian of a playing member.
- B. **Membership Restrictions.** Membership and/or participation in the FRAA is reserved for residents of the Franklin Regional School District or those children who attend school in FR. Non-residents seeking membership in the FRAA for in-house and tournament teams must be approved by the Board of Directors on an annual basis.

- C. **Tournament Requirements.** Except as specifically noted in the General Rules for Playing Leagues, participation on a FRAA Tournament team as a Manager or player is limited to current FRAA Voting Members, Playing Members or Active Members.

Article V: General Meetings

- A. **Meetings.** Board meetings are scheduled for the second Monday of each month. Active Members will be given credit for attendance of a board meeting if they are attending an FRAA supported activity that conflicts with attendance of the meeting. These instances must be submitted in writing or email to the Secretary prior to the meeting.
- B. **Motions.** A motion to carry out any action can be made by any member. In order for a motion to pass, at least fifty percent (50%) of Voting Members must be present (a Quorum) in order to vote on the motion, and a majority of the Voting Member Quorum must vote in favor of the motion.
- C. **Extraordinary motions.** Members present is required for any motion to pass, except in the case of any Extraordinary Motion (as defined below), in which case at least seventy five percent (75%) of all current Board Members must vote in favor of the Extraordinary Motion for it to pass.
1. Extraordinary Motion. In order for the Board to carry out the following actions, an Extraordinary Motion must be made and approved by the Board:
 - a. Dissolution of the FRAA
 - b. Removal of any Board Member. Any Board member may propose that another Board Member be removed from his/her Board position; the proposal must be presented to the Board at any Board meeting, and include the specific reasons for the proposal. A Board Member's failure to carry-out, uphold, or abide by the Duties of the Board, may be cause for removal from the Board. The targeted Board Member shall be given notice of the proposal and given an opportunity to address the Board.
- D. **Order of Business.**
1. Approve the minutes of the previous meeting
 2. Treasurer's report
 3. VP of Baseball report
 4. VP of Softball report
 5. VP of Basketball report
 6. Committee reports
 7. Old Business
 8. New Business
 9. Board input / motions
 10. Adjournment
- E. Any Active Member may attend the regularly scheduled Board meetings and shall be given

an opportunity to address the Board during the board input portion of the meeting the Member's request.

Article VI: Board Membership

A. **Board Membership.** The management of the FRAA will consist of seven executive board members and additional general board positions as deemed necessary by the board itself. Each Board Member shall have a single vote, with the exception of the President, who shall only cast a vote in order to break a tie.

1. Executive Board. The Executive Board shall consist of the President, Secretary, Treasurer, VP of Baseball, VP of Softball, VP of Girls Basketball and VP of Boys Basketball.
 - a. **Maximum Vacancies.** In order for the Board and the Executive Board to carry out any of the duties granted under these By-Laws, there can be no more than three (3) vacant positions on the Executive Board and no more than four (4) additional vacant general board positions.
 - b. **Special Meetings.** Any Special meetings of the Board shall be called by the president or by agreement of at least fifty percent (50%) of the Board members.
 - c. The Executive Board shall meet, as necessary, before or after any Board meeting, or as called by the President; at least four (4) of the current Executive Board members must be present in order to conduct a meeting.
2. **General Board.** Defined as all FRAA members in good standing, that have been appointed to or elected to a non-executive board position.

B. **Duties of the general board.**

1. To carry out the Objectives of the FRAA and comply with applicable policies
2. To carry out, enforce and recommend changes to the FRAA By-Laws
3. To establish, approve, enforce and/or modify then General Rules for Playing Leagues governing the operations of, and games played in, all FRAA Leagues
4. To approve expenditures and conduct the business of the FRAA Leagues
5. To approve all candidates for the position of Managers within the FRAA Leagues
6. To establish Registration Fees and other Membership Fees as required
7. To establish any Committees, select chairpersons and members of each, and fill all vacancies on such committees by appointment
8. To vote on any Motion or Extraordinary Motion properly presented

C. **Duties of the Executive Board.** In addition to carrying out their Duties as Board Members, the duties of the Executive Board shall be:

1. To approve all candidates submitted by the VPs of Baseball, Softball and Basketball for the positions of their respective leagues' board members.
2. To fill any vacancies on the FRAA Board for the remainder of the such Board Member's term

3. To appoint and/or approve assistants or staff to assist other Board Members, as needed, in carrying out their duties

Article VII: Executive Board Elections

- A. Elections shall be held annually prior to Octobers 1st.
- B. The general membership shall nominate and select seven executive board members of the Association; President, Secretary, Treasurer, VP of Baseball, VP of Softball, VP of Girls Basketball and VP of Boys Basketball.
- C. The (2) year term of office for the elected officers begins October 1st and ends September 30th. The VP of Basketball and those Board members relating to Basketball begins May 1st and ends April 30th.
- D. Vacancies on the Board of Directors or vacancies for any expired term of one of the elected officers may be filled by a majority vote of the existing board during the first fall meeting following the vacancy, provided a quorum is present.
- E. Any members of the Association, seeking election to any of the elected officer's positions, must have served at least one year on the General Board during the previous two (2) years.
- F. Any Director or Executive Board member's term may be abbreviated by a vote of "No Confidence" from the majority vote (4/6) of the Executive Board. The vote resulting from conduct detrimental to the organization in general, misrepresentations of the organization, or inactive or ineffective fulfillment of the positions duties. A vote cannot be taken until review of the violations with the member.
- G. 1st Vice President and 3rd Vice President and Treasurer elected in Odd Number Years. President, 2nd Vice President and Secretary elected in Even Number Years.

Article VIII: General Board Elections

- A. **Elections** shall be held annually prior to Octobers 1st for general board positions and May 1st for positions related to basketball.
- B. Term for General board members will be (2) years and will occur on even numbered years.
- C. General board members may attain their position after their term is up; if they remain in good standing, run unopposed or if no other nominations have been submitted for that position.
- D. Only eligible voting board members may vote in elections. Attendance for the past 2/4 meetings rule applies.
- E. Positions can be appointed by the Executive Board at any time if the position was not filled during the designated election period. A motion presented to the board during a general board meeting must be passed to fill the position.
 1. **Limitations.** The Elected Board Members may not appoint any member of their immediate family (i.e. spouse, parent, child, sibling), or the spouse of any immediate family member, to serve on the Executive Board.

2. **Term Limits.** Each Elected Board Member and Appointed Board Member shall only be eligible to serve a maximum of three (3) consecutive terms in the same Board position.

Article IX: Board Positions and Responsibilities

- A. The Board of Directors shall consist of the seven (7) Elected Officers and the remainder of the General Board positions deemed necessary. Motion to add or remove positions may be presented at a general board meeting by any member.
- B. The Board of Directors shall consist of the following positions:
 1. **President:** Shall be the chief executive officer of this Association; they shall preside at all meetings of the members and directors: they shall have general and active management of the business of this Association; they shall see that all Orders and Resolutions of the Board of Directors are carried out: they shall assist the Vice Presidents in the league operations.
 2. **Secretary:** Shall attend all sessions of the Board of Directors and all membership meetings and act as the Clerk thereof; he shall record all votes and minutes of all proceedings in the Minute's Book. Shall take and record all nominations for elected positions four (4) weeks prior to the annual meeting. Shall provide Board members with a copy of the minutes prior to the next Board meeting. Shall take attendance at every meeting.
 3. **Treasurer:** Shall, under the direction of the Board of Directors, have charge of the funds of this Association. Shall direct/oversee the effort to obtain team sponsors for all leagues. Shall be responsible for all Federal, State and Local tax filings and the like.
 4. **Vice President – Baseball:** Shall have the same powers as the President when acting in the absence of the President. Shall be Head Commissioner to all League Commissioners. Shall aid in all matters pertaining to each League's operation. Shall assist the Treasurer in the preparation of a budget for each New Year, with input from League Commissioners.
 5. **Vice President – Softball:** Same as VP of Baseball
 6. **Vice President – Girls Basketball / Boys Basketball:** Same as VP of Baseball
 7. **Equipment Manager Baseball:** Prepare a pre-season inventory of all equipment. Identify equipment that can be repaired and have repaired prior to distribution. Obtain new equipment as necessary and assure competitive pricing. Establish schedule for distribution of equipment. Coordinate with Commissioners and Sponsor Director to assign team names, colors, etc. Coordinate with Commissioners for the purchase of trophies and special equipment. Coordinate with Commissioners to assure the return of all equipment.
 8. **Fundraising Director:** Develop guidelines and coordinate all fund-raising activities for the Association. Chair Fundraising Committee
 9. **Sponsorship Director:** Contact current sponsors and obtain commitments for upcoming season. Solicit additional team sponsors as required to achieve a goal of all sponsored teams within FRAA organization.
 10. **Field Maintenance Director:** Prepare pre-season inventory of field maintenance

activities. Establish pre-season & post season maintenance schedule. Schedule and Direct operations of maintenance work. Coordinate purchase of field and umpire equipment with Equipment Manager. Manage distribution of field and umpire equipment to fields

11. **Opening Day Director:** Coordinate activities associated with the annual Association's Opening Day Ceremonies; including program, sponsor participation and events.
12. **Co-ed Shetland League Commissioner:** Establish a list of names for selection of managers for in-house and tournament teams to be submitted for approval by the board of directors. Attend draft and assure that teams are of equal strength. Establish a game schedule. Monitor the league in its entirety. Select in-house All-Star managers where applicable. **
13. **Baseball – Pinto League Commissioner** ** All Commissioner positions can reference position 12.
14. **Baseball – Mustang League Commissioner**
15. **Baseball – Bronco League Commissioner**
16. **Baseball – Fall League Commissioner**
17. **Baseball – Tournament Baseball Commissioner**
18. **Baseball – Field Scheduling & Umpire Director:** Establish baseball and softball field assignments. Establish practice field schedule. Establish game field schedule. Coordinate rescheduling of fields and umpires due to rainouts, cancellations, etc. Establish umpire schedule to assure umpires at all games. Establish batting cage schedule.
19. **Softball - Equipment Manager:** Please reference position 7.
20. **Softball – Field & Umpire Director:** Please reference position 18
21. **Softball – Clinic Coordinator:** Coordinate softball clinics prior to the start of the fall season and as necessary to develop needed skills throughout the softball organization. Secure volunteers and trainers, establish schedules, and prepare communications to promote participation.
22. **Softball – Pinto Softball Commissioner**
23. **Softball – Ponytail Softball Commissioner**
24. **Softball – Fast Pitch Softball Commissioner**
25. **Basketball – Boys 3 & 4 Grade Commissioner**
26. **Basketball – Boys 5 & 6 Grade Commissioner**
27. **Basketball – Boys Junior High Commissioner**
28. **Basketball – Boys Senior High Commissioner**
29. **Basketball – Girls 3 & 4 Grade Commissioner**
30. **Basketball – Girls 5 & 6 Grade Commissioner**
31. **Basketball – Girls Junior High Commissioner**
32. **Basketball – Referee/Scheduling Coordinator:** Establish basketball court

assignments. Establish practice and game schedule. Coordinate rescheduling of courts and umpires due to cancellations, etc. Establish referee schedule to ensure coverage for each game.

33. **Webmaster:** To operate and maintain the FRAA website, including (with the assistance of the Secretary, the Treasurer, the Director of Maintenance and the League Directors, as applicable) on-line registration; scheduling, re-scheduling, and cancellation of League Games; current FRAA financial information, By-Laws and Board information; and other information pertinent to any FRAA Members. To post such documents, correspondence, data or other information as the directed by the Board. To submit to the Treasurer, within the first two months of each FRAA Year, the estimated costs to maintain the FRAA website for such FRAA Year.
34. **Risk Management Coordinator:** To ensure all managers, coaches and assistants have passed screening and clearances to furthermore ensure the safety of the participants of the FRAA.
35. **Concessions Director:** Coordinate and carry out the following responsibilities related with the business activities of the FRAA Refreshment/ Concessions. Inventory current supplies and equipment. Order materials, supplies and equipment as necessary for continued operation throughout the year. Develop schedule for various leagues to provide manpower to work the concession stand throughout the season.
36. **Assistant Concessions Director:** Assist in all tasks of the Concessions Director

Article X: Expenditures

- A. **Funds / Personnel.** Only the Board may commit to spend FRAA funds or obligate FRAA personnel.
- B. **Expenditure Limits.** The following expenditure limits are imposed on the Board:
 1. From \$1 to \$499. Can be made by any Board member, but only with the prior approval of any the following three: the President, VPs, Treasurer or the Secretary.
 2. From \$499 to \$999. Requires a majority vote of the Executive Board
 3. From \$999 to \$2499. Requires a majority vote of the current Board members
 4. Over \$2499. Requires approval of two-thirds (2/3) majority of the eligible active present current Board members at the meeting of the vote and either (i) a minimum of 3 competitive bids; (ii) is accordance with approved State guidelines for pricing, as applicable, with respect to the expenditure; or (iii) is otherwise shown to be an arm's length transaction through an appropriate benchmark
 5. All expenditures require an itemized receipt or payment will not be made on the approved item.
 6. Any expenditure over \$500.00 requires a minimum of (3) competitive bids.
- C. **Loans.** The Executive Board may commit the FRAA to borrow funds in amounts up to Seven Thousand Five Hundred Dollars (\$7,500) for any single loan, and up to Twenty Five Thousand Dollars (\$25,000) in the aggregate, to be used for Expenditures. Single loans greater than \$7,500, or a total amount of aggregated loans above \$25,000, must be approved

by the Board.

Article XI: Standing Committees

- A. Standing Committees are formed for the purpose of providing a continental review of specific operations of the organization. Each Director on the board may be assigned to serve on an individual committee in addition to their board position. The committees will then make periodic reviews and recommendations to the board of directors and/or executive board of elected officers. Executive board members are infacto members of all standing committees.

Article XII: Discipline

- A. The Board has the authority to discipline, suspend or expel any FRAA member for improper action. Improper Action may consist of serious, continuous, or intentional violations of the FRAA By-Laws, Policies or League Rules, or the falsification of any document, form or certification required by the FRAA. This may also include personal actions not directly affiliated to the FRAA that would negatively affect the image or opinion of the FRAA. The Board shall notify the member within 24 hours of taking any such action.
- B. Discipline or suspension of a member requires a majority vote of the Board; expulsion of a member requires a two thirds (2/3) vote of the Board.
- C. Any League Director may issue an immediate, interim suspension to any FRAA member
- D. for a period of up to seven (7) days in the event that such member is engaging in any Improper Action during or incident to a game played under such League Director's responsibility, The League Director shall notify the President within 24 hours of the suspension and provide the President with details of the incident for review by the Board.
- E. A disciplined, suspended, or expelled member shall have the right to present his case before the Board at a time stipulated by the Board and not unreasonable to the member. If the member fails to attend such meeting, the Board's decision is final.
- F. The executive board may make disciplinary decisions based on the best interest of the FRAA. This can include warning, suspensions and removal of an individual from the organization.
- G. Deleted.

Article XIII: Team Managers/Head Coach

- A. Tournament managers must manage or coach in the same age group they managed or coached in during the regular season. Exception: If no other Board member, League manager, or coach wants to coach the tournament team.
- B. Tournament managers may repeat as manager of a tournament team. If another qualified board member, league manager, or coach in that league applies for the position of tournament manager, then the Tournament Commissioner will chair a meeting with those individuals who have applied in an effort to mediate a solution. If there is a conflict of interest with the Tournament Commissioner, the VP will perform that duty.

If there is a conflict of interest with the VP, the President will perform that duty. If no solution can be reached after the meeting, there will be a vote held at an executive board meeting. It is encouraged that all nominees attend and speak on their behalf.

- C. Tournament managers shall be chosen the week before the tryouts are held under the guidance of the executive board.

Article XIV: Association Managers, Coaches and Assistants

- A. Deleted.
- B. Managers are required to attend league managerial meetings as announced. Coaches and assistants are encouraged to attend as well.

Article XV: Amendments to the FRAA By-Laws

- A. By-Laws may be amended by a majority vote of those members present at two of the last four general board meetings.
- B. All Proposed amendments to the By-Laws must be submitted in writing or via email to the Secretary, prior to a monthly board meeting for discussion.
- C. The Board of Directors shall vote on the summary of amendments to the By-Laws at the next board meeting for permanent inclusion (majority vote).
- D. A revamping of the By-Laws can be approved at an executive board meeting with at least four (4) executive board members voting “yes” on the revision.

Article XVI: Tournament & Travel Team

- A. **Player selection.** All players shall be rated by a third-party and non-bias selection committee. This may include other members of the organization who do not have a child trying out for the desired team. A minimum of three (3) raters are required.
 1. All participants will be rated equally by a pre-determined set of guidelines to be determined by the Tournament Commissioner.
 2. The Tournament Commissioner is expected to organize and oversee the rating session or tryout for the team. This will include attaining the raters, organizing the tryout and determining team guidelines.
 3. Players should not wear anything denoting they played for an All-Star/Tournament team previously.
 4. Each baseball or softball team, 7U-9U will consist of twelve (12) players, 10U and above will consist of eleven (11) players, unless the team coach opts for 12 players. Each travel basketball team will consist of a minimum of eight (8) players and a maximum of ten (10) players. The Executive Board can vote to modify any team size as needed.
 5. Automatic bids
 - a. For 7U-8U baseball, the top nine (9) rated players will automatically make the team.

- b. For 9U-14U baseball, the top three (3) rated players will automatically make the team.
 - c. For 15U baseball and above, the players will be picked by the head coach under the guidance of the executive board.
 - d. For softball, TBD.
 - e. For basketball, the top five (5) rated players will automatically make the team.
6. The Tournament Manager / Head Coach (as defined in Article XIII) will round out the roster with the final player selections deemed necessary in coordination with the Tournament Commissioner under the guidance of the executive board.
 7. Players who make the tournament/travel team(s) will be notified by the Tournament Commissioner or Tournament Manager. If the player accepts their position, they will be added to the team they have made. Once all players commit to the team they have made, the team will be listed on the FRAA website.
 8. All players shall be notified within (7) days of the tryout via posting of the team on the FRAA website
 9. For Baseball, players will be selected to a team starting in September of the current year until August of the following year. For basketball, players will be selected to a team starting in October of the current year until the end of the academic year (example: selected October 2019 and ends June 5, 2020).
 10. For Baseball, age requirement cutoff date is May 1st (to comply with Cooperstown). A player has to be the age of their age group as of May 1st to be eligible to play for FRAA. For Softball, a player has to be the age of their age group as of January 1st to be eligible to play for the FRAA, as dictated by USSSA regulations.
 11. All selected travel basketball players in 3rd, 4th, and 5th grade must register for FRAA in-house basketball during that same season. Travel basketball players in 6th grade (and above) have the option of playing in-house basketball.
 12. All selected tournament baseball players must register for spring baseball the following spring at the level of the team they are representing FRAA tournament baseball on behalf of.
 - a. Players trying out for the 11U team must have played in the FRAA baseball organization the previous Spring prior to the tryout. Any exceptions will need FRAA Executive Board approval.
 - b. Players trying out for the 12U (Cooperstown) team are not required to have played in the FRAA baseball organization the previous Spring prior to the tryout.

B. Tournament Manager / Head Coach Selection. Any parent/guardian who desires to be the coach of the tournament team must notify the Tournament Commissioner at least one (1) week prior to the start of tryouts.

1. Tournament Manager / Head Coach shall be designated by a legal guardian of a player of the appropriate age group. Exception; if none are available, the FRAA has the right to fill the position as deemed necessary.
2. In order to qualify for a Tournament Manager / Head Coach position, the prospective

coach must:

- a. Pass all clearances
 - b. Coach in the same age group during the regular season
 - i. Deleted.
3. If more than one individual submits to be a Tournament Manager / Head Coach, the following process will be applied.
- a. Tournament Commissioner will confirm that all candidates want to remain in the running for the head coach position.
 - b. Tournament Commissioner will chair a meeting with those individuals who have applied in an effort to mediate a solution.
 - c. Executive Board will vote if no solution can be reached..
4. The head coach will not be grandfathered into the next tournament season. When the season is over – typically the first week in August for Baseball / Softball and the first week in March for basketball – the head coach may continue to work and train with the team, but the process to attain the Tournament Manager / Head Coach position will be required as defined in Article XVI.B.2.
- C. Creation of a “B” Tournament and Travel Team.** If there are at least 10 players remaining (6 for Basketball) from the tryouts after the “A” team has been selected, then a “B” Tournament and Travel Team may be created. The following provisions will apply:
1. **Player Selection.** All provisions defined in Article XVI.A apply.
 - a. Deleted.
 - b. Deleted.
 2. **Tournament Manager / Head Coach Selection.** All provisions defined in Article XVI.B apply.
- D. Exceptions.** Any exceptions to the provisions defined in sections A, B, or C of Article XVI require an Executive Board vote.

Article XVII: Dissolution of Organization

- A. Procedure.** The FRAA may be dissolved, to the extent allowed by law, in the following manner: at a meeting at which a Quorum is present, and where proper advance notice has been given stating that the purpose of such meeting shall be to consider the dissolution of the FRAA, if at least two-thirds (2/3) of those Voting Members present vote in favor of the proposal, the proposal shall pass. If a Quorum is not present the proposal shall be deemed to have failed.
- B. Effect.** Upon dissolution of the FRAA, the Board shall, after paying or making provision for the payment of all of the liabilities of the FRAA, dispose of all remaining assets of the FRAA by providing them to (i) any organization(s) constituted and conducted exclusively for the purpose(s) as shall at that time qualify as exempt under Section 501(c)(3) of the IRS Code, or any corresponding provisions of any subsequent Federal Tax Law, or (ii) to the Federal, State or Local government for public purposes, as the Board may determine.

In the event of sale or dissolution of the Organization, it is prohibited to use any surplus funds for the private inurnment of any person