

ESCONDIDO
GIRLS SOFTBALL LEAGUE
BYLAWS 2023-2024

ARTICLE 1 – NAME

Section 1 The name of this organization is Escondido Girls Softball League. The acronym for the name of this organization is EGSL.

ARTICLE II – PURPOSE

Section 1 The goals of this organization are to promote friendship, develop good sportsmanship and self-discipline as it pertains to an organized sport, to mold and strengthen positive characteristics in our youth as they enjoy the benefits of recreational competition, learn the fundamentals of softball and enhance their softball skills.

ARTICLE III – PROCEDURE AND GOVERNMENT

Section 1 “Robert’s Rule of Order, Newly Revised” shall be used as a reference to the Board and the committees, unless otherwise specified in the By-Laws.

Section 2 The government of the organization shall be vested in a Board of Directors hereafter referred to as the Board, who will be elected annually and serve thirteen (13) months. The Board, as elected Closing Day of each year, shall take office June 15 of that year and serve for thirteen months with service ending July 15 of the following year. New board members will not have voting power for the first month of office.

Section 3 The Board will consist of President, Vice President, Secretary, Finance Director, 6u Director, 8 & Under Director, 10 & Under Director, 12 & Under Director, 14 & Under Director, Uniform Director, Tournament Director, Snack Bar Director, Field Director, Equipment Director, Publicity Director, Player Agent, Winter ball Director, Scheduler, Webmaster, Registration Director, Player Development, Umpire In Chief. None of the members of the executive board shall be related to one another.

Division Directors and their families may not serve as a manager, coach, assistant coach, or player in the division for which they are Director. Any exceptions must be approved by a majority vote of all Board Members.

- A. In the event that one or more of the above Division does not exist, that Director(s) will become a member at large.
- B. Board vacancies will be filled by Board appointment.
- C. The Board may remove any Board Member by a two-thirds (2/3) vote of all Board Members present at the board meeting with a quorum.
- D. The Executive Board shall consist of the President, Vice President, Secretary, Financial Director, and one additional board member as voted in by the board.

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- Section 4 The President or at least five (5) voting Board Members may request a special or emergency meeting of the Board. Notice of the time, place, and purpose of the meeting shall be given at least twelve (12) hours prior to the meeting. Such a meeting may be a closed meeting by Board discretion.
- Section 5 A majority of the Board shall constitute a quorum for the transaction of all business, including special or emergency meetings.
- Section 6 It shall be the responsibility of the Board to establish all administrative and playing rules for the league.
- Section 7 The Board, pending Board approval, shall employ necessary staff.
- Section 8 Board Members are required to work Field Duty during their term in order to keep voting rights determined by executive board discretion.
- Section 9 The General Membership is anyone of the age eighteen (18) years or older with a vested interest in EGSL. Vested interest is defined as the parents of an EGSL player and rostered volunteers.
- Section 10 Special meetings of the general membership may be called by the Board whenever it is deemed necessary, or shall be called by any Executive Board member upon written petition of not less than fifty (50) voting members.

ARTICLE IV – OFFICERS AND THEIR DUTIES

All Board members are required to:

- Work Freedom and other tournaments hosted by EGSL
- Perform 3-4 field duties a month during regular season
- Perform 3-4 field duties during Winter Ball season
- Attend 1-2 Board meetings a month, which supersedes practice responsibilities
- Maintain privacy of information under their control
- Assist with Registration

In addition to the duties listed under each position.

PRESIDENT

- Preside over all meetings
- Coordinate all league activities
- Field superintendent
- Liaison with the City
- Responsible for volunteers
- Responsible for functions
- Check signer
- Contracting Officer

VICE PRESIDENT

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- Assist President
- Chairman of fundraisers
- Responsible for coordinating league and team sponsorships
- Oversee all aspects of banners for sponsors
- Check signer
- Serve in President's capacity in his/her absence

SECRETARY

- Keep minutes of all meetings
- Correspondence
- Keep voting records
- Check signer
- Coordinator of all League documents
- Facilitate team parent meeting
- Member of Registration Committee
- Member of Safety Committee

FINANCIAL DIRECTOR

- Issue checks and payments as directed by the Board.
- Ensure compliance with non-profit rules and regulations
- Submit Monthly Financial Statements to Executive Board
- Complete financial reports at year end/submit books for year-end review.
- Check Signer
- Contracting Officer
- Liaison between the bank and the League
- Liaison between tax preparer and the League
- Can conduct all bank transactions on behalf of league
- Must close out books for transition to a new Financial Director
- Submit bi-annual City Admin Report
- Coordinate with Registration Direction for maintaining league/player insurance
- Member of Safety Committee
- Member of Registration Committee
- Reviews and approves financial aid and scholarship applications with the Executive board.

6U/14U UNDER; 8 & UNDER 10 & UNDER; 12 & UNDER; 14& UNDER DIRECTORS (Within their division)

- Responsible for all activities, drafts, evaluations in their respective divisions.
- Assist in the preparation of all information for coaches' packets, including Roster
- Work with Player Agent
- Advise Scheduler of games to be rescheduled and notify coaches
- Will present to Board all questions and concern from coaches/parents
- Will disseminate pertinent information to coaches
- Maintain waiting list; place players on teams as needed
- Facilitate Coaches Evaluation and Meet with Coaches to discuss Evaluations
- Will be responsible for ALL-STAR Teams /players/parents
- Assist in the preparation of All-Star coaches' book with all applicable information, including Roster
- Member of Disciplinary Committee if issue falls under your respective division

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FIELD DIRECTOR

- Will upkeep fields for safety issues
- Hire Field Crew members, when necessary
- Co-Chairperson for Safety Committee
- Field Preparation Supervisor for all EGSL Events, games, tournaments
- Prepare Field Binders
- Order and Maintain scoreboards and equipment.

SCHEDULE DIRECTOR

- Will schedule all initial games with Board approval
- Attend City field allocation meetings
- Reschedule any rain outs or other games as needed
- Schedule practice fields
- Report alternate field assignments to Registration Director for Insurance

TOURNAMENT DIRECTOR

- Freedom Tournament Coordinator
- Member of Protest Committee
- Will schedule ALL-STAR Teams outgoing Tournaments
- Tournaments: mailing, awards, registration, operations, volunteers
- Director must be available during the entire Freedom Tournament
- Will schedule all playoff games-regular season.
- Will coordinate any and all tournaments hosted by EGSL

WEBMASTER DIRECTOR

- Maintain website
- Post standings and summaries on website
- Prepare tryout forms, make copies for coaches
- Friendship Games Chairperson
- Coordinate Friendship games with Uniform Director, Winter Ball Director and Player Agent
- Provides same to news media
- Work with publicity

PUBLICITY DIRECTOR

- Provides press releases as directed by President
- Coordinate social media campaigns
- Responsible for updating and printing all applications, flyers, and directories
- Responsible for getting registration forms out to schools
- Coordinate scorekeeping training session (s) Get two (2) or more bids for trophies and purchase trophies

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- Create End of Season programs
- Coordinate with Registration to have coaches/board pictures done for USA Softball Registrations
- Coordinate with Registration to have All Star players and All Star Coaches' pictures done for USA Softball registration purposes.

UNIFORM DIRECTOR

- Get two (2) bids for uniforms
- Purchase all uniforms with Board approval
- Coordinate tournament team (All-Star) uniforms and all others as may be needed
- Coordinate with the Webmaster Director, Winter Ball Director and Player Agent to facilitate Friendship Games
- Prepare Uniform Order for Team Parent Meeting

EQUIPMENT DIRECTOR

- Complete pre-season equipment inventory
- Supply Board with list of equipment to be purchased.
- Purchase all equipment, with Board approval
- Responsible for inventory control, repairs, distribution of all equipment
- Member of Safety Committee

WINTER BALL DIRECTOR

- Coordinate with the Webmaster, Uniform Director and Player Agent to facilitate Friendship Games
- Assist with registration items including players, coaches, and volunteers information for Winter ball.
- Responsible for coordination of Winter Ball teams for EGSL
- Coordinate scheduling Winter Ball fields, field duty and umpire fees.
- Liaison between league and NCWB or associated organization where participating.

SNACK BAR DIRECTOR

- Purchase, maintain stock and track inventory and supplies for snack bar
- Determine prices, with Board Approval
- Schedule/hire/Supervise workers in snack bar
- Responsible for all operations of snack bar during league and tournaments
- Establish contracts for that season

PLAYER AGENT

- Act as liaison between Players, Parents, Coaches and Division Directors
- Co-Chairperson for Safety Committee
- Assist in registration and drafts
- Coordinate field duty
- Get bids for all League photos
- Schedule teams for all picture days
- Coordinate end of season coach evaluations.
- Coordinate with the Webmaster Director, Uniform Director and Winter Ball Director to facilitate Friendship Games

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PLAYER AND COACH DEVELOPMENT DIRECTOR

- Develop player clinics that target specific age groups, skill levels and all aspects of game play
- Strength training / conditioning for upper divisions
- Develop player events that promote community awareness of EGSL programs
- Develop outside resources for player growth and league promotion (college softball programs, batting cages, etc.)
- Establish a network of professional instructors for players and parents to access
- Provide both in league and outside professional opportunities for coaching clinics throughout the season
- Establish a mentoring program for new coaches
- Develop or locate clinics for coaches to participate in.
- Facilitate with Division Directors the preparation of coach (Winter Ball, Spring, Select and All Stars) evaluations and process to provide feedback
- Assist Division Directors and Secretary in the preparation of informational materials provided to coaches
- Coordinate the research and growth opportunities for the Select and All Star Programs
- Serve as a member of the Safety Committee

REGISTRATION DIRECTOR

- Coordinate all registration for players and coaches
- Coordinate League/Player insurance certificates
- Oversee Registration Duties dispersed to Committee Members
- Maintain complete files of birth certificates

UMPIRE IN CHIEF

- Recruit and train umpires
- Manage EGSL umpires
- Schedule umpires for all required games
- Coordinate game per diem with finance director
- Liaison between schedule directors, division directors, and umpire
- Contact official Umpire organizations, get bids and be the point of contact

V – COMMITTEES

- Section 1 There shall be such committees established as are deemed necessary for performing functions as determined by the Board. The President may appoint committee chairpersons with Board confirmation. The chairperson shall appoint committee persons.
- Section 2 The President shall be an ex-officio member of all committees, shall not vote, is not part of a quorum, and cannot be the chairperson. The President shall be notified in advance of all meetings by the Committee chairperson.
- Section 3 The Board, by majority vote, shall have the authority to remove any committee chairperson and/or committee members.
- Section 4 All committees shall be dissolved, and the authority and power terminated at the expiration of the term for which appointed.

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- Section 5 The Executive Board shall consist of the President, Vice President, Secretary, Financial Director, and one additional board member as voted in by the board. The responsibilities will consist of confidential matters concerning players, families, or board members, review bank statements, setting meeting agendas, and participating on the discipline committee. The Executive Board will review major issues and make preliminary decisions for discussion and voting at the next full board meeting.
- Section 6 There shall be a Protest Committee composed of the Tournament Director as Chairperson, respective Division Director, Player Agent, President and/or Vice President, UIC, and The Board Member(s) on field duty at the time of the incident. Any persons with a conflict of interest should disqualify themselves.
- Section 7 High School Scholarship Committee, as appointed by the Board will be composed of up to five (5) members. The Board may appoint non - Board Members as part of the five (5).
- Section 8 The Discipline Committee shall consist of the Executive Board members and the respective Division Director if applicable, specific to the complaint. A violation of either Board Code of Conduct, Coach Code of Conduct, Player Code of Conduct or Parent Code of Conduct disciplinary action shall be as follows:
- Verbal Warning
 - Written Warning
 - Suspension (term decided by the Executive Board)
 - Banishment or other actions (on a case by case basis)
- Should any person physically harm a child or adult, verbal and written warnings will be dispensed with and suspension will be immediate. Disciplinary action carries over each season.
- Section 9 The Safety Committee shall consist of the Player Agent, Secretary and Financial Director - with the Field Director overseeing field safety issues and the Player Agent overseeing player safety issues.
- Section 10 The Select Committee will be appointed by the board and will consist of player and coach development directors, division directors, and additional board members as appointed by the board.
- Section 11 The Registration Committee will consist of a registration director, secretary, financial director, and webmaster.

ARTICLE VI – FINANCES

- Section 1 The fiscal year of this organization shall end on the last day of August of each year.
- Section 2 With the exception of normal and routine expenditures not exceeding budget, all other League expenditures in excess of two hundred fifty dollars (\$ 250.00) require approval by the Board.

ARTICLE VII – BOARD NOMINATIONS AND VOTING

- Section 1 A nomination slate shall be posted at the field complex thirty (30) days prior to voting by the

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general membership.

- A. Voting will take place one (1) week before closing day.
- B. The General Membership shall be notified of the exact dates and times to vote, at the same time that the nomination slate is posted, and by email if available.
- C. All nominees shall be contacted to verify that the nomination is authentic
- D. The Board shall be responsible for the distribution and collection of ballots.
- E. The ballot shall include the word incumbent under the name of the board member that is currently filling that position if they are returning.
- F. Non-returning Board members shall be responsible for the accuracy of the ballot count and shall forward results and the ballots to the outgoing Secretary who shall notify all candidates of the results. Ballots shall be kept for one (1) year.
- G. In the event of a position having no candidate, the position shall be appointed by the new Board.
- H. Write-in candidates shall be notified and, if interested, shall be considered by the Board for that position.

ARTICLE VIII-AMENDMENTS

Section 1. Amendments or Additional By-Laws, not in conflict with national or state law or the vested right of members or plan principles of justice, may be passed by a two-third (2/3) of a voting quorum of the attending Board members.

Section 2. Amendments must be presented in writing to the League Board thirty (30) days before adoption.

These By-Laws have been approved and accepted by the Board of Directors of the Escondido Girls Softball League this _____ day of _____, 2023 in Escondido, California.

Sarah Frazier, President

Date

Jennifer Steinmetz, Secretary

Date

REVISED AND ACCEPTED: