

# 2023 BYLAWS NORCO GIRLS SOFTBALL

## **ARTICLE I NAME**

This organization shall be known as the Norco Girls Softball, incorporated, a non-profit corporation, referred to herein as NGS, or referred to as "The League".

## **ARTICLE II OBJECTIVES**

The objectives of the NGS shall be to develop the girls of the community the ideas of good sportsmanship, loyalty, pride and courage. The objectives shall be achieved by providing supervised athletic games. The supervisors shall bear in mind that the attainment of exceptional athletic skills or winning of the game shall be **secondary** and the molding of the future woman is of prime importance. The NGS shall govern all girls' softball, which they supervise.

## **ARTICLE III GOVERNMENT**

A. There shall be in the government of the League a Board of Volunteers, which consists of:

President

1<sup>st</sup> Vice President

2<sup>nd</sup> Vice President

Secretary

Treasurer

Immediate Past President

General Manager

Historian

Field, Safety, & Equipment Manager (FESM)

Field Safety, & Equipment Manager Assistant

6U Player Agent

8U Player Agent

10U Player Agent

12U Player Agent

14/16/HS Player Agent

Webmaster

Team Mom Coordinator

Fundraiser/Marketing Coordinator

Honorary Board Member

Coach Liaison

Registration Coordinator

Snack Bar Assistant

Auxiliary(s)

The President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Secretary and Treasurer should not be related in any way. The Board should fill any Board vacancy as soon as possible.

- A. The President shall preside over all meetings, vote only in the case of a tie, and in order to participate in discussion, appoint a substitute and step down to address the chair until the issue is decided. This position should have one (1) year of board experience. The President may sign checks, will also act as a liaison between the league and the public.
- B. The First Vice President (1<sup>st</sup> VP) is responsible for the snack bar. He/she will preside in the absence of the President and assume their duties until a new president is approved by the board. This position should have one (1) year Board experience. The First Vice President may co-sign checks with the President and/or Treasurer.
- C. The Second Vice President (2<sup>nd</sup> VP) is the tournament director. He/she shall direct the Bylaws, Ground Rules, and Tournament committees. In the absence of both the President and First Vice President, the Second Vice President shall preside over the meetings. This position should have one (1) year board experience. The second VP will coordinate board-approved travel ball activities (e.g. 'friendlies') with league schedules and be responsible for ordering awards for tournaments.

## 2023 BYLAWS NORCO GIRLS SOFTBALL

- D. The Secretary is responsible for notifying the board members of the time and place of each meeting, recording and maintaining the minutes of each meeting, documenting all written and oral communications for the League, and shall also record and maintain minutes to protests.
- E. The Treasurer shall collect all monies, deposit them in the bank, sign checks, pay bills, prepare financial reports for each meeting, and is responsible for the annual filings with the Internal Revenue Services (IRS), the Franchise Tax Board, the Attorney General's Registry of Charitable Trusts and the California Secretary of the State. In addition, the Treasurer is responsible for the timely reconciliation of all bank accounts and any fraudulent activity should be reported to the President immediately and to the board at the next board meeting. The treasurer should have bookkeeping and /or accounting knowledge as a minimum requirement for the position. The Treasurer will remain on the Board for one extra month to assist the newly elected Treasurer. He/she will have no Board vote during the extra month on the board for the executive meeting. sign checks. The Treasurer shall also prepare an annual operating budget for approval by the Board. Checks should be deposited at least once per week. All Sponsorship money will be collected by the Treasurer.
- F. The Immediate Past President serves a term of one (1) year as a consultant and advisor to the President. This officer shall have a vote on the Board.
- G. The General Manager (GM) shall be responsible for and manage the practice and game schedule of League and Tournament play for the season. The General Manager shall obtain and maintain the required umpires for League and Tournament play. The GM shall also assist the Second Vice President in his/her Tournament Committee activity. The GM shall be responsible for obtaining awards associated with end of season/tournaments. The General Manager shall chair the Protest Committee. Matters of protest or concerns will be processed or coordinated through the Player Agent prior to a Protest Committee review.
- H. The Historian shall be responsible for the organization of special events such as opening day, closing ceremonies, all-star tournaments, and organizing the league pictures. He/She will be responsible for working with city to inquire Plot Pans, vendor certification insurance, and fire safety.
- I. The Field, Safety, & Equipment Manager (FESM) shall monitor all NGS equipment and fields for safety hazards and report any such items to the appropriate persons. The Field, Safety, & Equipment Manager shall coordinate the pre-game preparation with the proper team representative. They shall purchase, maintain, and control the equipment by way of a written inventory. As each team concludes season play, all equipment will be picked up and stored by the Field, Safety, & Equipment Manager. Each team manager will sign an agreement for equipment issued. The Field & Safety Manager will chair the Safety Committee. The Field, Safety, & Equipment manager will be responsible for prepping fields before season evaluations and must attend evaluations.
- J. The Field Safety and Equipment Manager Assistant is responsible for assisting the FSEM in all duties and responsibilities.
- K. The player agents shall participate, monitor and communicate all matters involving their respective divisions to the NGS Board. The player agent shall be responsible for assisting Registration Coordinator to register player's roster, fair play, discipline, and coordination of League requirements within their respective divisions. The player agent shall also be responsible for monitoring the activities of the All-Star team from their respective division and report to the Board. Matters of protest or concerns will be processed or coordinated through the player agent prior to a Protest Committee review.
- L. The Webmaster shall be in charge of the league's website. This includes updating scores, posting news events, updating forms, and website activities; including social media, marketing, and publicity. Webmaster can also monitor all websites and social media to remove or report inappropriate or negative activity.
- M. Team Mom Coordinator shall be responsible for ordering and purchasing the league uniforms; as well as distributes league information to the team moms in conjunction with league awards, newsletters, assist fund raising, obtain and sell league wear at various league functions, etc.... He/she shall maintain a list of all team parents. Shall also be responsible for scheduling team pictures in the event of the Historians absence.
- N. The Fundraiser/Marketing Coordinator distributes any additional information (i.e. player clinics, pancake breakfast, and other approved fundraisers). The Fundraiser/Marketing Coordinator will coordinate and manage all league fund raising as well as be responsible for seeking all league sponsorships. All monies received shall be turned into the Treasurer within 10 days of receipt.
- O. The Honorary Board member is a position that is for an individual that has participated in the league for many years. It is a position that is voted on annually during a general election and can only be removed if the individual violates league rules. It is a position that has limited responsibility but does not have a vote on the Board.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

- P. The Coach's Liaison will be responsible for holding coaches meeting and classes prior to beginning of each season, assembling coach's packages (Bylaws, Ground Rules, helpful hints, websites, team/league information, etc.), mentoring new coaches in the league, resolving problems with coaches, participating on protest committee (unless conflict of interest exists), and assisting player agents with problems that might arise between coaches, players, and/or parents.
- Q. The Registration Coordinator will attend annual USA Softball SoCal conference, manage promotion/notification of league signups including forms, locations, schedules, and recording electronic on-line registration as well as coordinating All-Star registration and be responsible for establishing and maintaining insurance for the League by uploading information in the USA Softball website. In addition, the Registration Coordinator will lead/coordinate player evaluations and be responsible for maintaining USA Softball Registration/Background Checks for all players, managers, coaches, and team moms. The Registration Coordinator is responsible to ensure that the league registration is made up of at least 51% Norcoresidents. He/She will be responsible for coordinating a committee for all registration, evaluations, and tournaments.
- R. The Snack Bar Assistant will be responsible in assisting the 1<sup>st</sup> Vice President in all snack bar responsibilities and duties.
- S. The Auxiliary position(s) are responsible for assisting the board as needed.
- T. Binders shall be made by every board member of their duties and shall be kept in the board room for future volunteers.
- U. Any persons volunteering or working in the snack bar under 18 MUST fill out a waiver, by a parent.

In the Government of the League there shall be the following committees:

### **Protest:**

The Protest Committee shall consist of the General Manager, Coach's Liaison and/or one (1) league representative/board member, (appointed by the President) and one (1) player agent for the respective division (unless any of the above have an interest in the division where the protest is happening, in which case they would be excluded from the Committee). Substitutions are to be selected by the League President. The General Manager shall chair the Protest Committee.

### **Scholarship:**

All scholarship players shall complete a scholarship request form and abide by the requirements herein. Approval of all scholarships shall be the responsibility of the President, 1<sup>st</sup> Vice President, Treasurer and Registration Coordinator. The President does not have a vote but will run the meeting and be part of the decision making of who is awarded the scholarship. Scholarships will be awarded on a case by case basis. The scholarship "winner" will be responsible for the cost of uniform only and will participate in fundraising (if applicable). Only one scholarship per family per year. Player/Family shall not be awarded scholarships more than twice overall. Board members are not eligible for sponsorships.

### **Safety:**

This committee will be responsible for the safe conditions of the playing fields and equipment. They will report and coordinate repairs as needed. Will consist of the Field, Safety, & Equipment Manager, Treasurer, Coaches Liaison, General Manager and the President (The President will be a tie breaker vote only, if needed).

## **ARTICLE IV MEMBERS AND MEETINGS**

- A. The ruling body of the NGS shall hereafter be referred to as the "Board".
- B. The Board members, committee appointees, managers, coaches, players, and persons affiliated with the league (upon board approval) at the Board Meeting prior to the beginning of each season shall hereafter be referred to as the Personnel of the League.
- C. The Personnel, other actively-involved adult volunteers (e.g. managers, coaches and affiliated persons) whose children do not play in the League and registered player's parents or legal guardian shall be defined as the general or voting member- ship. The age of voting members is to be eighteen (18) or older.
- D. The Board reserves the right to terminate the membership of any individual who does not follow the Bylaws, policies, ground rules or regulations of this organization.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

- E. General membership meetings shall be held the second (2) Tuesday of each month starting at 6:30 pm.
- F. A quorum for a general meeting shall consist of seven (7) or more League members of which at least one (1) shall be a Board Member including the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, or Treasurer. Minutes shall be recorded by one of the following Board Members should the Secretary not be present.
- G. Board meetings will be held immediately following the general meeting. Additional meetings maybe called as necessary for the operation of the League.
- H. Discussions held during Board Meetings are considered privileged/confidential and not to be discussed outside of the Board Members. Any Board member caught abusing this confidentiality will be removed from the Board.
- I. All Board members are to be notified for all board meetings by telephone, email, social media, and/or verbal communication, no later than twenty-four (24) hours prior to the board meeting.
- J. Roberts Rules of order should thoroughly detail duties of the officers and govern the proceedings of all meetings except when in conflict with the Bylaws of the League.
- K. The Board shall present to the general membership a budget for the operation of the League at the January general membership meeting.
- L. No telephone or proxy votes will be allowed unless directed by the President due to special circumstances.
- M. Board elections are to be held during the March board meeting of each year. New Board members will be effective in June.
- N. Coaches will receive and must utilize incident reports found in coaches packet and in the snack bar.
- O. NGS must obtain insurance for the city, NGS, and Corona/Norco Unified School District (CNUSD).
- P. Any board member that fails to give a 24-hour notice to cover their Board Member On Duty (BMOD) shift will be required to pay a \$40 fine and there team will forfeit next game.

### **ARTICLE V AMENDMENTS**

Bylaw meeting shall be held at the discretion of the Board but at least once a year before each spring season. A Bylaws committee shall be appointed if necessary. All amendments to the Bylaws shall be handled at these Bylaws meetings. These meetings will also include the changing of Ground Rules, Amendments are required to meet all changes in the USA Softball rules or change to local, state and federal laws. All changes to the Bylaws shall be approved by two-thirds (2/3) vote of the General Membership meeting. Any Bylaws meetings that are held must be held during a General Membership meeting. The date of the meeting that it is a meeting on Bylaws must be publicized on the website.

### **ARTICLE VI CONDUCT**

- A. The President shall have the authority to call before the Board any League Personnel whose conduct is considered detrimental to the best interests of the League, for the purpose of reprimand or exclusion from participation in League activities. Such personnel shall be suspended from further activities with the League until the Board has met. The President or the highest-ranking board member present shall inform the Personnel of the suspension. Such Personnel shall have the right to appeal and have a review before the Board-whose decision is final after the appeal. A written statement of charges shall be prepared describing the alleged offenses, which are to be considered in the disciplinary hearing before the Board. This written statement of charges will identify the specific Bylaws or Ground Rules that are alleged to be violated and provide other information relating to the alleged offenses. The person initiating the charges shall sign the statement. The person initiating the charges may also call witnesses to the alleged offenses. Any person charged shall be given the opportunity to review the written charges, to hear any verbal information relating to the charges, and to submit written or verbal rebuttal information relating to the charges to be considered at the disciplinary hearing or at the appeal. The person charged may also call witnesses to supply additional information about the alleged offenses.
- B. The written decision of the Board shall be delivered to all interested parties and all members of the Board within seventy- two (72) hours after the decision has been reached.
  - 1. The written decision may, at the discretion of the Board, be posted at a location visible to the general membership.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

2. All testimony and discussions are privileged and are not to be discussed outside of the Board members.
  3. In a case involving a player, the parents must be notified of insubordinate conduct and possible expulsion. The Player Agent shall mediate the problem and solve it, if possible. If the player agent cannot solve the problem, the problem will be brought before the Board.
- C. When the conduct of the President is considered detrimental to the best interest of the League, the President may be removed by a two-thirds (2/3) vote of the Board. Any member of the board may be empowered to call a meeting for the purpose, but the meeting will be presided over by the First Vice President.
- D. A board member absent for three (3) regularly scheduled meetings is subject to dismissal by majority of the Board. League member in question need not be present for these meetings and will be notified by an appointed board member.
- E. Any board member not performing specified duties assigned by the Board or as designated in the Bylaws and Ground Rules is subject to dismissal by a majority of the Board.
- F. Personnel shall at all times refrain from the use of verbal abuse, profanity, derogatory behavior or discrimination. More than two (2) written warnings by the Board may result in expulsion upon review by the board.
- G. Personnel shall not publicly display undue anger or animosity toward each other and shall keep an attitude of respect towards each other.
- H. Personnel shall keep an attitude of respect toward Umpires and shall not dispute a judgment decision of the Umpire.
- I. League Personnel are strictly forbidden to represent themselves as a League spokesperson in any manner pertaining to League functions without the express authority delegated by the President of the Board.
- J. All board members must be registered, and background checked through USA Softball.
- K. All board members must participate in all league functions and duties. BMOD (spring and fall), Field maintenance day, All Star Field maintenance day, tournaments, fundraisers, registration, tryouts, and drafts. Failure to do so may result in disciplinary action.
- L. All league personnel must refrain from any negative or detrimental conduct on any social media outlets. Any violation of this will be subject to disciplinary action or removal from the league.
- M. Incident reports MUST BE handed out by coaches' liaison during meeting, filled out for any incident, and must be turned into a board member no later than 24 hours.
- N. Any complaint must be submitted in writing to the board. No disciplinary action can be taken without a formal written complaint. All written complaints regarding coaches must be presented to the board and to be informed of the complaints regarding coaches prior to coach approval of each season.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

### **ARTICLE VII RULES**

- A. It will be the duty of the Board to see that a copy of the Bylaws and Ground Rules are published and in the hands of all board members, coaches, and umpires before participating in League activity.
- B. The current USA Softball fast-pitch rules shall apply in all instances, unless superseded by League's Ground Rules.
- C. No unauthorized food will be permitted on the playing field or in the dugouts by personnel of the League. No glass is permitted. No sunflower seeds can be expelled onto the ground. Any persons consuming sunflower seeds must use a cup to dispose of shells.
- D. No smoking/Vape/E-cigarette, and tobacco/alcohol products will be permitted on the playing field, in the dugouts, on the walk- ways, in the restrooms, in the parking lots, or anywhere else at the Wayne Makin/Shearer Sports Complex. Smoking will only be permitted on the city streets.
- E. A player agent may not manage or coach a team in their division.
- F. The official uniform is that which is issued or approved by the Norco Girls Softball.
- G. A player agent or board member should be present at all NGS Tournament scheduled games.
- H. No one under the age of 18 shall drive the league cart or league borrowed motorized vehicles.

### **ARTICLE VIII FINANCIAL POLICY**

- A. The Treasurer shall be responsible for the collections of all monies turned over from the concession stand. The Treasurer shall prepare an operating budget for consideration by the Board during the November Board meeting. The budget shall be revised if necessary and approved at the January General meeting.
- B. All checks written require one of two (2) signatures (two signatures required of \$1,500 or more) – that of the President or the Treasurer. All checks must be approved by the Board or by the President on an emergency basis to be later disclosed to the Board.
- C. Current board members shall determine the rules governing the snack bar expenditures for the current year.
- D. All funds collected by the Board must go directly to the general treasury.
- E. The sponsor fee shall be set at the beginning of each season.
- F. No funds shall be earmarked for any special purpose without the consent of the Board.
- G. The sponsor shall receive adequate publicity during the season.
- H. The sponsor must agree that NGS shall dictate the policies and conduct of the teams.
  - 1. All Sponsors must be approved by the board. The board will ensure that no sponsor causes a conflict of interest towards the league or their players.
- I. If any sponsor has a complaint, such complaints will be referred to the Board for action.
- J. Any person spending League money without the board approval is responsible for the debt incurred. That person will also be responsible for any legal costs associated with the collection of that money.
- K. If for any reason this organization is dissolved or otherwise disbanded, the total of all assets will be transferred to another non-profit organization with the same or similar objectives (ARTICLE II), as herein described, or to any other non-profit or charitable organization, as directed by the Board.
- L. The NGS operating year shall begin January 1<sup>st</sup> and end December 31<sup>st</sup> of each year.
- M. Any financials that are requested outside of the Treasurer's Report are open to all who request and will be available within 10 business days of receiving a written request. A detailed description of what is in question must be submitted within the written request. No financial information will be taken home and copies will not be given out. The person requesting the financials may not write any of the information from the financials on another piece of paper or copy by electronic means. A person may request financials by state law.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

- N. The President or Treasurer cannot sign checks if they are made out to them directly.
- O. All Tax ID letters (Sponsor Letters) are to be signed by the President and will only be written once given the written request form for Sponsor letters.
- P. Any payments returned by NGS financial institution will be the responsibility of the parent or legal guardian in the total amount returned, plus any bank fees. It must be in certified funds only. The registration coordinator and/or Treasurer will be responsible for collection of fees.

### **ARTICLE IX REGISTRATION**

- A. Registration will be held on dates to be determined each year by the Board.
- B. All registrants will obtain written consent to play ball from a parent or legal guardian.
- C. A release of responsibility and informed consent must be obtained from a parent or legal guardian before a registrant may play any ball, including tryouts. In case of injuries or serious illness, a doctor's release must be obtained before a player may participate in further League activity.
- D. No sign-ups will be accepted if a division is full or fourteen (14) days after opening day of the season.
- E. The Board may elect to restrict registration based on outstanding debt to the League, and detrimental to the League.
- F. Refunds will not be distributed after the team draft has taken place.

### **ARTICLE X TEAMS**

- A. A team shall consist of no more than twelve (12) players. Any exceptions will be decided by the Board
- B. There shall be at least one (1) board approved manager on each team. If necessary, a base coach with approved background check may be recruited when any one of the staff is absent from the field.
- C. If the total number of players on a team falls to nine (9) or below, the NGS Board shall place said team under review. The Board shall attempt to determine the cause for the loss of player participation and take appropriate action.
- D. A minimum of three (3) adults must be in each dugout for each game. A current background checked adult female shall be within 20' of the dugout for games and practices. Game will be forfeited if not fulfilled.
- E. No one shall manage more than one team during a season, unless approved by the Board.

## 2023 BYLAWS NORCO GIRLS SOFTBALL

### **ARTICLE XI PLAYERS**

- A. No girl sits the bench more than one (1) consecutive inning, except if Article Rule XI-K applies.
- B. Managers or coaches must submit a written line-up of players to the official scorekeeper.
- C. Players for 6U division must be six (6) and under as of December 31<sup>st</sup> of the prior year.
- D. Players for 8U division must be eight (8) and under as of December 31<sup>st</sup> of the prior year.
- E. Players for 10U division must be ten (10) and under as of December 31<sup>st</sup> of the prior year.
- F. Players for 12U division must be twelve (12) and under as of December 31<sup>st</sup> of the prior year.
- G. Players for 14/16U division must be thirteen (13) or older as of December 31<sup>st</sup> of the prior year.
- H. Players for high school division must be sixteen (16) or older as of December 31<sup>st</sup> of the prior year and approved by the Board.
- I. Players in division 6U/8U/10U/12U may not wear any metal cleats. 14U/16U/HS division may wear metal cleats if they choose to do so at their own risk. All divisions must wear batting helmets (with face mask) when batting or base running. Any players warming up a pitcher *must* wear a batting helmet.
- J. Players may not be rostered in two divisions at one time.
- K. 6u Division, if a player is 3 1/2- 4 yrs old they must have a background checked parent or guardian with them to assist on the field. Once the player is deemed to have concept of the game and is not a safety issue, the player can be on the field without assistance of parent or guardian once it is approval by the 6u player agent, coach liaison and 1<sup>st</sup> vice president.
- L. Players that do not show up for practice or games may be sat out of the game(s) for that week.
- M. Fall season must play all players infield position for 3 outs by the conclusion of the third (3rd) inning for all rostered players. \*\*Special circumstances must be agreed by coaches at the home plate meeting and shall be taken in consideration. The team who fails to meet the criteria will forfeit the game\*\*.  
\*\*Excluded in tournament play\*\*



## **2023 BYLAWS NORCO GIRLS SOFTBALL**

### **ARTICLE XII MANAGERS**

- A. Managers will be selected and approved by the Board. Managers must present a written request to manage to the Board. Managers will be fully responsible for all Personnel under their jurisdiction in all matters pertaining to NGS conduct rules, dress, etc.
- B. No person will be allowed to manage a team other than those approved by the Board, or has been provided for in Article X, Rule B.
- C. All adults that are in contact with the players are required to fill out the USA Softball background check form and the NGS manager/coach/team mom application. This must be submitted to Registration Coordinator prior to any contact with the players. All adults are subject to a background check. Any background checks that are disapproved shall be addressed directly between the individual and USA Softball.
- D. Managers/coaches/team mom must have a current signed code of conduct on file.

### **ARTICLE XIII PROTESTS**

Protests will be allowed as provided for in the current USA Softball Rule Book and as follows:

- A. Protest shall be considered only if the protest form is filled out by the manager and submitted to a board member within 1 hour after the game ends. The President shall set a date for a hearing on the protest within one (1) week. Both managers involved in the protest shall be allowed five (5) minutes to state their case. The umpire may be recalled if necessary.
- B. Action will be taken at this meeting of the Protest committee. The secretary who does not have a vote will duly record these meetings.
- C. The written decision of the Protest committee shall be delivered to the President of the Board within twenty-four (24) hours after the decision is reached, unless in tournament play. During tournament play, the decision needs to be reached immediately by the Board members that are in attendance.
- D. All testimony and discussions are privileged and are not to be discussed outside of the Board members.

### **ARTICLE XIV TROPHIES AND AWARDS**

- A. Sponsor awards will be determined by the Board each year.
- B. Individual awards will be determined by the Board each year.
- C. Recognition of the All-Star shall be given.
- D. Recognition will be given to all players of the League.

### **ARTICLE XV DRAFT RULES – SPRING AND FALL SEASONS**

The divisions will be comprised of girls in age groups:

- Division 6 and under
- Division 8 and under
- Division 10 and under
- Division 12 and under
- Division 14/High School

- A. A girl may play up a division and be able to play her age group during All-Star/Select Team play.
- B. Draft order will be determined by draw and will proceed in a serpentine fashion with the odd rounds drafting first to last and the even rounds drafting last to first as defined by NGS Bylaws and Ground Rules.
- C. There shall be no returning teams. All players will be placed as options or drafted.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

- D. Locks must be declared prior to evaluations. The Board may make an exception if the parent or guardian is later approved as a manager or coach.
- E. All players must pitch during evaluations and are rated, regardless of status; i.e., locks. All Teams must have a 1<sup>st</sup> round draft pitcher and in the second round take a pitcher or catcher, if possible. All pitchers will be evaluated and have a draft order assigned. All pitchers will be distributed per draft order (i.e. in a serpentine manner per the draft rules) and selected by the coaches until all teams have a minimum of two (2) pitchers per team or until all pitchers are assigned to a team, if possible. No manager/coaches options (locks) who are 'non-pitchers' shall be placed in the first two rounds of the draft unless agreed to by the Draft Committee/Player Agent.
- F. The daughter of one (1) manager and one (1) coach must be placed on their team as a lock. All locks, and sisters of locks, will be rated by the other managers and coaches and put in the appropriate draft slots. A player cannot be a lock unless a parent signs up in a volunteer capacity for NGS (manage, coach, team mom/dad, or board member), prior to the beginning of evaluations. If a parent is found by the Board to have not fulfilled their volunteer commitment at the description of the Board. Player may not be a lock for future season.
- G. There may never be more than three (3) coach and/or manager locked players (unless sister option applies) on a team during the season.
- H. Only sister options will be recognized by the league (e.g. no cousin, car pool, 'friend' options). Sisters wishing to play on the same team will be rated by the other managers and coaches and put in the appropriate draft slots. Conflicts regarding draft slots shall be reconciled by the Draft Committee/Player Agent, subject to approval.
- I. Managers are board approved for their respective division. If there is more than one team without existing managers or coaches, and an approved manager wishes to manager his or her daughter's team, the daughter must become an option and will be decided on by the board on a case by case basis.
- J. If a sister is a late sign-up or was otherwise not declared prior to the draft, placement as a sister option will be decided by the Board on a case by case basis.
- K. The draft will continue until all girls are drafted as per Rule B.
- L. Girls who are unable to be evaluated, will become hat picks and follow the draft order as per Rule B. Pitchers that do not attend the evaluation will be pulled from the hat pick and drafted per Rule B & E.
- M. Draft rules will be voted into the Bylaws or Ground Rules. Pitchers and catchers can be traded prior to exit of the draft and approved by both managers and present Board members. Trade must benefit the goal of having an even playing field.
- N. One manager, one coach of each team will be permitted in the draft.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

### **ARTICLE XVI TEAM RESPONSIBILITIES**

- A. Each team should provide one (1) representative to be present at each general meeting held during the season, excluding board members that are on that team.
- B. The home team manager of each game played on each field will be responsible for lining of the field prior to the start of each game scheduled. Home team managers of the last game in all divisions will be responsible for taking all field equipment to the proper storage area after the last game of the day on that field. Failure to perform duties may result in forfeit of the team manager for the next scheduled league game.
- C. Each team shall be responsible for providing the requested number of volunteers, decided by the Board, to assist with League tournaments, fundraisers, snack bar duties and work parties.
- D. All sponsors shall have a sponsorship form to be filled out and checks made out to NGS. All receipts shall be turned in with a reimbursement form to the treasurer to be able to receive reimbursement. Alcohol will not be reimbursed. In the Spring season only, each team shall be responsible for a minimum of \$250.00 team sponsorship to the league. Anything in excess of the \$250.00 minimum, the league will withhold 15%. Each team is required to donate one (1) case of 16.9 oz bottle of waters and one (1) case of 20 oz bottles of Gatorade.
- E. The manager/coach of any team not fulfilling the aforementioned responsibilities may result in forfeiture of one or more games and at the discretion of the Board may not be have a lock in the future season.
- F. Any All-star monies accrued must be turned into the League and will be distributed upon request per team and/or players guardian (for player sponsorship only). All sponsors shall have a sponsorship form to be filled out and checks made out to NGS. All receipts shall be turned in with the reimbursement form from the treasurer to be able to receive reimbursement. Alcohol will not be reimbursed.
- G. Any select monies accrued must be turned into the League and will be distributed upon request to the team and/or players guardian (for player sponsorship only). All sponsors shall have a sponsorship form to be filled out and checks made out to NGS. All receipts shall be turned in with a reimbursement form to the treasurer to be able to receive reimbursement. Alcohol will not be reimbursed.

### **ARTICLE XVII TRAVEL TEAMS**

Travel Teams and travel teams coming in will be handled on a case-by-case basis and must be approved by the NGS Board before being affiliated with the league.

### **ARTICLE XVIII SELECT TEAMS-**

- A. Select team managers will be approved by the board.
- B. Manager, player agent, coaches liaison and a minimum of 2 coaches from another division and any board member with a child who is not trying out must be present at evaluations.
- C. A player playing up in a division must evaluate for both divisions.
- D. Select ball evaluations and tryouts should be conducted the first week of fall to December 31.
- E. Managers and teams will be re-evaluated at the January board meeting.
- F. No select teams can participate after March 31<sup>st</sup> per USA Softball Rules and Regulations.
- G. The select team will be re-evaluated prior (pending field accessibility and weather permitted) or during spring tryouts and players trying out for spring ball will have an indicator notifying the player will try out for select before team selection.
- H. Immediately following tryouts the committee will meet to re-evaluate select team.
- I. All select teams need to be approved by the board. Board will appoint one of the select ball managers to be a representative for the select teams.

## **2023 BYLAWS NORCO GIRLS SOFTBALL**

Approved on December 3, 2022