

HEADWATERS SOFTBALL LEAGUE: League By – Laws

ARTICLE 1 - NAME

1.0 This Organization shall be known as the Headwaters Softball League, established on March 10, 1978.

ARTICLE 2 – OBJECTIVES

2.0 The purpose for which this League is organized is to operate the Adult Recreational Softball program in Park Rapids MN, to maintain and improve the Softball Field Complex located at Western Avenue and Eighth Street. In connection with such purposes, the objectives of the League are:

- A. To maximize participation opportunities for all residents in the area.
- B. To provide the opportunity for competition, recreation, and fun.
- C. To promote physical fitness and mental well-being.

ARTICLE 3 – POWERS

3.0 The League shall have the following powers, in addition to the powers expressly or implicitly conferred on it by law:

- A. To make and enforce rules and regulations to govern itself.
- B. To solicit contributions and raise funds.
- C. To establish and collect fees, charges and fines.
- D. To enter into contracts.
- E. To hold and own property.
- F. To enter into agreements and/or affiliate with organizations so as to fulfill the objectives of the League.

ARTICLE 4 – MEMBERSHIP

4.0 The membership consists of all persons registered as a player or manager on any of the Adult Softball Teams registered with Headwaters Softball League. Members must be 16 years or older to participate.

ARTICLE 5 – BOARD OF DIRECTORS

5.0 The Board of Directors consists of one representative from each registered team, with each member having one vote.

5.1 The Board will determine the policies, playing rules and activities of the League.

5.2 In order to act on any matter, the Board must form a quorum. A quorum will be a majority of the Directors.

5.3 Items voted on by the Board must receive a majority vote for approval. A majority is determined by the number of Directors in attendance

5.4 Items may be presented for the Board approval at regularly scheduled meetings by any Director, officer, or other person attending the meeting. Items may be voted on at the same meeting that they are presented for consideration, except where indicated otherwise in these By-Laws.

5.5 Proposed changes to these By-Laws require approval by two-thirds of the Board of Directors. A proposed change to the By-Laws may not be voted on at the meeting where the proposal is made, but must be voted on within the next two subsequent meetings.

5.6 Proposed changes to the playing rules require approval of the majority of the Board of Directors. A proposed change to the playing rules may not be voted on at the meeting where the proposal is made, but must be voted on within the two subsequent meetings.

ARTICLE 6 – EXECUTIVE BOARD

- 6.0 The Executive Board will have the powers to determine and implement all actions necessary to operate the League in the best interests of its membership. All actions of the Executive Board require a quorum with a majority vote of those in attendance, unless stated otherwise in these By-Laws
- 6.1 The Board of Directors shall elect officers to the Executive Board which are: President, Vice-President, Secretary, Treasurer, and League Director. Officers will be elected at the organizational meeting before League play begins each year.
- 6.2 Any person in good standing with the League may be nominated and elected to office. Directors may be nominated for any office and may vote for themselves. If elected as President or Vice-President, that person will no longer serve as Director and that persons team must provide a new representative to serve as Director. The newly elected will take office immediately following the adjournment of the meeting at which they are elected.
- 6.3 Officers are elected to a two year term. Officers may serve more than one term if re-elected. Officers may be removed by a two thirds majority vote of the Directors. A vacancy of Office that occurs before the end of a term shall be temporarily filled by appointment of the acting President. The Office shall then be filled by election at the next meeting of the Board of Directors.
- 6.4 The President and Vice-President will not have any vote, except in the case of a tie vote, where the President or presiding Vice-President will cast the deciding vote. The Secretary, Treasurer and League Director may cast votes if representing a team as a Director.
- 6.5 President – The duties of the President will be to schedule, set the agenda, and preside at all meetings of the League. They will appoint any and all committees, and coordinate the work of the Officers. The President will also oversee And implement the policies and rules set by the Board, and promote the objectives of the League.
- 6.6 Vice-President – The duties of the Vice-President will be to assist the President where needed, and to perform the duties of the President in their absences. They will also promote the objectives of the League.
- 6.7 Secretary – The duties of the Secretary will be to keep the minutes of all League meetings, maintain contact and address lists and correspondence files. If the Secretary is unable to attend a meeting, they shall provide the previous minutes for approval to the President or Vice-President prior to the scheduled meeting.
- 6.8 Treasurer – The duties of the Treasurer will be to receive and disburse all monies, keep an accurate account of all receipts and disbursements, present a financial report at all meetings, file sales and use taxes with the State, and perform other duties as designated by the President. If the Treasurer is unable to attend a scheduled meeting, they shall provide a financial report to the President or Vice-President before that meeting.
- 6.9 League Director - The duties of the League Director will be to register all teams with the State Softball sanctioning organization, collect team rosters, represent the League in the member’s best interests, register teams for post season tournaments, perform any other duties as directed by the President. They will also promote the objectives of the League, and coordinate with the City of Park Rapids in the operation of the Softball Field Complex.
- 6.10 The Offices of Treasurer and League Director will receive an annual stipend as determined by the Board of Directors.

ARTICLE 7 – FINANCES

- 7.0 The League shall maintain an account at an accredited financial institution for the purposes of making deposits of receipts and making disbursements for expenses.
- 7.1 Checks written for disbursements require the signature of two officers.
- 7.2 The Executive Board may conduct or hire an outside certified accountant to perform an audit of the financials.

ARTICLE 8 – MEETINGS

- 8.0 The Board of Directors in conjunction with the Executive Board will meet annually prior to the start of the playing season, and at other times as needed as called by the President. The Executive Board will meet on a regular basis and at other times as needed as called by the President.
- 8.1 Meetings are open to all interested individuals and organizations. Meetings concerning discipline may be restricted.

ARTICLE 9 – DISCIPLINE

- 9.0 Complaints against any player, umpire, coach, Director, Officer or other person about behavior which is in conflict with the League's Objectives or in violation of the League's Playing Rules must be delivered to the President in writing and signed by the person making the complaint within 48 hours following the alleged conduct.
- 9.1 The President will review cases involving the ejection from a game of a player, coach, or person by an umpire, and complaints properly filed in accordance with section 9.0, and will make a determination within 72 hours based on the severity of the complaint or ejection. Appropriate handling alternatives include writing a letter conveying the situation to the alleged offended person and requesting a response, putting the situation on the agenda for the next scheduled Board of Directors meeting, or issuing an immediate temporary suspension in accordance with Section 9.4.
- 9.2 Any individual against whom a complaint is properly filed must be notified in writing of the complaint and the manner in which the complaint will be handled. Such notification must be made within 72 hours after the complaint is filed. In all cases in which the complaint is considered by the Board of Directors, the alleged offending party will be allowed to address the Board in person or in writing.
- 9.3 Any player, coach, umpire, Director, Officer or other person whose conduct is found by the Board of Directors to be in conflict with the Objectives of the League or in violation of the League's Playing Rules may be suspended or expelled from League activities by a vote of two-thirds of the Directors present. The offending person, and other appropriate parties will be notified in writing of the Board's action.
- 9.4 The President, in consultation with at least one other League Officer, may issue an immediate temporary suspension from League activities to any player, coach, umpire, Director, Officer or any other person whose conduct is in conflict with Objectives of the League or in violation of the League's Playing Rules. Such a suspension must be reviewed by a meeting of the Board of Directors within seven days following the issuance of the suspension. Notification of the immediate temporary suspension may be made in person, or by phone, but must be followed up in written form to the alleged offending person and other appropriate parties.
- 9.5 In the event that a complaint is made against the President, the complaint will be handled by the Vice-President.

Adopted on April 24, 2016

