

By-Laws
Of
Morgan Hill Pony Baseball

A franchise member of PONY BASEBALL, Inc., a non profit Pennsylvania corporation
(As adopted September 7, 1993, and with subsequent amendments through September 26, 2005)

ARTICLE I: MEMBERSHIP MEETINGS AND VOTING

Section 1. the membership of the league shall hold an annual meeting, at such place and time as shall be determined by the Board of Directors. Notice of time and place of such annual meeting shall be made known to the membership of the League through publication and/or individual mailings not less than ten (10) days prior to the date of the meeting.

Section 2. Special Meeting of the League membership may be called by the President, or by a majority vote of the Board of Directors upon written request of the Secretary by not less than 100 members of the League. Notice of time and place of special meetings of the League membership shall be made known to the membership of the League not less than five (5) days prior to the date of the meeting.

Section 3. At each annual or special meeting of the League every eligible voting member present shall be entitled to vote. There shall be no proxy voting. A majority of those eligible voting members present shall be required for elections, and questions brought to a vote. A three quarters (3/4) vote will be required for By-Laws & Constitutional changes.

Section 4. The presence of not less than 50 eligible voting members shall be required to constitute a quorum for the transaction of business at any meeting of the League.

ARTICLE II: ELECTION OF OFFICERS

Section 1. The league President will be responsible to see that nominations will be solicited for each position of membership. The league President will also determine the date of the Vote. One month prior to the annual election meeting, nominations will be opened for election of Officers and Board of Directors for the following year. Nominations will remain open until the board meeting prior to the annual elections. All nominees for positions on the board may state their affiliation to the league, their intentions as to why they wish to be elected to the board, and a brief personal background statement. If candidates submit their names in the month prior to the election, they may submit a brief statement to the league membership through the MHPB Pony Express Newsletter. If candidates are nominated after publication of the newsletter, they may present an oral statement prior to the vote. Each League member present shall be entitled one vote. Voting will be by secret ballot, and a plurality vote shall be required for election. In the event of a tie, a re-vote will occur. All nominations for League Officers (President, Vice President, Secretary, Treasurer, and Player Agent) shall have at least one year of experience on the MHPB Board of Directors, unless there are no nominees for a position which meet this criterion. All other Board of Director nominees need not have prior Board experience.

Section 2. The term of office for all officers shall be one year beginning July 1. From the time of election until July 1, those newly elected board members shall attend all board meetings and serve in a parallel capacity to the existing board membership. This period is intended to serve as a

transition period, allowing for a smooth transition from the existing administration to the newly elected administration.

Section 3. All officers and Board members shall be eligible for re-election.

Section 4. In the event of the death, resignation, suspension, or inability to perform the duties of office for any reason, of any officer or Board of Directors member, the President, with the approval of a majority of the Executive Board of Directors, shall be empowered to select a replacement for such officer, who shall serve the remainder of the term of the Board of directors.

ARTICLE III: BOARD OF DIRECTORS

Section 1. The board of Directors shall include the President, Vice President, Secretary, Treasurer, Player Agent, Division Representatives, and Staff Board members.

Section 2. The Board of Directors shall meet on a regular basis, but at least monthly, at such time and place determined by the President. A schedule of such meetings shall be prepared by the Secretary, and approved by the Board of Directors, at the outset of each term of the Board. The presence of a simple majority of board members is sufficient to constitute a quorum. Majority votes shall be sufficient to decide all matters other than amendments to the League Constitution or By-Laws. Special meetings of the Board may be called by the President, by the Vice President, or upon receipt of the written request of at least ten (10) Members of the Board of Directors, the Secretary shall call a meeting.

Section 3. Any member of the Board shall be subject to removal, reassignment and/or replacement, with or without cause, by majority vote of board members present at a properly called board meeting, at the annual meeting, or a special meeting called for that purpose. In accordance with Article I Sections 3 and 4, the general membership may also institute this process of removal.

Section 4. The Board of Directors shall have the authority to suspend, discharge or otherwise discipline any member, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interest of the League. (See Article X for specific guidelines.)

ARTICLE IV: DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of the League Membership and at all meetings of the Board of Directors, shall serve as the Chief Executive Officer of the League, shall be an ex-officio member of all standing and special committees, and shall perform such other duties as are normally associated with the office of President.

Section 2. The Vice President shall perform such duties as may be assigned by the President, shall otherwise assist the President in the performance of the President's duties, and shall preside at meetings in the absence of the President.

Section 3. The Secretary shall have custody of the Constitution and By-Laws, and all other records of the League, shall keep an accurate record of the meetings and other activities of the League and of the Board of Directors, shall be responsible for all correspondence on behalf of the League, and

shall transmit all records and correspondence to any person elected to succeed him or her in that office.

Section 4. The Treasurer shall receive and disburse all funds with the approval of the Board of Directors, shall keep an accurate account of all funds received and disbursed for the League, shall submit a financial report at all regular meetings and at such other times as may be requested by the President, shall compile an annual report of League finances, shall provide the books of the League an such other documentation as requested for the annual audit, and shall transmit all financial records to any person elected to succeed him or her in that office.

Section 5. The Player Agent shall be responsible for ensuring the safety and welfare of all player members. He shall supervise the annual registration of player candidates, tryout sessions, coordination and conduct of manager and coach training & selection, and distribution of players among League teams, and shall maintain any listing of eligible players not assigned to teams who may be available as replacement players.

ARTICLE V: DUTIES OF THE BOARD/COMMITTEE MEMBERS

The duties of the Board members and committee chairs are attached to these By-Laws as a matter of logistical convenience, as they may change more frequently than the duties of the League Officers.

ARTICLE VI: POLICIES & PROCEDURES

Section 1. Officers, Board of Directors members, and Committee Chairs shall establish and maintain policy and procedures manual for each of their offices/areas of responsibility. This documentation is MHPB property. A copy of each is to be maintained by the Secretary as part of League documentation. The policy & Procedures manuals will be transferred each year upon the election of new board members, at the Board of Directors transition meeting. The manuals will be kept updated to reflect current operational guidelines for operation.

ARTICLE VII: ORGANIZATION & ADMINISTRATION

Section 1. The League will maintain an organization chart, for the purpose of maintaining an equitable span of control amongst the League officers. Each League Officer will have supervisorial responsibilities for the areas in which that officer is assigned. The League organization chart will be publish annually for the benefit of the League membership, and is subject to change as is dictated by the dynamics of league operation. A simple majority vote of the Board of Directors is required to effect changes in the League Organization chart.

Section 2. Each Officer, Board Member and Committee Chairman is responsible of the effective administration of his/her responsibilities. The use of additional volunteers for this purpose is deemed appropriate for such purposes as secretarial, public relations, advertising, member communications, etc.

ARTICLE VIII: AFFILIATION

Section 1. The League shall annually apply for a charter from PONY Baseball Inc., and shall do all things necessary to obtain and maintain such a charter.

Section 2. Active player members shall not simultaneously be members of participants of any other Pony sanctioned baseball operation.

Section 3. The official player rules and regulations as published by Pony Baseball Inc. shall be binding upon this League.

Section 4. The operating rules of MHPB shall be adopted by the Board of Directors at a meeting to be held not less than 1 month previous to the Draft. Vote on such rules requires a two-thirds (2/3) majority to adopt or amend.

ARTICLE IX: FINANCIAL POLICY

Section 1. The board of Directors shall decide all financial matters of the League, bearing the responsibility to conduct the financial affairs in a sound business-like manner consistent with its non-profit status.

Section 2. To equalize the benefits of the League for all participating members, league solicitations of funds shall be solely for the operation of the league. Financial, or like kind contributions solicited by individuals or teams not approved by the MHPB board of Directors shall be forbidden. Donations to individuals or teams shall be declined.

Section 3. The Board of Directors shall not permit the solicitation of funds in the name of MHPB, unless all the funds so raised are placed in the MHPB Treasury.

Section 4. The Board of Directors shall not permit the disbursement of MHPB funds for other than the conduct of League activities in accordance with the rules and policies of PONY Baseball Inc., and all associated non-profit organizational requirements.

Section 5. All Monies received, including Booster Funds, shall be deposited to the credit of MHPB in the bank of the Board of Director's choosing. All disbursements shall be made by check. All checks shall be signed by the Treasurer and such other Officer or Officers or person or persons as the Board of Directors shall determine.

Section 6. The Leagues fiscal year shall begin on the first day of January, and shall end on the last day of December. The Board of Directors shall direct the preparation and acceptance of an annual budget, and periodic and annual presentation of reports, and an annual audit of the books of the League.

ARTICLE X: EXECUTIVE COMMITTEE

Section 1. The Executive Committee (AKA Executive Board) shall consist of the President, Vice President, Secretary, Treasurer, and Player Agent.

Section 2. The Executive Committee shall direct the general policies of the board of Directors, and shall meet as required to develop such plans.

Section 3. The Executive Committee shall be responsible to enact and enforce League discipline as required for members, who are ejected from games, or in violation of League Rules, Regulations, Code of Conduct, etc.

Section 4. The Executive Committee shall be responsible for resolving personnel actions involving complaints from any members.

ARTICLE XI: BOOSTER CLUB

Section 1. A Booster Club shall be formed for the purpose of promoting the objectives of MHPB. This organization shall assist the Board of Directors in fund-raising activity, event planning, operations support, and other activities as approved by the Board of Directors.

Section 2. The President of the Booster Club shall be a member of the Board of Directors of the League. The Booster Club membership shall be composed of all general members of MHPB. The Booster Club President shall appoint members to head various committee positions.

ARTICLE XII: STANDING COMMITTEES

Section 1. The following standing committees shall be formed: Rules, Protest, Training, Long Range Planning, Policies & Procedures, and Finance.

Section 2. The Rules Committee shall consist of the Player Agent, as chair, and the Division Representatives, Chief Umpire, and Head Scorekeeper as Committee members. This committee will annually, in the fall, review the existing League Rules and Regulations for correctness, consistency, and applicability to current League goals. Recommend changes from any League member will be considered by this Committee. The Rules Committee recommendations will be voted upon by the Board of Directors, with Rules changes requiring a two-thirds (2/3) vote of the Board Present.

Section 3. (note this is inconsistent with the Rules book) The Protest Committee will consist of the Player Agent, Chief Umpire and at least five (5) of the Division Representatives. This committee will meet when directed by the League President to decide any formally filed game protests.

Section 4. The Training committee will be composed of the Training Director, as chair, the Player Agent, and interested Division Representatives, and 2-4 members selected by the Training Director. This Committee is charged with the responsibility for developing and implementing training for managers, coaches, and players, consistent with individual Divisional philosophies.

Section 5. The Long Range Planning committee will consist of the Vice President, as chair, and a committee selected by the chair, and approved by the Board of Directors. This committee will serve to identify long term League goals and objectives, and will submit same to the Board of Directors for approval.

Section 6. The Policies and Procedures Committee will consist of the Secretary, as chairman, and such other board members as area interested. This committee is responsible for the documentation, and updating, of the administration process of the League, including Rules & Regulations, the constitution, League By-Laws, and individual board member Policies & Procedures manuals.

Section 7. The Finance Committee will consist of the Treasurer, and other members as determined by the Treasurer. This Committee will act to develop and implement the long-term financial requirements to support the long term operational goals of the Long Range Planning Committee, as approved by the Board of Directors.

ARTICLE XIII: SPECIAL COMMITTEES

Section 1. Special Committees may be appointed by the President for such special purposes as deemed necessary. Committee duties and responsibilities are to be outlined at the time of the appointment and such committees shall be dissolved at the annual meeting following appointment, but may be reappointed at any time following the annual meeting.

ARTICLE XIV: AMENDMENTS

Section 1. The board of Directors of the organization may, by a three-fourths (3/4) vote of the voting members in attendance, alter, amend, suspend, repeal, or annul any By-Laws of the organization at a regularly scheduled meeting.

Section 2. The members of the organization, by a three-fourths (3/4) vote of the voting members in attendance, alter, amend, suspend, repeal, or annul any By-Laws of the organization, at an annual meeting or special meeting called for that purpose.

ARTICLE XV: ADOPTION

Section 1. These By-Laws, at the time they are presented for ratification, shall be adopted by a three-fourths (3/4) vote of the voting members in attendance.

Section 2. These By-Laws shall be in force and effective immediately upon their adoption as set forth in Section 1 of this Article.

ARTICLE XVI: ROBERTS RULES

Section 1. The rules contained in the current edition of "Roberts Rules of Order Newly Revised" shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules or order the organization shall adopt.

I, Gregg Hall, Secretary of Morgan Hill Pony Baseball, do hereby certify that the foregoing is a true, correct and complete copy of the amended By-Laws adopted by the Board of Directors of Morgan Hill Pony Baseball at the meeting held on the 26th day of September, 2005, at which a quorum was present.

Signed by Gregg Hall, Secretary

Attachment to Morgan Hill Pony Baseball By-Laws

ARTICLE V: Duties of Board/Committee Members

Section 1. Division Representative: Plans, Organizes and supervises the operation of division play, from the application stage through regular & post season play. Responsible to the Player Agent for the evaluation, selection, and approval of Managers and Coaches for each team, and ensures that they comply with division policy and procedures. Supervises player evaluation days and drafts, develops practice and game schedules, conducts regular managers meetings, and enforces league rules. Acts as the division representative to the Board of Directors, and liaison to other staff functions, such as Boosters, Publicity, Equipment, etc. Acts as protest committee and rules committee member on an as required basis. In conjunction with the Player Agent, plans and conducts all activities around the winterball Program. Works with Facilities Director to ensure fields are safe and playable.

Section 2. Head Scorekeeper: Maintains official scorebooks for all games played in some divisions. Recruits, trains, and schedules official scorekeepers for this purpose. Offers training to team scorekeepers. Monitors official scorebooks to insure that players are being given mandated minimum play times as per league requirement.

Section 3. Equipment Manager(s): Purchases, inventories, maintains, and disposes of all league equipment, including uniforms & related apparel (soft goods) and baseball equipment (hard goods). Issues equipment to teams at the outset of the season, maintains accountability for such, and receives it back again at the close of the season. Regularly inspects equipment and makes decisions on the replacement of worn, damaged lost equipment. Works closely with Sponsorship chairmen for the imprinting of Sponsor names on team caps. Works closely with the Treasurer in Planning for league growth, and the lead time requirement for additional team equipment.

Section 4. Sponsorship Chairman: Solicits Sponsors for all league requirements, including teams, the league directory, league facility locations signs, and special events such as Tournament, Dinner Dance, etc. Acts as liaison between the league and the sponsors. Keeps Sponsors informed of league activity, and works closely with Publicity Director and Booster Club to keep Sponsors names continually in the public eye.

Section 5. Booster Chairman: President of the Booster Club, and their representative on the Board. This job encompasses the mobilizing and directing of parent volunteers in a variety of event support activities, including, but not limited to Opening Day Activities (pictures, BBQ, Opening Ceremony), the Annual dinner Dance Fundraiser, the 4th of July float, etc. the organization operation of team Parents in support of individual team activity is perhaps the most significant and difficult task.

Section 6. Publicity Director: Supervises and supports the publication of individual game results in the local newspaper on a regular basis for all divisions (recruits and trains individual team Publicity Parents for this purpose); responsible for maintenance of league Bulletin board; oversees publication of league Newsletter and Annual Player Directory. Ensures that all league events are publicized in various media, and in General acts as the Public Relations focus for the League.

Section 7. Umpire in Chief: Recruits, trains schedules and oversees umpire activity for all league games. Represents the voice of final authority on protested plays and league rules interpretation.

Section 8. Facilities Director: Oversees the maintenance of all league used fields, recruits and supervised volunteer staffing, in conjunction with individual Fields Directors, and Division Reps to accomplish the above. Arranges for the purchase and delivery of materials for use in maintaining and upgrading fields facilities; maintains league owned equipment, for use by parent volunteers; performs maintenance as required on bathrooms and Snack Shack.

Section 9. Tournament Director: Co-ordinates league Mid-season Tourney application; Manages all operational aspects of the tournament. Co-ordinates with the assistance of the various members of the board required the needs of all tournaments hosted by MHPB.

Section 10. Training Director: Responsible for League-wide Manger, Coach, and Player integrated training; schedules seminars, clinics, and schools as appropriate; provides consistent coaching guidelines for Mangers to follow at each level of play.

Section 11. Snack Shack Manager: Organizes, plans, budgets, staffs, and operates MHPB Snack Shack; co-ordinates closely with league Treasurer for purchases and payroll. Works with outsource contact for Baseball Store to open Store Area for access as appropriate.

Section 12. Fundraising Director: Plans, co-ordinates, and executes all fund raising activities of the league. Authorized to form a special committee to assist in Fund Raising activities and chairs any such committee. Provides regular feed back to League on plans and success of Fund Raisers.

Section 13. Newsletter Editor: Supervises and supports the publication of league Newsletter. (Note: I did not modify the publicity job above to remove the Newsletter, because I feel that we should eliminate this position and revert back to publicity doing the newsletter as before, This works great at this time since it is the same person already.)