



# Alexandria Area Baseball Association Bylaws

**AABA****Bylaws****Article I: Name, Purpose and Nature of Organization**

The organization is known as Alexandria Area Baseball Association (known for purposes of this document as “the organization” or as “AABA”) and is a nonprofit organization.

The organization exists exclusively for charitable and educational purposes within the meaning of Section 501(c)3 of the United States Internal Revenue Code.

AABA shall remain nonprofit, noncommercial, nonpartisan, and secular in nature.

**Article II: Mission Statement and Objectives**

AABA’s mission is to have a baseball program that rigorously teaches the fundamentals of baseball while incorporating life skills intended to equip young men with the qualities they will need later in life. In order to accomplish this mission, we seek to attain the following objectives:

- To govern the league in a manner that puts the development of our players, as both athletes and persons, above other considerations.
- To provide our players with volunteer coaches who work with players of all ability levels and who remember that development of exceptional athletic skills and winning games is secondary to the development of players and to providing our players with positive examples and a positive baseball experience.
- To provide our players with volunteer coaches who seek to teach those players the rules of the game along with proper baseball fundamentals.
- To provide high-quality facilities and equipment for the use of our players.

**Article III: League Membership**

Player members: Any child meeting the requirements for one of AABA’s leagues (see Article VI) is eligible for active player membership. However, any player who is participating in any travel baseball program, outside of the AABA travel program will not be allowed to participate in AABA during that same season. For purposes of this article, the season shall be defined as beginning on April 1<sup>st</sup> and going through July 31<sup>st</sup>.

General members: General members of AABA include, but are not necessarily limited to:

- Parents and guardians of player members.
- Coaches of teams participating in AABA leagues
- Members of AABA’s Board of Directors

AABA Board members or umpires have the authority to eject any member from any AABA event. The umpire or AABA Board member who ejects any member from any event shall notify the commissioner of the appropriate league if the ejection occurs at a game or the AABA Board of Directors if the ejection

occurs at any other event. Any member who is ejected from any AABA event (including but not limited to AABA games) shall be suspended for at least one game. The AABA Executive Committee may impose a lengthier suspension for any such incident after considering factors including but not limited to the nature of the reason for the ejection and any previous ejections of the same member.

The Executive Committee may, by a simple majority vote (see requirements for a vote in Article IV below), may suspend, expel, or terminate the membership of any member of AABA whenever, in its judgment, such action serves AABA's best interest. Any such action taken by the Board of Directors shall be justifiable, without prejudice, and with cause. Before any such action, the following provisions shall be observed:

- The member in question shall be contacted and notified of alleged charges by the league commissioner and/or a member of the AABA Executive Committee.
- A preparation and precautionary period of not less than 72 hours from the time of notification until the time and date set for hearing shall occur. The hearing shall include the commissioner(s) of any league(s) involved, the AABA Executive Committee and any persons invited by the AABA Executive Committee. If the hearing involves a minor under the age of 18 years (as of the date of the hearing) that minor's parents or legal guardian shall be advised of and allowed to participate in such hearing.

#### **Article IV: Government**

Board of Directors: The Board of Directors shall govern the league. The Board of Directors shall be comprised of the following members:

Officers:

President  
Vice-President  
Treasurer  
Secretary

Other Directors:

Past President  
Commissioner of Northwood's League  
Assistant Northwood's League Commissioner  
Commissioner of Minor League  
Assistant Minor League Commissioner  
Major League Commissioner  
Assistant Major League Commissioner  
Travel Director  
Sponsorship Director  
Umpire Coordinator  
Website Administrator  
Field Maintenance Director

Executive Committee: The Executive Committee shall be comprised of the following officers:

- President
- Vice-President
- Treasurer
- Secretary

The Executive Committee shall also include three at-large members, chosen from the other members of the Board of Directors. These members of the Executive Committee are to be appointed by the AABA President.

Board nominations: AABA shall make public notice of all open Board positions not less than 30 days prior to the regularly scheduled September Board meeting. The Executive Committee shall nominate candidates for Board positions based on applications received from the community. On an annual basis, the Executive Committee shall present a list of nominees for positions to the Board at the regularly scheduled September Board meeting. If a vacancy in a Board position occurs at any other time during the year, the Executive Committee shall nominate one or more candidates to fill the vacancy and shall present the list of nominees to the Board at a regularly scheduled or a special Board meeting. The Executive Committee may put forth one or more candidates for each Board position. The consent of each candidate must be obtained before placing his or her name on the ballot.

Board elections: The Board of Directors annual elections shall occur at the regularly scheduled Board meeting in October. Elections to fill Board vacancies that occur at other times during the year may be held at any regularly scheduled or special Board meeting. In order for any election to occur, a quorum of two-thirds (2/3) of all eligible voting Board members is required. Any election involving two or more nominees shall be conducted by secret ballot. All Board election results shall be determined by simple majority votes. If no candidate in an election among more than two candidates receives a simple majority of votes cast, a “run-off” election shall be held between the two candidates who receive the highest vote totals in the original election. Ballots in all elections shall be counted by the Secretary. If the Secretary is a candidate in any election, the ballots for that election, the President shall select a Board member who is not a candidate in that election to count the ballots for that election.

Terms of office: Terms of office for each position shall begin at the conclusion of the election for that position. The term is defined as a period of two years with a two term maximum for the same position. Terms of office for all Board members, including members of the Executive Committee, elected at the regularly scheduled Board meeting in October as follows:

|                         |                     |
|-------------------------|---------------------|
| President               | Odd-numbered years  |
| Vice-president          | Even-numbered years |
| Secretary               | Odd-numbered years  |
| Treasurer               | Even-numbered years |
| All other Board members | Even-numbered years |

Board meetings: Regular Board meetings shall be held on a monthly basis at a location to be determined by the AABA President. The purpose of regular Board meetings shall be to conduct any administrative and financial business of AABA. The AABA Secretary will notify all Board members of meeting times and locations and the President will issue the agenda, preferably not less than one week in advance of each regularly scheduled meeting. Regular meetings shall follow the following general order/agenda:

1. Roll call
2. Approval of previous meeting's minutes
3. Reports of commissioners
4. Reports of other directors
5. Old business
6. New business (to include election of directors at October meeting and in other months when necessary)
7. Adjournment

The President may add other categories to the agenda as he or she deems necessary. Members of the public may attend any regularly scheduled AABA Board meeting. The dates of such meetings will be publicized on the AABA web site not less than ten days before the meeting's scheduled date. The Board may request the public to leave a meeting when it votes by a two-thirds majority to meet in Executive session.

At the regularly scheduled meetings, the Treasurer will provide a general report on AABA's financial status and operations. This report should include a summary of revenues and expenses with sufficient detail to allow the reader a basic understanding of AABA's major categories of revenues and expenditures as well as a report of available balances in all AABA bank accounts.

The President or any group of Board members consisting of one-third (1/3) of the Board of Directors, may call a special meeting. All Board members must be made aware of such a meeting. Attendance at special meetings, unless otherwise specified, is limited to members of the AABA Board of Directors and anyone else specifically invited by the Executive Committee to attend. Any administrative or financial business of AABA may be conducted at a special meeting.

Attendance by AABA Board of Directors members is required at all regularly scheduled meetings. Members unable to attend a meeting for any reason should contact the Secretary before the meeting. Beginning with the fourth (4<sup>th</sup>) meeting of the term, if a Board member has missed more than 50 percent of the regularly scheduled meetings since the beginning of the term, his or her voting privileges will be suspended until such time as he or she has attended more than half of the meetings for the term. Beginning with the sixth (6<sup>th</sup>) month of the term, the other eligible voting members may suspend or dismiss any member of the Board of Directors who has missed more than 50 percent of the regularly scheduled meetings since the beginning of the term.

Board votes: In order for any vote, other than elections of Board members, to be binding a quorum of a simple majority of eligible voting members is required. Two-thirds of eligible voting members must be present in order for elections to be valid. Unless otherwise specified in these bylaws, the act of a majority of eligible voting Board members shall be considered an act by the entire Board of Directors.

All votes may be conducted by voice votes. Any eligible voting Board member may call for a vote to be conducted by roll-call, rather than voice. If a voice vote is conducted, any member desiring a roll-call vote must request such a vote before meeting at which the original vote was taken is adjourned.

Unless they are ineligible to vote, all Board members are considered eligible voting Board members."

Board members ineligible to vote for any reason are not considered “eligible voting Board members” for any purposes, including the determination of a quorum at any Board meeting. No voting by absentee ballot or proxy shall be allowed.

The President of AABA shall vote only in a case of a tie vote.

Any Board member holding more than one Board position shall be entitled to only one vote. If the President holds more than one Board position, he or she shall only vote in case of a tie vote.

Board resignations: Any member of the Board may resign his or her position by notifying the Board of their resignation verbally or in writing. Such resignations are effective immediately upon such notification.

Board disciplinary actions: Any member of the Board of Directors may be removed by the Executive Board by a vote of five of the seven members of the Executive Board whenever, in their judgment, the best interests of AABA would be served by such action. Such removal must be with cause and without prejudice.

Filling open Board positions between annual elections: If a Board position becomes open before the expiration of the term associated with that position, the Executive Committee may nominate a replacement to fill the position. If the opening occurs within three months of the expiration of the term associated with that position, the Executive Committee may name a sitting Board member to fill up to one additional Board position until such time as the next election for that position occurs.

Approval of expenditures: A Board of Directors vote shall be necessary to approve any expenditure, apart from traditional operating costs, of \$250 or more. If he or she deems it necessary, the Treasurer may ask for Board approval of expenditures under this amount.

### **Article V: Board Members’ Duties**

The President shall:

- Preside at all regular meetings of the AABA Board of Directors
- Set the agenda for all regular meetings of the AABA Board of Directors
- Serve as an ex officio member of all standing or ad hoc committees
- Act as a liaison to other organizations and agencies, including, but not limited to the Alexandria Park District, Alexandria Community School District 206, and AYBA.
- Work with AABA legal counsel as necessary.
- With approval of at least one other member of the Executive Committee, have authority to receive and disburse monies in the absence of the Treasurer

The order of succession, should the President leave or be dismissed from the Board, shall be as follows: Vice President, Secretary, and Treasurer.

The Vice-President shall:

- Serve as an ex officio member of all standing or ad hoc committees
- Work with AABA legal counsel as necessary.
- With approval of at least one other member of the Executive Committee, have authority to receive and disburse monies in the absence of the Treasurer

The order of succession, should the Vice-President leave or be dismissed from the Board, shall be as follows: Secretary, Treasurer.

The Secretary shall:

- Be responsible for keeping an accurate record (Minutes) of each regular or special meeting of the AABA Board of Directors.
- Record the results of each roll call vote and maintain a record of all Board members' attendance at meetings during each term.
- Ensure that copies of AABA's bylaws and league rules are available at each AABA Board of Directors meeting.
- In the absence of the Secretary at any meeting, the President (or presiding officer) shall appoint another member of the Board of Directors to keep an accurate record (Minutes) of the meeting.

The Treasurer shall:

- Receive and disburse all monies of AABA
- Maintain an accurate record of all AABA financial transactions
- Prepare for presentation at all regularly scheduled monthly meetings a summary of AABA revenues and expenses on a year-to-date basis as well as a report of all available balances in AABA bank accounts.
- Prepare for presentation at the regularly scheduled meetings, a set of AABA financial statements. Such financial statements must include, at a minimum, a balance sheet as of the most recent month end, a year-to-date income statement for the fiscal year. These financial statements should be prepared on a comparative basis so Board members can easily compare AABA's financial position and results to the budget and to the previous fiscal year.
- Pay those expenditures authorized by the Board.
- Work with the Sponsorship Director in planning the collection of player dues, sponsorship fees, and fundraising monies.

The Past President shall:

- Be responsible for advising the President as both he or she and the President see fit and for any other duties as determined by the President

The league commissioners (Northwood's, Minor and Major) shall act as administrators and oversee the management of their leagues for in-house play. These duties include, but are not limited to:

- Organizing player evaluations as well as compiling and distributing such evaluations prior to the league drafts.
- Assigning managers and assistant managers.
- Organizing and scheduling league drafts.
- Resolving protests.
- Inventory league equipment

The Travel Director shall:

- Serve as the director for all Alexandria Area Baseball Association travel team operations.
- Coordinate the recruiting and selection of managers and coaches for each respective travel team.
- Organize annual tryouts for selection of each travel team. Tryouts are to be held as soon as possible after conclusion of the regular season.
- Coordinate with and assist the Sponsorship Director in obtaining sponsorship for AABA's travel teams.

- Establish fundraising opportunities for the travel teams and report the travel team's fundraising activities to the Board.
- Identify available travel tournaments, work with coaches to select appropriate tournaments, and ultimately select tournaments for each travel team.
- Assist the Treasurer in establishing a travel budget for the league.
- Monitor the travel budget to insure that funds raised for the travel teams are sufficient to cover costs associated with the travel teams.
- Report to the Executive Committee on any changes within the travel baseball program.
- Provide an annual report in November on the state of the travel baseball program.
- Appointment a traveling committee approved by the AABA Board of Directors to assist with the traveling league. The appointees may be non-AABA Board members and will have no voting rights. This committee will coordinate all aspects of "home" tournaments for fundraising purposes.

The Sponsorship Director shall:

- Be responsible for procuring sponsorships for all AABA teams
- Work to procure sponsorships for any tournaments hosted by AABA.

The Projects/Special Events Director shall organize and coordinate:

- AABA's annual picture day
- Chevy Program
- Coaches' and / or players' clinics
- Special events / days at area professional baseball games
- Work with league commissioners to coordinate purchase of year end awards, shirts, and prizes.

The Umpire Coordinator shall:

- Oversee the recruitment, hiring, scheduling, and if necessary, dismissal of umpires for AABA games.
- Consult with the Board of Directors as to rates of pay for AABA umpires
- Provide the league accurate records necessary for payroll purposes as necessary.
- Provide initial, and ongoing, instruction to the umpires

The Website Administrator shall:

- Be responsible for the operation of and information contained on the AABA website.
- Assign registrations to teams on website after league draft
- Create league schedules
- Oversee annual registration by working with host provider to start the registration and then administering payments and refunds as needed

The Field Maintenance Director shall:

- Oversee the maintenance of the AABA baseball fields during the scheduled season
- Contract and coordinate with maintenance personnel during season
- Ensure field work is being performed adequately throughout the season
- Order supplies as approved by board
- Follow annual budget as provided by the AABA board
- Track and submit employee payroll

### **Article VI: “House” Leagues Requirements**

AABA will operate the following leagues open to both boys and girls meeting the indicated grade requirements. Grade requirements are determined by the current school year. If a child is not enrolled in public or private school, their eligibility for a particular league shall be based on the grade requirements in effect for Alexandria Community School District 206.

“House” League:

Northwood’s: 3<sup>rd</sup> or 4<sup>th</sup> grade

Minors: 5<sup>th</sup> or 6<sup>th</sup> grade

Major: 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade

### **Article VII: Travel Team Playing Rules and Guidelines**

On April 13, 2016 the AABA board members voted for the creation of an AABA traveling baseball program. The traveling teams focus will be on competitive play and is intended to augment our current offerings (that being our Northwood’s, Minor & Major league participatory programs).

The goal of the program is to offer our 10U -14U athletes an opportunity to experience playing competitive baseball with players of similar ability at a higher level than offered by our in-house program. All traveling team players will be encouraged but not required to continue participating with the players remaining in our house league baseball program.

**Team(s) to be fielded:**

AAA, AA, A at ages 10U through 14U (exception 10U will most likely field AA as its highest level unless the try outs dictate otherwise)

Each team will have a roster of 10-12 players.

**Eligibility:**

The traveling portion of the AABA will follow the MYAS/ Gopher State regulations regarding eligibility.

**Tryout Evaluations:**

It is the AABA intention that the tryout processes accurately, and without bias, evaluate the baseball skills of its player-candidates. An evaluator is someone who has sufficient baseball expertise, in AABA’s judgment, to evaluate the skills of all player-candidates. The Traveling Director will decide, within its sole and absolute discretion, whom it will use as qualified and impartial evaluators to judge the baseball skills of its player-candidates. The evaluators shall score player-candidates based upon an AABA approved scoring system.

**Tryout Dates:** At the conclusion of the AABA regular season each year.

**Tryout Location:** AAHS, Alexandria, MN

**Tryout Format:** Each player-candidate will be expected to attend the evaluation process. Each player candidate will be run through a series of stations focusing on a specific baseball related activity such as pitching, hitting and fielding. At each station they will be evaluated on their current skill level and technique. Once the initial scoring is completed player-candidates will then be to better determine the best placement for them (AAA,AA or A).

**Unavailability, Injury or Illness Prior to Try Outs:**

If a player-candidate is unable to attend the tryout date set by AABA due to a conflict, injury or illness, the AABA board will need to be notified. There is no guarantee that a player-candidate who is unable to

attend the tryouts will be placed on a team. The AABA Board will evaluate the situation and (if warranted) try and accommodate a scheduling conflict within reason.

**Player Selection:**

AABA desires that its player-candidates be selected based on player skill and the ability of the team to be competitive within its division. The selection (tryout) data is and will remain confidential. The AABA Traveling Director shall administer and supervise the selection process. The AABA will approve the final decisions regarding the team selections. The AAA (Triple-A) team(s) shall be fully drafted prior to any other teams. The results of the player selections will be posted to the website/Facebook page. The season is defined as January 1<sup>st</sup> – July 31<sup>st</sup> of the year following tryouts.

**Coaching Staff:**

The Traveling Director will review and select the head coaches for each of the teams after the tryout evaluations. The Travel Director will inquire of the parents / guardians of the players drafted to a specific team for any interest in assuming this responsibility. Based on the responses, the director will evaluate our coaching candidates noting the amount of experience and baseball knowledge the candidates have to offer. If a parent cannot be found for a head coaching position additional efforts will be made to find a suitable replacement from outside of the team. If a head coach cannot be assigned, a player / parent meeting will be held to discuss options regarding the team's status.

Head coaches will be responsible for the recruiting of parent volunteers to fill support needs such as the assistant coach(s), scorebook and statistics record-keeper and a parent coordinator to assist with the managing of any out-of-town lodging arrangements / the collecting and sharing of the teams contact information.

During actual tournament play, the coaching staff in the dugout will consist of **ONLY** the head coach, the game day assistant coach and the score keeper.

All coaches that are selected to coach at any level along with any dedicated assistant coaches will be required to take part in the MYAS/Gopher State Trusted Coaches Program.

**Coaches Rights and Privileges:**

In return for their efforts, it is fair for coaches to have certain expectations of their players and parents.

- Decisions concerning player positions and rotations will be left to the sole discretion of the coaching staff for each team
- To expect team members to show up on time to both practices and games and to be ready to listen and work hard.
- To expect team members to be responsive to his/her instructions.
- The right to exercise reasonable discipline over the team and for the team to respond to that discipline without any verbal or physical abuse from players or parents.
- The right to penalize player's innings or games depending on the severity of the offense.

**Time Commitments:**

Pre-season practices could begin as early as January each year pending fields / facilities availability. Regular season tournaments begin in early May and run through June. Post-season playoffs and tournaments may extend the season to the end of July. Tournament games are typically played on weekends with team practices being held during the week or weekends. The coaches will modify the number of practices being scheduled as deemed appropriate for the development of the team's competitive readiness. Players are expected to attend all practices and tournament games unless excused

by the coach. The traveling team's practices and tournaments are intended to be coordinated around the Alexandria school baseball program while it is in session. If conflicts exist, the Travel Director and the head coach of the effected team will work closely to resolve the conflict where appropriate.

**Participation Fees:**

Cost for the program is \$325.00 but may fluctuate year to year based on financial needs. Players accepting the invitation to participate with the traveling team shall be expected to pay their fees by the established due date. Registration fees cover the following expenses: Field rentals, participation in 5 to 6 tournaments as scheduled by the coaches, access to league supplied equipment and uniform consisting of a jersey and hat. Most tournament locations will be out of the Alexandria area and will incur additional travel & lodging expenses which are not covered by the registration fee. If teams elect to play in tournaments beyond those paid for by the association, the families involved will incur the additional per-player registration fees.

**League Provided Equipment:**

Jerseys, baseball caps, batting helmets, game balls & equipment bags. Catchers gear and bats will also be supplied pending feedback from the coaches as to the team's needs. League issued equipment will need to be returned (with the exception of the players caps and jerseys).

**Player Provided Equipment:**

Gloves, pants, athletic protector, socks, shoes and if desired, bat(s) & catchers gear. The coaching staff will be responsible for evaluating the condition of player owned gear such as bats and catchers gear for fit, functionality and safety.

**Contacting the Traveling Director or AABA Board regarding inquiries, questions and comments:**

Please forward all inquiries, questions & comments to the Traveling Director. Though the entire board has been involved with the coordination of all the leagues operating within the association, the following board members have been tasked with the coordinating of the traveling league.

- Traveling Director & AABA President
- Please visit <http://www.aababaseball.org> for the list of all active AABA board members.

**Article VIII: Playing Rules and Facilities**

The AABA league shall use the rules as set forth in the attached Exhibit A "AABA Rules and Regulations" as determined by the AABA Board of Directors for each league and level of play.

AABA recognizes that policies, rules, and regulations at any facilities utilized by AABA could supersede AABA's policies, rules, and regulations, particularly where facility policies, rules, and regulations are stricter than those of AABA.

**Article IX: Managers and Coaches**

The Commissioner of each league shall identify persons to serve as managers and coaches. The manager (head coach) of any AABA team must be at least 18 years of age prior to the season starting. In order to coach an AABA team, any person over the age of 18 years must submit to a background check, the results of which must be found acceptable to the AABA Board of Directors. A person under the age of 18 years may serve as a team's assistant coach. However, at any practice, game, or other team event, at least one person who is at least 18 years of age, has submitted to a background check and has been approved by the AABA Board of Directors, must be present.

The Board of Directors through background checks that may disqualify individuals from coaching in AABA. The list of such items shall include any felony conviction or any violation with underage children or of a sexual nature.

#### **Article X: Amendments**

These Bylaws may be amended in part or in whole by a two-thirds vote of the AABA Board of Directors, provided that written notice of such proposed changes is delivered to each Board member at least seven days prior to the vote. Prior to such a vote, each member shall be allowed three uninterrupted minutes to discuss his or her position.

#### **Article XI: Dissolution**

Upon dissolution of AABA, the organization shall, after paying or making provisions for the payment of all liabilities of the organization, dispose of all the organization's assets exclusively for charitable, educational, religious or scientific purpose as shall at the time qualify as an exempt organization or organizations under section 501(c)3 of the United States Internal Revenue Code and as the Board of Directors shall determine. Any such assets not so disposed shall be disposed of by the court of common pleas of the county in which AABA's principal office is located.