

# Liberty Hill Youth League

## Bylaws

### Updated December 2019

#### Table of Contents

Articles	Description	Page
I	Name & Division Ages.....	2
II	Mission Statement.....	2
III	Board of Directors.....	3
IV	General Meetings.....	4
V	Board Members and Responsibilities.....	4
VI	Election of Board Members.....	8
VII	Sponsors, Registration, and Fundraising.....	10
VIII	Financial Policy.....	10
IX	Committees .....	11
X	Grievance and Protest .....	12
XI	Managers and Coaches.....	13
XII	Players.....	17
XIII	Selection of Players & The Draft System.....	18
XIV	Schedules.....	20
XV	Non LHYL Events or Tournament Play.....	20
XVI	All-star Teams.....	20
XVII	Revisions and Amendments to Bylaws.....	22
XVIII	Authentication of Bylaw Publication.....	23
	*Addendum.....	25

## Article I – Name & Division Ages

This organization shall be known as Liberty Hill Youth League (herein referred to as LHYL), an affiliation of Baseball and Softball.

This LHYL shall consist of the following divisions:

<b>Division</b>	<b>Age</b>	<b>Birth date</b>
LHYL 4u Division (instructional)	4 and under players	Age as of April 30
LHYL 6U Division	5 & 6 year old players	Age as of April 30
LHYL Baseball 8U Division	7 & 8 year old players	Age as of April 30
LHYL Baseball 10U Division	9 & 10 year old players	Age as of April 30
LHYL Baseball 12U Division	11 & 12 year old players	Age as of April 30
LHYL Baseball 14U Division	13 & 14 year old players	Age as of April 30
LHYL Softball 8U Division	8 years and younger	Age as of December 31
LHYL Softball 10U Division	10 years and younger	Age as of December 31
LHYL Softball 12U Division	12 years and younger	Age as of December 31
LHYL Softball 14U Division	14 years and younger	Age as of December 31

## Article II – Mission Statement

Liberty Hill Youth League seeks to instill in the youth of the community ideals of good sportsmanship, honesty, loyalty, courage, and reverence, so they may be finer, stronger, and happier youths who shall grow to be good, clean, healthy adults. This objective shall be reached by providing supervised competitive athletic games. The supervisors (the Board, Managers, Coaches, and League Volunteers) shall bear in mind at all times that the attainment of exceptional athletic skill or the winning of games is secondary to the prime objective of molding our future citizens.

## Article III – Board of Directors

The organization shall be known hereinafter as the “League” or the “local League” or the “General Membership.” It includes all Board members, managers, coaches, players, parents, helpers, assistants, and volunteers.

The governing Board of Directors for Liberty Hill Youth League (herein referred to as, the Board) are all volunteers, must be 18 years of age or older and shall consist of the following Board Members: President, Vice President-Baseball, Vice President-Softball, Treasurer, Secretary, Director of Sponsorship/Fundraising, Director of Marketing, Director of Tournaments, Director of Umpires (1 Softball and 1 Baseball), Director of Equipment, Director of Concessions, Concessions Manager of Downtown Fields, Concessions Manager Foundation Park Fields, 4U/6U Commissioner, 8U Baseball Commissioner, 10U Baseball Commissioner, 12U/14U Baseball Commissioner, Field Manager – Foundation Park, Director of Downtown Fields, 10U Baseball Field Manager, 8U Baseball Field Manager, and 4U/6U Field Manager.

1. Meetings of the Board of Directors are to preferably be held on the 3<sup>rd</sup> Wednesday of each month of the year. The meetings are open to the public.
2. Executive sessions may be called by the League President to discuss matters such as discipline, grievances, and personnel policies. A motion shall be made to go to executive session and the public will be asked to leave until the meeting is reconvened after the session is concluded.
3. Members of the Board are required to attend a minimum of 75% of the regularly scheduled board meetings unless excused by the League President. Non-compliance with this provision may result in removal and replacement of the existing member as so ordered by the Board. Members must be present to cast a vote. Proxy votes are allowed by written submission only to the President, VP of Baseball, VP of Softball or the Secretary and must be approved by the President prior to the meeting for the vote to be accepted.
4. All matters of policy concerning administration of the League, and expenditure of funds, shall be decided by a majority vote of the Board at the regularly scheduled Board meeting or Executive meeting.
5. All matters of policy concerning the general day-to-day, and field operation of the baseball and softball programs, shall be decided by a majority vote of the Board.
6. The election of Board members shall be held between April 1<sup>st</sup> and June 1<sup>st</sup> and be announced at the regular scheduled Board meeting, 3<sup>rd</sup> Wednesday in June, of each fiscal year, for all positions that are vacated. Newly elected Board members shall assume their Board duties at the first regularly scheduled meeting, 3<sup>rd</sup> Wednesday in July, following the election (See elections section). The League President shall have the responsibility of conducting a smooth transition of information.
7. In the event of death, resignation, or inability to perform the duties of any Board office, the Board, by a majority vote, shall be empowered to remove and/or replace said Board member. A replacement shall be appointed by the President and approved by the Board.
8. The Liberty Hill Youth League shall be solely responsible for all Board approved expenses. The League Treasurer shall be responsible for the collection of all registration fees for all sanctioned tournaments.

## Article IV – General Meetings

1. At least one regularly scheduled Board meeting shall be held each month. This meeting will preferably occur the 3<sup>rd</sup> Wednesday of the month. A special “Executive Board” meeting may be called at any time by the League President or upon written request of at least three members of the Board.
2. An Executive Board meeting may be called at any time by the President or via written request by three or more Board members. These meetings will only address emergency matters (e.g., discipline or emergency expenditures). The President will give 24-hours notice to all parties involved.
3. The President will develop an agenda for the regular monthly meeting and it shall be provided to the Board prior to the meeting. Any Board member wishing to discuss a topic should ask to be placed on the agenda. The Secretary shall finalize the agenda with any additions and provide it to the President for final approval. A sample agenda is provided in the addendum (page 22).
4. The President is responsible for conducting the meeting in a timely manner. If an agenda item exceeds a reasonable period of time, it may be tabled until the next meeting. This is at the President’s discretion.
5. The President reserves the right to ask a disruptive participant or attendee to leave if necessary.
6. Robert’s Rules of Order will be followed for all Board meetings.

## Article V- Board Members and Responsibilities

The Board shall consist of the following Board Members: President, Vice President-Baseball, Vice President-Softball, Treasurer, Secretary, Director of Sponsorship/Fundraising, Direct of Marketing, Director of Tournaments, Director of Umpires (1 Softball and 1 Baseball), Director of Equipment, Director of Concessions, Concessions Manager of Downtown Fields, Concessions Manager Foundation Park Fields, 4U/6U Commissioner, 8U Baseball Commissioner, 10U Baseball Commissioner, 12U/14U Baseball Commissioner, Field Manager – Foundation Park, Director of Downtown Fields, 10U Baseball Field Manager, 8U Baseball Field Manager and 4U/6U Field Manager.

Responsibility of position:

1. **President:** The President is responsible for all business pertaining to LHYL. This position presides over regular and executive board meetings. The President is responsible for obtaining committee reports from the Directors, addressing financial concerns, overseeing day-to-day operations of LHYL, and discipline of players, parents, coaches, and Board members. The President will only cast a tie-breaking vote in any Board meeting or election. This position is responsible for providing an agenda for Board meetings in a timely fashion prior to the meetings. The President is responsible for planning and competition of Liberty Hill Youth League. (2-year term)
2. **VP Baseball:** The Vice President for Baseball is responsible for the direction of the baseball league. The VP-Baseball is responsible for the baseball draft process, with the help of the Commissioners. The VP-Baseball will provide schedules in a timely fashion to the Secretary, Director of Marketing, and all baseball Field Directors. The VP-Baseball is responsible for coordinating with the baseball Field Directors and the Director of Umpires to develop a work schedule for both. The VP-Baseball is responsible for monthly updates to the Board pertaining to

the baseball league. The VP-Baseball will assume control in the absence of the President. (2-year term)

3. **VP Softball:** The Vice President for Softball is responsible for the direction of the softball league. The VP-Softball is responsible for the softball draft process. The VP-Softball will provide schedules in a timely fashion to the Secretary, Director of Marketing, and the Softball Field Directors. The VP-Softball is responsible for coordinating with the softball Field Directors and the Director of Umpires to develop a work schedule for both. The VP-Softball is responsible for monthly updates to the Board pertaining to the softball league. (2-year term)
4. **Treasurer:** The Treasurer is responsible for all financial business pertaining to LHYL. This position provides monthly reports to the Board containing income, expenditures, and outstanding bills or monies owed the league. The Treasurer will have financial records audited quarterly and annually. Filing of all taxes and non-profit status paperwork is the responsibility of the Treasurer. This position is responsible for placing orders for uniforms for players and coaches. The Treasurer will coordinate with the Secretary to ensure financial records are kept in good order and that copies are provided in response to any written request for such. (2-year term)
5. **Secretary:** The Secretary is responsible for all communication disseminated to the Board. This position records meeting minutes, both regular and executive sessions, and forwards the minutes to Board members within one week of the concluding meeting. The Secretary is also responsible for coordinating with the Director of Marketing to ensure that the minutes are posted online. If not able to attend a meeting, the Secretary is responsible for notifying the President and finding an alternate. The Secretary organizes the registration of players and coaches into LHYL. This position coordinates with the Treasurer on uniform purchases for players and coaches. (2-year term)
6. **Director of Umpires Baseball:** This Director of Umpires is responsible for all umpires participating in LHYL Baseball. The Director of Umpires coordinates with the VP of Baseball and Tournament Director for the proper scheduling of umpires for games, and coordinates with the Treasurer for payment of umpires. This position is responsible for grievances brought forward by umpires regarding coaches and coaches regarding umpires. Such grievances are to be brought to the Board for action. (1-year term)
7. **Director of Umpires Softball:** This Director of Umpires is responsible for all umpires participating in LHYL Softball. The Director of Umpires coordinates with the VP of Softball and Tournament Director for the proper scheduling of umpires for games, and coordinates with the Treasurer for payment of umpires. This position is responsible for grievances brought forward by umpires regarding coaches and coaches regarding umpires. Such grievances are to be brought to the Board for action. (1-year term)
8. **Director of Sponsorship/Fundraising:** The Director of Sponsorship and Fundraising is responsible for all sponsorship and fundraising activities related to LHYL. The Director of Sponsorship and Fundraising is responsible for acquiring business sponsorships for the League and supplying appropriate recognition for those sponsors (e.g., signs, banners, thank you notes, team pictures, etc). This position coordinates with the Secretary and the Treasurer to have sponsor names added to player uniforms. The Director of Sponsorship and Fundraising maintains accurate records on fees collected and turned into the Treasurer, provides monthly committee reports at Board meetings, and may assign duties to a subcommittee. (1-year term)
9. **Director of Equipment:** The Director of Equipment is responsible for purchasing and maintaining equipment used by LHYL. The Director of Equipment distributes and collects equipment owned by LHYL in a timely fashion, and will present monthly reports to the Board regarding the state of equipment and any equipment not returned. This position coordinates with the Treasurer and Board on purchases of new equipment. (1-year term)
10. **Director of Marketing:** The Director of Marketing is responsible for all activities related to the LHYL website, Facebook, or any other online platform; including the reporting of any fees

associated with our online presence. The Director of Marketing posts information provided to them onto the LHYL website and other platforms and coordinates online registration with the Secretary and the Treasurer. It is the responsibility of this position to keep the website up-to-date with all schedules provided by VP of Baseball and VP of Softball, games, scores, weather information, and rescheduled games. The Director of Marketing should coordinate with the league VPs and coaches to keep the website current with game-related information. The Director of Marketing is responsible for establishing and maintaining positive relationships with local Liberty Hill volunteer and outreach opportunities. Coordinate the best method and process to engage the local community for registration, volunteer work, holiday activities, Holiday festivities, etc. (1-year term)

- 11. Director of Tournaments:** The Tournament Director is responsible for the planning and execution of any league or sanctioned tournaments played on any LHYL field. This would include seeding and bracket scheduling, coaches meetings, facilities preparation, tools/equipment (scorecards, scorebooks, trophies, pocket notepad, facility workers, etc.), ensure proper clean up, work directly with VPs, Location Directors, and Fundraising Director to maximize the participant experience. The Director of Tournaments is responsible for ordering and obtaining end-of-season trophies and rewards. Conduct a post tournament report to the executive team that would include participant contact information, results, injury report, umpire feedback, any field issues, concession sales, fundraising sales, and recognition.
- 12. Director of 12U/14U Baseball Fields:** The Field Directors are ultimately responsible for all areas of service during practices, games, and tournaments taking place on their field of responsibility. This would include proper planning, scheduling, maintenance, supplies, clean up, and concession operation, to ensure a safe and valuable experience on our fields. They would communicate a to-do list to organize work days and work closely with paid contractors.
- 13. 12U/14U Commissioner:** Player Agents are responsible for coordinating tryouts and the draft process in collaboration with the VPs, Field Director, and the Board. Commissioners handle disputes, disciplinary actions, and/or grievances filed by the umpires or coaches. The Commissioners are responsible for coordinating the all-star team selection process in cooperation with the VPs. If there is a perceived conflict of interest which could prevent the player agent from making an impartial determination while fulfilling their duties as player agent for their particular age division(s), the duties of said player agent will be delegated to the appropriate field director and/or the respective VP. (1-year term)
- 14. 12U/14U Field Manager:** These positions are responsible for the maintenance of fields and outbuildings, to include mowing, weed-eating, painting, plumbing needs, lights, etc. The Field Managers are responsible for coordinating field work days. These positions should develop a 'wish list' of items needing repair. Bids may be procured on such items, but expenditures require Board approval before acting on such items. The Field Managers may assign duties to a subcommittee. The Managers each have one vote. (1-year term)
- 15. 12U/14U Concessions Manager:** This position is responsible for the concession stand at the 12U/14U Baseball Field. The Concessions Manager orders and procures supplies needed for day-to-day operation of the concession stand. This position is responsible for coordinating with the Director of 14U Baseball Field to schedule volunteers as needed to operate the concession stands. The Concessions Manager is responsible for coordinating opt-out programs, training individuals who work the concession stands (e.g. opening, cleaning, and closing of the stands). This position is responsible for recommending food and beverage options and appropriate pricing to the Board for final approval. The Concessions Manager, in coordination with the Secretary, ensures accurate attendance of scholarship parents working for their children. The Concessions Manager will establish a budget for food purchases during the season, and present it to the Board for approval prior to the season start. (1-year term)

- 16. 12U/14U SB Commissioner:** Player Agents are responsible for coordinating tryouts and the draft process in collaboration with the VPs and the Board. Commissioners handle disputes, disciplinary actions, and/or grievances filed by the umpires or coaches. The Commissioners are responsible for coordinating the all-star team selection process in cooperation with the VPs. If there is a perceived conflict of interest which could prevent the player agent from making an impartial determination while fulfilling their duties as player agent for their particular age division(s), the duties of said player agent will be delegated to the respective VP. (1-year term)
- 17. 12U/14U SB Field Managers:** These positions are responsible for the maintenance of fields and outbuildings, to include mowing, weed-eating, painting, plumbing needs, lights, etc. The Field Managers are responsible for coordinating field work days. These positions should develop a 'wish list' of items needing repair. Bids may be procured on such items, but expenditures require Board approval before acting on such items. The Field Managers may assign duties to a subcommittee. The Managers each have one vote. (1-year term)
- 18. Director of Downtown Baseball Fields:** The Field Directors are ultimately responsible for all areas of service during practices, games, and tournaments taking place on their field of responsibility. This would include proper planning, scheduling, maintenance, supplies, clean up, and concession operation, to ensure a safe and valuable experience on our fields. They would communicate a to-do list to organize work days and work closely with paid contractors.
- 19. 4U/6U Commissioner:** Commissioners are responsible for coordinating tryouts for 6U and the draft process in collaboration with the VPs, Field Director, and the Board. Commissioners handle disputes, disciplinary actions, and/or grievances filed by the umpires or coaches. The Commissioners are responsible for coordinating the all-star team selection process for 6U Division in cooperation with the VPs. If there is a perceived conflict of interest which could prevent the Commissioner from making an impartial determination while fulfilling their duties as Commissioner for their particular age division(s), the duties of said player agent will be delegated to the appropriate field director and/or the respective VP. (1-year term)
- 20. 4U/6U Field Manager:** These positions are responsible for the maintenance of fields and outbuildings, to include mowing, weed-eating, painting, plumbing needs, lights, etc. The Field Managers are responsible for coordinating field work days. These positions should develop a 'wish list' of items needing repair. Bids may be procured on such items, but expenditures require Board approval before acting on such items. The Field Managers may assign duties to a subcommittee. The Managers each have one vote. (1-year term)
- 21. Downtown Concessions Manager:** This position is responsible for the concession stand at the Downtown Baseball Fields. The Concessions Manager orders and procures supplies needed for day-to-day operation of the concession stand. This position is responsible for coordinating with the Director of Downtown Baseball Fields to schedule volunteers as needed to operate the concession stands. The Concessions Manager is responsible for coordinating opt-out programs, training individuals who work the concession stands (e.g. opening, cleaning, and closing of the stands). This position is responsible for recommending food and beverage options and appropriate pricing to the Board for final approval. The Concessions Manager, in coordination with the Secretary, ensures accurate attendance of scholarship parents working for their children. The Concessions Manager will establish a budget for food purchases during the season, and present it to the Board for approval prior to the season start. (1-year term)
- 22. Foundation Park Field Manager/Director:** The Field Manager/Director are ultimately responsible for all areas of service during practices, games, and tournaments taking place on their field of responsibility. This would include proper planning, scheduling, maintenance, supplies, clean up, and concession operation, to ensure a safe and valuable experience on our fields. They would communicate a to-do list to organize work days and work closely with paid contractors.
- 23. 10U BB Commissioner:** Commissioners are responsible for coordinating tryouts and the draft process in collaboration with the VPs, Field Director/Manager, and the Board. Commissioners

handle disputes, disciplinary actions, and/or grievances filed by the umpires or coaches. The Commissioners are responsible for coordinating the all-star team selection process in cooperation with the VPs. If there is a perceived conflict of interest which could prevent the Commissioner from making an impartial determination while fulfilling their duties as Commissioner for their particular age division(s), the duties of said player agent will be delegated to the appropriate field director and/or the respective VP. (1-year term)

**24. 8U Field Manager:** These positions are responsible for the maintenance of fields and outbuildings, to include mowing, weed-eating, painting, plumbing needs, lights, etc. The Field Managers are responsible for coordinating field work days. These positions should develop a ‘wish list’ of items needing repair. Bids may be procured on such items, but expenditures require Board approval before acting on such items. The Field Managers may assign duties to a subcommittee. (1-year term)

**25. Foundation Park Concessions Manager:** This position is responsible for the concession stand at the Foundation Park Fields. The Concessions Manager orders and procures supplies needed for day-to-day operation of the concession stand. This position is responsible for coordinating with the Director of Foundation Park Fields to schedule volunteers as needed to operate the concession stands. The Concessions Manager is responsible for coordinating opt-out programs, training individuals who work the concession stands (e.g. opening, cleaning, and closing of the stands). This position is responsible for recommending food and beverage options and appropriate pricing to the Board for final approval. The Concessions Manager, in coordination with the Secretary, ensures accurate attendance of scholarship parents working for their children. The Concessions Manager will establish a budget for food purchases during the season, and present it to the Board for approval prior to the season start. (1-year term)

All positions are subject to other duties as assigned by the League President.

## Article VI- Election of Board Members

1. Election of new Board members will take place between April 1<sup>st</sup> and June 1<sup>st</sup> of each year.
2. Open positions will be posted at each concession stand and on the LHYL website on April 1<sup>st</sup> of each year along with the requirements for that position.
3. Positions may be created by vacancies or term expirations. The requirements for President, VPs, Treasurer, and Secretary are as follows:
  - a. Must hold a Board position for 1 year prior to running for office
  - b. Must have a clean background check
  - c. Must have a child in LHYL
4. All other position requirements are as follows:
  - a. Must have a clean background check
  - b. Must have a child in LHYL



5. Open positions for President, Secretary, and Treasurer will be addressed and filled by the Board. Board members will discuss, nominate, and vote on candidates for these positions. These three positions will be filled prior to opening of nominations for the remainder of the Board positions.
6. Nominations for available positions will be open from April 1<sup>st</sup> until May 1<sup>st</sup> at midnight. Nominations must be in writing and forwarded to the Secretary. After that time, nominations will be considered closed and the Board will review nominations.
7. Elections will be open to voting for parents who have children involved in LHYL. For the vote to be considered valid, it must be submitted by a parent/guardian of the child. Only one vote (ballot) per family will be allowed. Parents/guardians with children that play both softball and baseball will have the option of using a “Softball and Baseball Ballot.” They will be able to vote for the following Board positions (if open): all of the softball-specific, baseball-specific, and remaining Board positions (listed under 8. and 9.).
8. Parents/guardians with children that play softball in the League will use a “Softball Ballot.” They will vote on the following softball-specific Board positions (if open): Vice President – Softball, Director/Commissioner-Softball for each division in softball. Parents/guardians with children that play baseball in the League will use a “Baseball Ballot.” They will vote on the following baseball-specific Board positions (if open): Vice President – Baseball, Director– Baseball, and Commissioner for each division in baseball.
9. Both the “Softball Ballot” and the “Baseball Ballot” will also allow the parent/guardian to vote for the following Board positions (if open): Director of Equipment, Director of Fields – Downtown, Director of Fields – Foundation Park, Director of Umpires, Director of Sponsorship and Fundraising, Director of Concessions, and Director of Marketing.
10. Voting will begin on the first Monday after May 1<sup>st</sup> and conclude Sunday at midnight 7 days later. Dates will be posted every year. At this time, the Secretary and an appointed executive committee will meet and verify the status of each voter (confirming that they have a child in the league) and count votes for each position. The President will verify the count and ratify it as such. Any tiebreaks will be decided by the President. New Board members will be announced at the closing ceremonies. New Board members will fill positions in July.
11. At the regular meeting, new Board members will be announced. New Board member names and contact information will be posted to the League website and the Secretary will notify all parties concerned.
12. All outgoing members will prepare materials needed for a smooth transition and contact parties involved to handoff the position.
13. Term Limits for President, Vice Presidents, Secretary, and Treasurer are two consecutive terms. In an attempt to maintain continuity, no more than 3 of these 5 positions may naturally expire in the same year. The terms for Vice President of Softball and Vice President of Baseball may not naturally expire during the same year. Individuals may attempt to assume a new, or different, position on the Board if they choose. Individuals may run again after a 1-year absence.

## Article VII – Sponsors, Registration, and Fundraising

1. Liberty Hill Youth League operates by contributions from sponsors, registration fees, and supplemental fundraising activities as described herein.
2. Sponsorship fees and registration fees shall be established by the League based on current price of franchise fee, insurance fee, equipment, and uniform cost in the year the application is made for admission into the League.
3. An annual expenditure list should be provided to participants of LYHL for full disclosure of monies earned and expenses by the League. This will be put together by the Treasurer and be available during spring registration and on the website only after that.
4. The sponsorship agreement shall be headed by the Director of Sponsorship and Fundraising.
5. Sponsorships are contracted on a year-to-year basis and need to be renewed annually per season according to the sponsorship agreement.
6. The League shall assume full ownership and responsibility of League equipment purchased with League funds.
7. Fundraising and sponsorship activities shall be approved by a majority vote of the Board at regular scheduled Board meetings.

## Article VIII – Financial Policy

1. The Board shall decide by a majority vote on all matters pertaining to the finances of the League. It shall be the policy of the League to place all income in one (1) common Treasury. Expenditures of League income shall be directed in a manner which shall not give any division, or any individual league team, an advantage over another as to equipment, uniforms, etc.
2. The Board must authorize the payment of all League expenses as submitted by each Board member. Any person acting outside of his/her duties of their Board position may, without the Board approval, spend funds up to \$50.00 and shall be reimbursed or the Board shall accept the billing of said funds. A Board member MUST present a valid receipt or invoice to be reimbursed.
  - a) The Director of Concessions and the Director(s) of Fields (Foundation Park & Downtown) shall be authorized to spend up to \$100.00 without prior Board approval. A valid receipt and invoice are required for reimbursement.
  - b) Spending beyond these set amounts requires prior approval from the President, Treasurer, and Executive Committee.
3. The League Treasurer shall review and track all expenses and income and submit an updated financial condition report at each regular Board meeting. This shall consist of all current monthly income and expenses. All monies owed the League by any Board member, vendor, sponsor, or individual shall be billed

on or before the 1<sup>st</sup> of each month. Payment to the League shall be due within 30 days of the billing date. The League Treasurer shall be responsible for processing and recording in the Board meetings minutes, all accounts payable and receivable statements.

4. An annual review of the League financial records shall be performed by an outside auditing source. The League Treasurer shall not be a member of the audit committee. Records of sponsorship and player registration fees and fundraiser activities shall be included in this review. The League Treasurer shall also prepare the necessary documentation and work with a local CPA to file all applicable tax reporting for the league. In addition to the annual review, the financial records will have a quarterly review by the Executive Committee and be approved by the Board. Any indiscretions will be brought to the next Board meeting for explanation and/or corrections.
5. The annual budget shall be based on the previous year's expenditures. Specific items to be addressed are cost of League franchise fees, player registration fees, League insurance fees, uniforms, equipment, umpires, events, postage, field maintenance, tournament fees, and overhead fees, to include office and storage fees, newsletters, utilities at the office, files, trophies, and plaques, etc.
6. The budget shall be presented to the Board consisting of the above listed items. Regular League registration, sponsorship fees, fundraising efforts, and concession sales should cover all League expenses.
7. Monies collected over and above yearly budgetary items shall be reinvested into equipment, fields, and maintenance of current fields to keep a safe and fun atmosphere for our players.
8. A savings account will be created and kept. Money should be placed into this account at least annually and only used for the planning and development of new fields or as an emergency fund to be accessed at the discretion of the Board. Using the funds in the savings account must be approved by a majority of the Board. In 'emergency situations,' these funds may only be accessed after all other options have been considered.

## Article IX – Committees

1. The Executive Committee shall consist of the VPs for Baseball and Softball and the Commissioners (Softball and Baseball). This committee will be responsible for investigation of disciplinary concerns regarding players, coaches, parents, and umpires and will report their findings to the Board during an executive session. The Executive Committee will make recommendations on action to take according to the LHYL bylaws. This committee is also responsible for the quarterly audit of the treasury.
2. Committees shall be appointed by the League President. When the need arises, the following committees may be appointed: Bylaws, Planning & Development, Competition, and Manager Selection. Other committees may be formed as deemed necessary to carry on the functions of LHYL.
3. All Committees will present progress reports to the Board at the regular scheduled Board meetings.

## Article X – Grievance and Protest

1. Grievances and protests shall be studied and acted upon by the Executive Committee.
2. All grievances and protests must be in writing, dated, and signed. Otherwise, they shall be given no recognition.
3. Protests shall be in accordance with the rules of the League. Any Board-approved Umpire / Interlock League Contract / agreement protest procedures shall take precedence. Only the manager, or person acting as the manager of a team, may file protests, unless there is a pre-approved (by Commissioner) special circumstance for the manager.
  - a. Grievances and protests shall be submitted to the Commissioner with a copy to the League President within twenty-four (24) hours after the completion of the game in question.
  - b. Grievances and protests shall be acted on, in the presence of the managers concerned, within five (5) days after receipt by the Executive Committee.
  - c. There will be a \$100.00 filing fee for each league game protest. The filing fee must be collected up front for the protest to be considered. If the protest is rejected by both the Executive Committee and the Board (if appealed), those monies will be sent to the League Treasurer for deposit in the League general fund. If the protest is found to be valid and in favor of the team (manager) protesting, those monies will be returned to that team (manager).
4. Executive Committee decisions may be appealed to the Board. This appeal request must be called into the Commissioner within 72-hours of the Executive Committee's judgment.
  - a. In such instances, the Board shall give, at the next regularly scheduled Board meeting, its decision on the appeal and that decision will be final.
5. Disciplinary action processes for coaches, players, Board members, and parents will be as follows:
  - a. Each conviction related to disciplinary actions investigated by the Executive Committee will be progressive. The first offense will result in a written letter and season-long probation. A copy of the letter will be placed in a disciplinary file for the coach, player, Board member, or parent. The second offense will result in a 2-game suspension for the coach, player, Board member, or parent and notation will be added to the disciplinary file. On the third offense the coach, player, Board member, or parent will not be allowed to continue participation in League.
  - b. The offenses will be cumulative for the duration of time spent in the League; NOT on a year-to-year basis. The disciplinary file will stay with the coach, player, Board member, or parent for as long as the individual is involved with the League.
  - c. The Board reserves the right to escalate punishment as they see fit.
  - d. An Executive Committee will be convened by the President to address the incident and will issue a decision on the discipline within 72 hours of report of the incident.
  - e. The President will convene an emergency meeting of the Board within 72 hours of the incident. At that time, the accused will be invited to attend and be allowed to defend their actions. The Board will execute their decision by the end of the meeting.
  - f. The process above is in addition to Article XI – Managers and Coaches; 3.; a., b., and c.

## Article XI – Managers and Coaches

1. Anyone interested in becoming a manager or coach in the League shall apply by completing an application form furnished by the League. All applicants must be a minimum of eighteen (18) years of age. Applications shall be returned to the Commissioner or Secretary within the established deadline. All applications for manager or coach shall be reviewed by a Selection Committee and approved by the Board. The Selection Committee shall employ a “selection process” approved by the Board for determining each new season’s managers and coaches. The selection process may take into consideration a variety of factors (e.g. review of coach’s applications, end-of-season parent surveys, written complaints, feedback received through the league e-mail address).
2. The “selection process” may be reviewed and changed from time-to-time. However, the Board reserves the right to make the final selection of all managers and coaches in the League.
  - a. The manager Selection Committee shall consist of the Commissioners and League Vice Presidents. All Board Members are encouraged to provide input.
  - b. A majority vote of the Board shall be required to approve a manager.
  - c. The League reserves the right to run a background check on any Board Member, Manager, Coach, Parent, or League Volunteer that works in close contact with the League’s players (children).
  - d. If any League Volunteer (as listed in 2.c.) has a background check that identifies any felony conviction related to children, drug abuse, or violence (i.e. battery, assault, rape), he/she will be automatically excluded from participation in the League. Any misdemeanor conviction will be considered on a case-by-case basis and will not be automatically exclusionary.
  - e. To be considered, any parent requests to play or not play with a specific manager/coach must be received in writing and signed by the parent. Hearsay should not be factored into decisions.
3. A manager or coach may be suspended pending removal from his/her position at any time during the year by a majority vote of the Board. In such matters, the following shall apply:
  - a. Any manager or coach who, while engaged in performing his managerial or coaching duties, is found guilty of inflicting abusive actions (including physical and/or verbal) on League players, parents of players, umpires, or other interested persons connected directly or indirectly with the League, shall be suspended pending removal from the League on confirmation of the allegation. The Board shall be the sole determinant in defining abusive actions. Any physical abuse by a manager towards a player or any other person involved will result in immediate suspension and removal from the ballpark. Law enforcement will be notified. Investigation by the Executive Committee and law enforcement will take place.
  - b. Any manager or coach who, while engaged in performing his managerial or coaching duties, is found guilty of the use of alcoholic beverages or illegal drugs shall be suspended pending removal from the League on confirmation of the allegation. In such instances, as discussed in (a.) and (b.) above, the Executive Committee will investigate and the League President or in his/her absence, the League Vice Presidents, shall call an Emergency Board meeting at which time the allegations and all relevant or extenuating circumstances surrounding the allegations shall be discussed. The individual(s) involved in the allegation shall be required to attend. Failure to appear before the Board at that time may result in removal from the League.
  - c. Any manager or coach who relinquishes his/her position during a League season, without good cause and approval of the Board, shall not be considered for re-entering the League at that position within that same season.
4. Any member of the Board who elects to manage or coach a team must abstain from voting on any game issue brought before the Board, which involves his/her team or a game involving his/her team.

5. Each manager shall appoint his/her own coach or coaches without the approval of the Selection Committee, subject to the background check, and shall have the option to dismiss such persons without the approval of the Selection Committee.
6. Managers may ask a team parent to assist as a helper at an official game, so long as they have filled out an application and are registered with the league as an “Assistant Coach.”
  - a. Each team shall be allowed two (2) approved game (on the field) coaches with the exception of the 6U and 8U division. 6U and 8U division teams are allowed four (4) game coaches.
7. Managers in all divisions who have children playing in their division are subject to the draft rules as protected / automatic draft picks.
  - a) Managers will be able to protect the following for each division in accordance with league structure:
    - Up to 4 players per team for 6U, 8U and 10U **American** League Divisions,
    - 5 min – 6 max for 10U National League Division
    - Up to 6 for 12U & 14U Recreational Divisions. These protected players will be considered the top 3 picks during the draft (Rounds 1, 2, & 3).
  - b) If a manager has a child in the league, their child is automatically considered protected and the manager may only protect additional players in accordance with above guidelines above.
  - c) If a manager has secured assistant coaches, the assistant coaches children are considered automatic protects (up to four players).

LEAGUE	PLAYER COUNT	PLAYER PROTECTS	NOTES
4U (Instructional)	6 Min – 8 Max	Assigned Rosters	
6U Tee Ball	10 Min – 12 Max	Maximum of 4	
8U Coach Pitch	10 Min – 12 Max	Maximum of 4	
10U National League	10 Min – 12 Max	5 Min – 6 Max	Open Bases
10U American League	10 Min – 12 Max	Maximum of 4	Closed Bases
12U Recreational	10 Min – 12 Max	Maximum of 6	
12U Select	10 Min – 12 Max	Team Selection	Ineligible for CenTex Tournament, League offered Tryout
14U Recreational	10 Min – 12 Max	Maximum of 6	
14U Select	10 Min – 12 Max	Team Selection	Ineligible for CenTex Tournament, League offered Tryout

8. Coaches and players shall be under the direct supervision of the manager.
9. Managers shall sign for and assume full responsibility for returning all equipment to the Director of Equipment and the equipment shall only be used for League practices and League games approved by the Board.

10. Managers shall be responsible for returning all equipment to the Director of Equipment upon completion of the team's last scheduled League game OR another date set by the Director of Equipment. Failure to comply shall result in a review of the manager by the Board and an invoice for the cost of the equipment.
11. Managers shall be responsible for reporting all injuries of any personnel under their supervision as follows:
  - a. Report all injuries that require medical attention to the League President, League Vice President, and/or the Commissioner.
  - b. Complete the League insurance form, provided by the Commissioner, including a written statement explaining the incident, nature of injury, date, time, and location of the injury.
  - c. Managers will coordinate with the Board and the player's legal guardian to prepare any required insurance reports.
12. In the event a manager resigns, or otherwise vacates his/her position at any time, a new manager shall be selected by the Commissioner and approved by the Board.
13. It is the intent of the League to maintain its managers and coaches as long as those managers and coaches wish to stay involved; the background check remains clear; and as long as they perform satisfactorily to the League's guidelines and bylaws.
14. All home team managers shall be responsible for the following:
  - a. Field preparation and markings.
  - b. Clean-up of the home dugout and stands after the game is complete.
  - c. Signature of umpire on the official scorebook.
  - d. Concession duty.

*Visiting team is responsible for cleanup of the visiting dugout and its stands, emptying garbage cans for both dugouts, and raking and dragging the field after the game.*
15. The Board looks to all parents and players to take an active role in maintaining and supporting the league and the facilities.
16. All managers and umpires shall agree upon field ground rules prior to the start of all League games.
17. Managers, in all divisions, shall have available all data concerning their team. This shall include all data on pitchers, number of innings pitched per week, and number of days rest between starts. Data shall also include number of innings each player has played each week and reasons why a player did not play. These records shall be made available to the League President, League Vice President, or Commissioner, or the opposing team manager upon request.
18. The League is responsible for the welfare and safety of all players. Therefore, all members of the League, including the managers and coaches, shall require all spectators to refrain from the use of: alcohol, illegal drugs, and tobacco products on the premises or within 50 feet of the field of play. This is to include the scorekeeper's area and the concession stand area.
19. Managers are required to hold a minimum of two (2) practices a week prior to the start of the regular season, provided fields are available and weather permitting. After the regular season starts, the manager must continue a minimum of two (2) workouts per week, either by playing scheduled games, or by holding practices. The 6U, 8U, and 10U Divisions, should be limited to a maximum of three (3) workouts per week, which should include at least one (1) practice.

- a. Managers in violation of said rule shall be issued a warning by the Commissioner on the first offense and suspension for all subsequent violations.
20. Managers and Coaches are required to attend a Manager's Meeting, Coach training, and first-aid guidelines supervised by the VP's and/or Board members prior to the start of practices and league games. The meeting(s) will cover league rules, league code of conduct, best practices for youth sports, first aid techniques, and more. The Board will establish the time and date of the meeting(s).
  - a. Failure to attend in person or to send a team representative to the clinic could result in non-issuance of team equipment until the certificate is received.
21. After all League games and practices, it shall be the responsibility of the Manager to assure that no player is left on the premises (playing field or parking lot) without adult supervision.
22. Coaches may not serve as the "Head Coach/Manager" for more than one team during the same season without prior approval from the Board. Coaches may not work with more than two teams during the same season without prior approval from the Board.
23. Any Manager knowingly violating a League established playing rule shall be brought before the Board to review the offense. The Board shall determine the severity and consequences of the infraction, including the potential change in the outcome of the game. The results may include forfeiture and/or suspension.
24. Any manager or coach ejected from a League game shall be suspended for their team's next game. Umpire ejections from any game are contestable under a protest to the Grievance and Protest process.
25. At the beginning of each season, managers and coaches applying for positions are not automatically assigned back to the same team, or to move up a division and take a team, or granted a new team. As part of the review process, all returning managers and coaches will be subject to a review of their previous year's performance. At the discretion of the Board, an in-person review may be required to review suitability with the league.
26. 10U National League – Coaches to be determined after completion of assessments in order to be assured their child meets requirements of National Division.  
10U American League coaches may be determined before assessments.

## Article XII – Players

1. Any candidate meeting the requirements of age as set forth in the official rules and regulations for LHYL shall be eligible for participation in League play.



- a. A candidate shall not be eligible to participate in League play until the registration application and medical release forms are filled out completely, and the registration fee is paid in full, or a financial hardship has been allowed by the Board.
  - b. The request for hardship assistance must accompany the player application at the time of registration and must have Board approval. All applicants must sign and fulfill a work detail or payment agreement. The hardship includes the cost of registration, uniform (shirt and hat), and year-end team awards (trophies).
  - c. The registration fee shall be paid in full on or before the League draft.
  - d. If payment or a letter of financial hardship is not received prior to the League draft, the player shall not be drafted or be eligible to participate in the League.
2. Registered players shall “tryout” under the guidance of the League VPs, Commissioners, and the Board, assisted by the managers and coaches. Protected players are **not** permitted to participate in evaluations.
    - a. Managers shall submit a list of coaches to the Commissioner at least three (3) days (72-hours) prior to the day of tryouts. Exceptions to this rule are for coaching changes made due to an expansion team entering the draft.
  3. Candidates shall be placed on teams in accordance with the Player Draft as set forth by the League.
  4. Players in all divisions shall play on the team assigned them by the draft process.
    - a. Players in any division may be exchanged (in their respective divisions only) prior to the final roster submission to the Board and ONLY with the Commissioners approval. Final rosters will be submitted to the Board within 48 hours of the draft. Once rosters are submitted to the Board, there will be no players moved.
    - b. Players who did not attend the tryouts will be placed on the next available team per the draft order until all teams are full (“hat picks”).
  5. If a player sustains an injury during any league sponsored event, which requires medical attention rendered by a physician, the parent or guardian must present a doctor’s release to the team manager and a copy to the Commissioner before the player will be allowed to continue playing.
  6. A player may be suspended and/or removed from a team or the League, by their team manager or any Board member. Suspension for more than one game and/or removal from a team or the League requires Board approval. Grounds for suspension include the following:
    - a. Using foul or abusive language or gestures unbecoming of ladies and gentlemen.
    - b. Physical violence towards another player, manager, coach, umpire, or spectator.
    - c. Persistent disciplinary problems.
    - d. Intentional throwing of bats or equipment (first offense gets a verbal warning; second offense results in removal from that game and a one game suspension; third offense results in removal from that game and the player, parent/guardian, and coach are to appear before the Board at the next Board meeting). The player shall be suspended from future games until the Board has reached a decision. Both participating managers shall notify the Commissioner of all removals from any league game for intentionally throwing equipment. The Commissioner shall notify the Board of all such reports.
    - e. The possession of a weapon (of any type), or the use of, or being under the influence of alcohol, or illegal drugs.
    - f. A ruling to suspend or remove a player is contestable by the player under a protest to the Executive Committee. Such protest must be submitted in writing no later than 48 hours after notification of the ruling.
  7. Any player ejected from a game shall also be suspended for their team’s next game.

8. In cases when the player shall appear before the Board, they must be accompanied by their manager and a parent or guardian. Removal of a player from the League is a last resort.
9. Players are not allowed to ‘play down’ an age level at any time (fall or spring). If a parent/coach wishes to make an appeal regarding this rule, they must notify the Commissioner and the Vice President. A Board vote and approval is required to overturn the rule on any exceptions.
10. Players are allowed to ‘play up’ one division.

## Article XIII – Selection of Players & The Draft System

### DEFINITIONS:

**Eligible Player:** A registered LHYL applicant who is not a protected player. This player must try-out and then be drafted through the draft system. Any LHYL registered player who is not protected and does not try-out will be considered a hat pick.

**Ineligible Player:** A player who has not fully completed all forms in the registration package, including any required documentation and payment of league fees. When applicable this includes securing a Board approved payment arrangement for hardship assistance. Ineligible applicants cannot be drafted or participate in any activity with the League.

**Protected Player:** A registered LHYL applicant who is the son or daughter of a current season’s Manager. Any player with a “Protected Player Agreement Form” signed by both the parent and legal guardian of the player and the requested Manager. Managers may protect allotted number of players depending on division (*\*see league structure on page 14\**). The manager’s child(ren) and those of their assistant coaches are automatic protects. No team may protect more than allotted number of players for their division.

**Pool Player:** A pool player may be used to prevent a team from forfeiting a game. This uniformed player must be registered with the LHYL. The pool player is to be placed in the outfield and listed as the final batter in a line-up. At no time will the pool player be placed in the infield or on the pitcher’s mound. At no time are pool players to be used to bolster a team for unfair advantage. No more than 2 pool players shall be used in any game. The spirit of this rule is to allow for games to be played when a team is short-handed. If a team uses more than 2 pool players, the game may be played, but the final score shall appear as a forfeit. A team may only use pool players to field a team of nine players. At 6U and 8U where 10 players are permitted, pool players may not be added to get a team to the maximum of 10 players. The opposing coach must approve the pool player(s).

**Sibling Option Rule:** By definition, the sibling option rule establishes the guidelines for determining a sibling’s eligibility as a draft eligible player. All siblings are eligible for the draft and must try-out. Managers are not required to automatically take the other sibling, unless his or her parent requests in writing (on the application) prior to the try-outs that they play on the same team. In that instance, both siblings shall become automatic back-to-back draft choices from the eligible draft pool.

1. LHYL shall use the player draft system as set forth by the League Board.
2. Eligible players shall be selected by managers and coaches under the guidance of the Commissioners and with assistance from any other Board member.
  - a. Protected players shall be placed on a team as the team's first, second, third, and fourth round draft choices before additional players can be selected from the eligible draft pool for 6U, 8U, and 10U American Divisions. Protected players shall be placed on a team as the team's first five or six (depending on protected players) for 10U National League, 12U and 14U Recreational Divisions
  - b. Managers must protect their own child and the children of their assistant coach(es) based on league structure
3. The selection order by which a team begins the draft process is determined by random selection of numbers. A "snake" order process of drafting (the order of selection is inverted each round) will be utilized until all teams have reached a minimum of 10 or a maximum of 12 players per team.
4. A player that is chosen in the draft with a sibling (in the same division) shall have the sibling automatically taken in the next round of the draft for that team (unless the parent has specifically requested that the siblings play on different teams).
5. For teams with less than allotted number of protected players, "leveling round(s)" shall be used to allow them to make 'catch-up' picks as needed until all teams have allotted number of players. At that point, the "snake" draft will begin.
6. If a player leaves the League (team) mid-season and then wants to return to the League, that player shall return to their previous team, only after an opening exists.
7. During the 48 hours after the draft, players will be assigned in "snake" order, giving the team next in line the first available player.
8. Releases may only be obtained through the consent of the Commissioner, with Board approval, and only after sufficient cause is shown. A player once released from a team, may not return to that team. All trades must take place on the day of the draft. Proposed trades should be overseen by the Commissioner and approved by the Board representative coordinating the draft.
9. An eligible Player may register and play in only one division per season. Any exceptions must be brought before the Board for review and approval. Players playing in more than one division are subject to covering registration and uniform costs for all teams on which they participate.
10. Eligible players not participating in the tryout process shall be called a "hat pick" and drafted according to the Board's direction.
  - a. All "hat pick" player names are placed in a container and drawn one name at a time, assigning that player to the next team in draft order.

## Article XIV – Schedules

1. Games, re-scheduled games, locations, and dates shall be set by the Vice President for each league.

2. Wednesday and Sunday play shall only be used as a last resort for make-up games, rainouts, suspended game, or tie games.
3. When foreseeable, the Director of Fields shall notify the Vice Presidents, Team Managers, and the Director of Umpires 2-hours prior to game cancellations due to weather. Games prior to 8:00 a.m. will be notified 1-hour prior to the game scheduled.
4. All postponed or cancelled games must be given every effort to be played by the next available date as determined by the Vice Presidents.

## Article XV – Non LHYL Events or Tournament Play

1. Any team participating in events or tournaments that are not sanctioned by LHYL, will be responsible for their own entry fees, uniform cost, and any other directly related expenses.
2. Liberty Hill Youth League will not be responsible for the selection of team players, managers, or coaches for any non-sanctioned events or tournaments. .

## Article XVI – All-star Teams

1. The objective of the all-star teams is twofold. The first is to select squads consisting of players with the best playing ability in the League. The second objective is to induce sportsmanship-like competition among the players in the League to compete for positions on the all-star teams.
2. One (1) all-star team shall be selected from each division in LHYL. The LHYL Board budgets for one team per division.
  - a. Adding a 2<sup>nd</sup> all-star team in any division may be considered annually on a case-by-case basis. LHYL Board approval is required for additional all-star teams. Additional all-star teams may be required to self-fund their team and tournament play.
3. Each all-star team shall consist of one (1) Manager, two or three Assistant Coaches, and 12 players (additional players may be added as alternates per tournament rules; alternates must cover all expenses to play)..
4. The following rules shall apply to the selection of all-star teams for each Division in LHYL:
  - a. Prior to the opening day of the League’s season, an “All-star Selection Committee” shall be formed. The members of this committee shall be charged with determining the selection process to be used for the all-star teams that will represent that division. Committee participation shall be open to any manager or coach (limit one per team with the manager as first option) in the division. Additional

- members, at large, may be added at the League President's and Commissioners discretion. The all-star selection process will be determined by the All-star Selection Committee and approved by the Board.
- b. The all-star nomination process will begin the week after the conclusion of the mid-season tournament. Commissioners for each division will submit a request to their respective head coaches for nominations to the all-star teams. Head coaches should consult with their assistant coaches about prospective nominees. Coaches may nominate an unlimited number of players, but should carefully evaluate the player's ability to play at the highest level of all-star competition. The list of nominees, along with parent/guardian contact information, will be forwarded to the Vice Presidents no later than April 25<sup>th</sup>. The Vice Presidents will review the nominees and consult with coaches as appropriate to verify that no child deserving of nomination based upon demonstrated play has been excluded. The head coaches will notify the parents/guardians via electronic mail (e-mail) that the player has been nominated for all-star play. Parents/guardians who are interested in having their player participate in the all-star selection process must respond via e-mail to the Vice Presidents by April 30<sup>th</sup>. All participating nominees must have their eligibility confirmed by submitting a signed commitment form and posting a check for the all-star fee with the Treasurer no later than the first day of the end-of-season tournament. The list of prospective nominees will be e-mailed to all league coaches by May 1<sup>st</sup>.
  - c. An open tryout for All-stars will be held for any registered player to be evaluated and considered no later than April 25. Any player attending the open tryout must be able to commit to the Allstar schedule that will be provided before the tryout.
  - d. The all-star player selection process will be conducted during the week preceding the end-of-season tournament. Meetings will be held for each division that will be attended by the respective head coaches (or their designated representative), the Commissioner, and/or another member of the Board. Each head coach (or their representative) will present a list of nominees, give a brief synopsis of each player's ability, and rank their skill level as it relates to the spring season. After all of the players have been reviewed, a vote will be called. Each head coach may select up to, but not more than, 9 players from the list of nominees presented for consideration. The written votes will be tallied by the Commissioner or Board member and the top 9 players in total votes will be placed on the all-star team. In the event that the 9<sup>th</sup> player assignment on the team is a tie, a tiebreaker vote will be called via a show of hands to determine which player is chosen. The all-star Manager will have 3 discretionary picks from the all-star candidate pool to complete the roster of 12 players.
  - d. The all-star Managers shall be nominated by a majority vote of head coaches/appointed assistant coaches in each division (one vote per team). Meetings will be held for each division that will be attended by the respective head coaches, a Vice President, and 1 other Board member. The Vice President of Softball will oversee the divisional meetings for baseball and the Vice President of Baseball will oversee the divisional meetings for softball. In the event of a tie, the list of nominees will be forwarded to the Board. The full Board will then vote on the nominees and the all-star Manager will be determined by majority vote. In the case this manager either declines or *is not approved by the Board*, the next manager in order of votes shall be nominated.
  - e. The all-star team Manager, after approved by the Board, shall then select their assistant coaches from that Division's managers and coaches as they see fit, and nominate those persons for Board approval.
  - f. In order to be considered for a Divisional all-star Manager, or Assistant Coach, a candidate for that position must commit to being available through the entire length of all-star tournament play.
  - g. The Board shall approve all all-star Managers and Assistant Coach, nominations by a majority vote.
  - h. Any Manager knowingly violating a League established playing rule shall be brought before the Board to review the offense. The Board shall determine the severity and consequences of the infraction, including the potential change in the outcome of the game. The results may include forfeiture and/or suspension.
  - i. Being nominated does not guarantee a spot on the all-star team.
  - j. All-star rules will take precedence over league rules as far as playing time and pitching is concerned.

- k. The League will be responsible for all entry fees for approved all-star tournaments played. Teams that qualify to advance in all-star tournament play will be supported by LHYL by paying for entry and umpire fees for tournaments. If a team does not qualify, but is invited, it will be up to the team to make the choice to advance. At this point, it will be up to the team to pay for all entry and umpire fees for tournaments. LHYL will continue to keep these teams under our insurance for the duration of tournament play. All rules for coaching and players will stand for invited teams as well.
- l. All-star players will pay a minimum of a \$50.00 fee to play all-stars. This fee will cover the player's uniform and entry and umpire fees for qualifying tournaments. Players will not be asked for additional fees after the all-star teams have been selected in regards to uniforms or qualifying tournament games. LHYL will not cover travel expenses. All travel expenses will be picked up by the team or the parents of the players. Fees are subject to change based on tournament costs. All fee adjustments must be approved by the LHYL Board prior to the start of all-star teams being selected.
- m. Fundraising is allowed, but must be brought to the Director of Sponsorship and Fundraising for approval before moving forward. Fundraising should be coordinated between softball and baseball all-star teams so as not to over-extend local businesses and League sponsors. An all-star team can hold fundraisers to help with expenses (i.e. car washes, bake sales, BBQ or pancake suppers, etc.). Sponsorships will be pursued and obtained by a sponsorship committee appointed by the Director of Sponsorship.

## Article XVII – Revisions and Amendments to Bylaws

Revisions and amendments to the LHYL Bylaws shall require a majority vote of the Board. All changes to the bylaws shall be submitted in writing to the League President in advance of a regularly scheduled Board meeting. All members of the Board shall read the suggested changes to the bylaws to the membership at the Board meeting as prescribed below.

1. A Board reading of the suggested changes to the bylaws must take place in a regularly scheduled Board meeting. The change to the bylaw will then be tabled for 30 days for review. The President will direct the Secretary to coordinate with the Director of Marketing to post changes on the LHYL website and also e-mail copies to all Board members for review. A Board vote on the bylaws will take place at the next regularly scheduled Board meeting.
2. Reading of the bylaws (without changes) and approved as noted will be considered complete and be officially in effect from that date of the final vote forward
3. Bylaws will be reviewed at least every two years by an assigned bylaw committee and approved by the current Board. Bylaws may be reviewed during the interim year upon the majority vote of the Board. Review of the bylaws should be scheduled so that they can be implemented prior to the spring season.

## Article XVIII – Authentication of Bylaw Publication

The names of the Board Members (the Board) of the Liberty Hill Youth League as known at the time of the first fiscal year's regularly scheduled Board meeting must appear on each copy of the bylaws. They include, League President, Vice President-Baseball, Vice President-Softball, Treasurer, Secretary, Director of

Sponsorship/Fundraising, Direct of Marketing, Director of Tournaments, Director of Umpires (1 Softball and 1 Baseball), Director of Equipment, Director of Concessions, Concessions Manager of Downtown Fields, Concessions Manager Foundation Park Fields, 4U/6U Commissioner, 8U Baseball Commissioner, 10U Baseball Commissioner, 12U/14U Baseball Commissioner, Field Manager – Foundation Park, Director of Downtown Fields, 10U Baseball Field Manager, 8U Baseball Field Manager, and 4U/6U Field Manager.

President: Pax Figioli  
Vice President – Softball: Jamie Hamilton (Interim)  
Vice President – Baseball: Jake Thomas  
Treasurer: Ashely Etheridge  
Secretary: Neisha Hawkins  
Director of Sponsorship/Fundraising: Open  
Director of Marketing: April Thomas  
Director of Umpires – Baseball: Cory Carter  
Director of Umpires – Softball: Brett Lain  
Director of Equipment: Tony Gray  
Director of Concessions: OPEN  
Concessions Manager DT Fields- Tiffani Wapler  
Concessions Manager FP Fields – Kayla Johnson  
4U/6U Commissioner: Chris Staton  
8U Baseball Commissioner: Chad Jones  
10U/12U Baseball Commissioner: Open  
12U/14U Softball Commissioner: James Brown  
14U Baseball Commissioner: Jake Basey  
Field Manager – Foundation Park: Open  
JR High Field Manager: Greg Hamilton  
Director of Downtown Fields: Open  
Foundation Park Softball Field Manager: Mike Etheridge  
10U Field Manager: Cory Richter  
8U Field Manager: Kevin Dydalewicz  
6U Field Manager: Ricky Gonzales  
Director of Select Teams: Holly Moore  
Director of Softball Tournaments: Matt Trammel

**Board Approval:**

**Date:**

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**President**

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**Vice President - Baseball**

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**Vice President - Softball**

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**Secretary**

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# Addendum

## Board Meeting Agenda (sample)

### LHYL Board Meeting Agenda

March 20, 2013 – 7:00 p.m.

LHHS Ag Building

- Call to order
- Review of January meeting and February meeting minutes or motion to dispense
- President's Report – *Bryan Gilbert*
- Treasurer's Report – *Chuck Ogle*
  - Spring registration report
  - Scholarship requests
  - Sponsorships – corporate & parent
- Committee Reports:
  - Baseball & Softball
    - Uniforms and coach shirts – *Stacy Oncken*
    - Opening Day plans – *Chris Perry, Eric Holt, & Frank Kline*
    - Rules update (baseball/softball) – *Eric Holt & Frank Kline*
    - Game / practice schedules – *Eric Holt & Frank Kline*
    - Umpires – *Eric Holt, & Frank Kline*
    - Baseball mid-season tournament – *Eric Holt*
    - Baseball game length (hard stop; no new inning time limit, etc) – *Eric Holt*
    - Background checks – *Eric Holt*
  - Fields
    - Foundation Park update – *Mike Rempe*
      - Batting cage
      - Field prep for Opening Day
    - Downtown update – *Charlie O'Dell*
      - Back window for concessions
      - Field prep for Opening Day
  - Concessions – *Tanya Terry*
    - Opening Day plans
    - Sno-cones and/or other 3<sup>rd</sup> party vendors
    - Buy-outs and concession coverage
    - T-ball coverage
  - Sponsorship/Fundraising – *Kimberly Dirner*
    - Sponsor signs
    - Spring fundraiser(s)
    - Plan for selling league promotional items
    - ScoreCenter app – *Stacy Oncken*
  - Equipment – *Paul Montes*
  - Website/Communications – *Chris Perry*
  - Player Agent Report – *Brock Huddleston; Tiger King*
- Old Business
  - Bylaws – *Brock Huddleston*
  - New Fields – *Chuck Ogle*
- New Business
  - Fundraiser for Davis family – *Charlie O'Dell*
  - Academic All-Star selection
  - 2013 All-Stars planning
  - End of season awards (players; sponsors; Academic all-stars; tournaments)
  - Donated equipment plan
  - Minimum age for t-ball (*impacts bylaws*)
  - Coaching – number of teams one person can head-coach (*impacts bylaws*)
  - Maximum team size (*impacts bylaws*)
  - Future Board meeting dates
- Good of the organization
- Adjourn