

**ELEVENTH AMENDED BY-LAWS
PONTE VEDRA/PALM VALLEY ATHLETIC ASSOCIATION -
BASEBALL
EFFECTIVE DATE: 8/8/2023**

**ARTICLE II
INTRODUCTION**

1. The name of the organization shall be the **Ponte Vedra/Palm Valley Athletic Association - Baseball** hereinafter referred to as "League".
2. The League is a part of the **Ponte Vedra/Palm Valley Athletic Association, Inc.** (hereinafter referred to as "Association").
3. The objective of the League is to instill and promote in its participants the concepts of good sportsmanship, teamwork, and respect through the organized instruction of baseball.

**ARTICLE II
ORGANIZATIONAL RULES AND REGULATIONS**

1. The Governing Body of the League will be an **Executive Board** consisting of thirteen (13) members to include: President, Vice President, Secretary, Treasurer, Past President, and eight (8) Commissioners.
 - a. Terms for President, Vice President, Secretary, and Treasurer will be for two (2) years. Past President will serve for two (2) years. Commissioners may serve for two (2) years. No person may be in a specific role on the Executive Board for more than two (2) terms of two (2) years.
2. **Voting** for the President and Vice President positions will be held in odd-numbered years. Voting for Secretary and Treasurer positions will be held in even-numbered years, and will be co-terminus
 - a. A nominating committee of three (3) persons shall be appointed by the President at least two (2) months prior to the annual election. This committee will solicit nominations from the general membership. This slate of candidates will be communicated through the Secretary to the general membership through electronic communication. The voting process will be held during the May meeting.
 - b. A vote shall commence at the May Meeting. All members shall be eligible to vote. A member is defined as an individual having a child in the league who has paid their dues. Only one (1) vote per family regardless of the number

of children in League. Absentee votes shall not be permitted. The elections date and time shall be communicated to the membership at least seven days prior to the election via electronic methods.

3. The **duties** of the Executive Board will be as follows:

a. **President:** The President of Executive Board shall perform, at a minimum, the following duties:

1. Preside over all League meetings;
2. Assume full responsibility for the operation of PVAA Baseball;
3. See that the league adheres to the rules, regulations And policies of Babe Ruth League, Inc. and the Association;
4. Be responsible for league protests and disputes;
5. Review finances with Treasurer and be one of the signatories to sign checks;
6. Serve as a member of the Association's Board of Directors, and as the primary liaison between the League and the Association;
7. Serve as the primary representative between the League and the County; and
8. Oversee fundraising activities jointly with the Treasurer.

b. **Vice President:** The Vice President must be prepared to preside in the absence of the President and carry out such duties and assignments as may be delegated by the President. In the absence of the President, the Vice President shall have the authority enumerated herein. The Vice President will oversee the Operational Board.

c. **Secretary:** The role of the Secretary is to record and communicate the minutes of the meetings. The secretary is also responsible for sending out notices of regular. and special meetings, maintaining an official record of the league's activities, and performing such other duties as this office may require. The Secretary shall manage all communications to the league members (website and email notifications, along with the communications committee).

d. **Treasurer:** The Treasurer shall be one of the signatures required to sign checks, dispense league funds as approved by league officers, report on the status of league funds, maintain financial records, prepare budgets and assume responsibility for all league finances.

e. **Past President:** The Past President shall serve to advise the President on historical matters affecting the league as well as perform any such duties as required by this office,

f. **Commissioner (8):** Each Commissioner shall serve as an agent of their respective division of the league ((1) Babe Ruth (2) Majors, (3) Cal Ripken Minors, (4) Rookie, (5) Senior T-ball, (6) Junior T-ball, (7) Advanced Baseball, and (8) Travel Baseball). The Commissioners shall be appointed by the President, with the approval of The Executive Board. Commissioner shall maintain and encourage open communication lines between the Executive Board, Operational Board and the coaches they represent. The Commissioners shall be responsive to suggestions and requests from the coaching staff from their respective division. The Commissioners may serve a two-year term, if approved by the Executive Board. In the event there are not enough individuals to have all Commissioner positions filled, one individual may serve as Commissioner for multiple divisions. However, the individual will only have one vote on Board related matters. Commissionerships will be reviewed each May Board meeting with appointments and approvals taking place as close to the May meeting as possible.

4. The **Operational Board** shall consist of Committee chair or chairs as described below. The size of the Operational Board may change annually depending on the needs of the current Executive Board. The Operational Board may be composed of the following committees, as needed:¹

a. Umpire in Chief -- will assign umpires to all league games, conduct clinics on rules, be responsible for notifying umpires of cancellations, recruit new umpires as needed, be responsible that all umpires are knowledgeable of proper league protest procedures. If the umpire function is outsourced, the Umpire in Chief will oversee the relationship with the outsourcer.

b. Field and Facilities Committee --secure necessary personnel required for maintaining field, keep fields properly groomed for practices/games.

c. All-Star Team Selection Committee oversee All Star Team and Coaches Selection process, confirm that process is carried out as directed in All Star Selection and in compliance with Cal Ripken/ Babe Ruth rules. Manage all activities to make sure that the administrative functions are all complete in order for the teams to compete at the District and State tournaments. Insures that all documentation is completed one week prior to the district all star meeting.

d. Fund Raising Committee -- evaluate league needs, prepare a master plan to secure needed funds, and execute plan in accordance with Executive Committee decisions. Fund Raising Committee will report to the Treasurer.

e. Scheduling Committee -- responsible for creating, distributing, and maintaining all game and practice schedules.

1 The Executive Board may add more committees than those contemplated by the By-Laws without amendment of the By-Laws as the needs of the League may dictate.

f. Concession Stand Maintenance -- secure enough personnel for operation of concession stand, secure necessary supplies, maintain records of purchases and receipts, and contract oversight (if outsourced)

g. By-Laws Committee -- maintain integrity of by-laws by soliciting opinions and recommending amendments as required and coordinating required Association approval

h. Equipment and Uniform Selection -- procure and distribute equipment, uniforms, and baseballs; make arrangements for tournament teams to have proper uniforms and equipment.

i. Communications Committee -- manages, communications to the members (website and email) and report to the Secretary, with approval of verbiage by the Vice President

j. Registration/Evaluation Committee -- manage registrations and player evaluation/tryout day for the spring season

k. **All committee heads** will be appointed by the Executive Board and will have voting capabilities for all matters. Each Committee chair may select committees to assist in the completion of appointed tasks. Committee Chairs may also be members of the Executive Board.

5. Disciplinary Committee -- The committee shall be comprised of no more than 5, but no less than 3 members. The President and 2 other Executive Board members must reside on the Committee, as well as the potential of 2 additional league members coming from the operations board, coaches or parents in the league. The job of the Disciplinary Committee is to investigate all complaints and make recommendations to the Executive Board as to the appropriate response and remedy to the complaint. The majority of the Executive Board must agree with the recommendation in a formal vote.

ARTICLE III **MEMBERSHIP/MEETINGS**

1. Membership in the League is open to all families of current League players (Fall and/or Spring season).

2. Meetings of the Executive Board will be scheduled on a regular basis and be open to all League members.

3. A quorum shall be defined as over 50% of the members of the Executive Board. The Executive Board cannot conduct business unless a quorum is present.

ARTICLE IV
RECREATIONAL LEAGUE DESCRIPTIONS

1. For Youth Recreational Baseball, it is anticipated that five (5) Divisions will exist. However, additional Divisions may be added at the Executive Board's discretion. The Divisions and age-limitations are as follows:

- a. Cal Ripken Jr. Division -T-Ball- must be league age 5 by May 1, but under league age 7 on April 30. T-ball may be divided into junior and senior divisions based on player evaluations.
- b. Cal Ripken Jr. Division - Rookie - League age 6 (only if available league space, with Commissioner approval), league age 7, 8, & (parent requested league age 9 with Commissioner approval) must be under league age 10 on April 30. Rookie may be divided into American and National based on ability at the Commissioners discretion
- c. Cal Ripken Jr. Division - Minors - league ages 9, 10, 11 & (parent requested league age 12 with Commissioner approval) - must be under league age 13 on April 30. Minors divisions can be divided by age group based on Board approval.
- d. Cal Ripken Jr. Division - Majors - league age 10, 11 and 12 (must be under league age 13 on April 30th)
- e. Babe Ruth Division - League - league ages 13 through 18, must be under league age 19 on April 30th

The "April 30" date mentioned herein shall be of the calendar year in which the season begins. Thus, ages for "Fall Ball" will be determined by the same standard for "Spring Ball".

League age 6, league age 8, and league age 12 players who are born between May 1 and August 31 have the option to petition for eligibility to play as a player in the Division above (League age 6 plays in Rookies, League age 8 plays in Minors, and league age 12 plays in Babe Ruth). If desired, the following actions must occur:

- Player submits request to the commissioners from both leagues for eligibility, at least, one week prior to the league evaluations. Commissioners will determine if league space is available for this request.
- Player must attend evaluations for both their league age Division as well as the higher Division.
- During the team selection process the player must be: 1) selected in the first six rounds and 2) the rating from the independent evaluations must be within the top 25% of the players in the Minors or Babe Ruth 'team selection', as applicable, If not, the player will go back to their respective League Age Division.
- Parent is not eligible to be a coach or named assistant in the higher Division.
- If player moves up to the higher Division, the player will not be eligible for

ARTICLE V
TEAM AND COACH SELECTION PROCESS

1. Commissioners shall provide a list of qualified coaches with recommendations provided to the Executive Board. Any coaches not selected will be provided the reason. All coaches, both returning and new, require the approval of a majority of the Executive Board.
2. The team selection process will be based on the number of registered players each year and will be published to the membership by one week after the registration cutoff date.
3. Players that do not show up evaluations will be randomly placed on Rec teams by a process conducted by the commissioner and one Executive Board member with no child in the division.
4. Automatic team selection of players based on Head Coach and Assistant Coaching partnerships will be limited to one (1) Assistant Coach prior to draft

ARTICLE VI
GENERAL PROVISIONS

1. The President may temporarily remove from League membership, participation or affiliation, any coach, player, or parent who is guilty of offensive, dangerous, or unsportsmanlike behavior. No warning shall be required but may be permitted at the discretion of the Executive Board. Permanent removal of any coach, player or parent requires shall require a majority vote of the Executive Board, upon recommendation from the Disciplinary Committee.
2. Subject to the Association's requirements and limitations, the President may contract with umpires and field maintenance personnel and other individuals necessary to conduct the affairs of the League.
3. Unless specifically within the 'local rules' or amended by these By-Laws or other published material, the general rules of baseball apply as supplemented by Babe Ruth and Cal Ripken. 'Local Rules' are published league specific rules that can be modified by an approval of a majority of the Executive Board.
4. Before the start of each season, the President shall announce the procedures and plans for any make-up, suspended, play-off games, and end-of-season tournaments.
5. No person can be a head coach in more than one Division.
6. All Head Coaches and all official Assistant Coaches must be approved by the Executive Board on a seasonal basis and must complete the appropriate Background Check forms that will be submitted to the Association and/or Department of Health and Rehabilitative Services. An adult on the field during games or practice must complete the appropriate Background Check. referenced herein.

7. The cost of player registration and team sponsorship shall be determined by the Executive Board. The Executive Board may also approve scholarships to qualified, needy applicants.

8. The League may require that a team sponsor shall be secured by each coach. The Sponsor fee shall be determined by the Executive Board. The Fund-Raising Committee will assist the coaches in securing the sponsor fees.

9. Any member may appeal a discretionary decision of the President or the Executive Board to the Association if he believes that said decision is unfair, arbitrary or capricious. The appeal shall be in writing, signed and dated.

10. The President shall be responsible for securing liability and medical insurance on a yearly basis.

11. The Commissioners may have regular coaches' meetings before and during the season. Absences by a head coach may result in his removal as a coach, per the discretion of the Commissioner.

12. Completed applications, medical releases and copies of birth certificates may be required of all players.

13. For any rule not covered in the 'local rules', the League By-Laws and/or the Association By-Laws, Babe Ruth Rules and Regulations or official baseball rules will apply.

14. Any change(s) to By-Laws must be submitted by the By-Laws Committee and be approved by majority vote of the Executive Board, as well as the Association's Board of Directors. Any changes must comply with the Association's By- laws Process.

15. The League recognizes the importance of community volunteers to the success of the program. Thus, it is not a requirement of the League that Board members have a child playing in the league. Any Board member who does not have a child playing in the League shall be entitled to a vote on league matters.

16. Any operational board member may be removed by a majority vote, of the Executive Board. Any Executive Board member may be removed by a 66.67% vote of the combined Executive and Operational Board members.

17. Any league member with a formal complaint must document the complaint in writing, sign it, date it and submit it to any Board member. The complaint must be detailed, with a timeline of events and all witnesses identified. A complaint will be responded to in writing within 30 days. All incidents of ejections by any coach, player or parent shall be investigated by the Disciplinary Committee.

18. At his or her discretion, the President may call for an Executive Board vote or Executive and Operational board vote for any general league matter not mentioned herein.

19. For a division to be split into American and National Leagues, a minimum of 6 teams must exist in that division (8 teams or greater is the optimum number).

20. Inter Park play may apply to all divisions above Rookie if the number of participates is low.

ARTICLE VII PVAA ADVANCED BASEBALL

The League will make available an opportunity for youths to play Advanced Baseball for age groups of 6U and over.

Advanced Baseball Team & Coach Selection Process – make teams as competitive as possible by taking out as much subjective scoring as possible with player rankings and identify the most qualified coaches

Player Scoring

1. Scoring system based on measurable factors.
2. Players receive points for completing a skill successfully or not.
3. Subjective scoring of a max of +/- station. The subjective scoring system will vary by age group to focus on age appropriate skills.

Player Tryout/Selection Process

4. For Fall only, tryouts will be conducted after Thunder tryouts and before Rec evaluations.
5. Players are required to try out for every season.
6. Based on final scores the head coach, once selected, must select 7 out of the top 12 ranked players, to the A team. Remaining roster spots are at the Coaches discretion.
6. Once the A team is finalized, this process will follow for the B team if one exists.
 - o Special note: Priority for Rookie selections will be 8A, 7A, 8B1, 8B2)
7. Tryouts will be conducted by board members/commissioners who do not have players in that respective Division.
7. Parents that volunteered to be head coach will be invited onto the field to observe and take notes.
8. AB Players are not required to play Rec in the fall.
9. All players must play Rec in the spring to participate in AB/Allstars, per Babe Ruth/Cal Ripken rules.

Coach Selection Process

9. Anyone interested in coaching AB/Allstars will be asked to submit interest in coaching as well as their background of coaching (not limited to baseball), baseball knowledge and experience.
10. Coach's player must be ranked in the top 12- unless the returning head coach from the previous season has committed and is reviewed and approved by the Executive Board (with a Majority vote) if their player ranks outside the top 12.

The Selection panel discussed below must review returning Head Coaches requests to coach a team first before moving to the following process:

The final selection of coaches will be based on the following in no certain order:

- a) Player ranking
 - b) Coaches overall coaching background (PVAA, baseball, other sports)
 - c) Feedback from prior teams, surveys, and commissioners.
11. Final coaching decisions will be made by a 3-person panel of board members, selected by the President and approved by the board, who have no players in the respective Divisions.
12. Coaches will remain in effect for the baseball year (ex: Fall 2020/Spring 2021) unless a coach voluntarily steps down or there is a Board action. In this case, the following will occur:
- Previous candidates from the fall will be contacted to determine interest in being the head coach
 - An email will be sent to the PVAA Baseball parents notifying them of the coaching vacancy and requesting any other interest in being the age group head coach. A one-week window will be required from issuance of email.
 - 3-person panel will take into account head coaching interest, Fall tryout rankings, background and capability in selecting the new head coach. A ranking of the head coaches will occur in case the player does not finish ranked in the top 12 of an age group. All ranked head coaches will be invited to supervise tryouts.
 - If a player that was on the “B” team in the Fall and is selected to the “A” team in the spring, AND that players parent was the head coach, we will follow the same coach selection process that we did at the beginning of the Fall Season for the B team.

All Star Rosters

15. At the beginning of April all coaches will have the opportunity to make adjustments to the final roster change if there are players that have shown the ability and interest in playing All-stars for that year, that aren't already on an AB team.
16. Each Rec Head Coach will nominate players from their teams, that are not already on an AB team, to be considered for Allstars. Commissioners of their respective Divisions will partner with the AB Commissioner to manage this process to ensure this is done in a fair and timely manner.
17. Coaches will run a tryout of the current and nominated players for final selection to the All-star roster.

Advanced Baseball General Provisions

1. Recreational baseball always has priority over Advanced Baseball. Advanced Baseball teams cannot conflict in any way with games of Recreational baseball during the Recreational season.

2. A registration fee will be expected for participation on an Advanced Baseball team in the Fall only, when a player is not registered to play Rec. The registration fee will vary based on county fees, insurance, uniform costs, tournament fees, umpire fees, professional instruction.

3. All related Advanced Baseball team revenues and expenses must flow through the League's accounts. All Advanced Baseball teams must present the Treasurer with documentation of all funds spent. Each Advanced Baseball Head Coach shall keep a ledger of all donations and expenses that must be submitted to the Treasurer, and subject to audit.

4. Volunteer coaches cannot be paid for services.

5. Advanced Baseball coaches can hire professional instruction, such as hitting, fielding, or pitching instruction, for their Advanced Baseball team. Coaches should incorporate such training costs into the Advanced Baseball registration fee charged to players or through a special team assessment that is tracked through the team's ledger.

6. Advanced Baseball coaches make decisions on which tournaments and games to play in, at their discretion.

7. Player participation on an Advanced Baseball team does not result in automatic selection for an All-Star team.

8. Players who leave an Advanced Baseball team for whatever reason (removed from team, resignation, etc.) are still eligible for All-Star selection, provided they satisfy the All-Star eligibility requirements.

9. In the event there is no recreational league in a particular age group, the Advanced Baseball team can serve as the All-Star team for that age group, provided that all Cal Ripken/Babe Ruth By-Laws that govern the All-Star team selection process are satisfied.

ARTICLE VIII **PVAA TRAVEL BASEBALL**

The League will make available an opportunity for youths to play Travel Baseball for age groups of 9U and over.

PVAA Travel Baseball Committee

The PVAA board will form a PVAA Travel Baseball Committee to work as an overseeing body for PVAA Travel Baseball. PVAA Travel Baseball Committee can consist of 3, 5, or 7 members, depending on volunteer availability. All PVAA Travel Baseball Committee positions will be nominated by the PVAA President and approved by majority vote of PVAA Executive Board.

PVAA Travel Committee representation will include at a minimum:

1. **PVAA Travel Baseball Commissioner** serves as an Executive Board member on PVAA Baseball board and reports PVAA Travel Baseball updates at PVAA Baseball board meetings.

2. **PVAA Travel Baseball Communications Liaison** serves to record minutes at Travel Committee meetings that will be of public record. The

Communications Liaison is also responsible for sending out notices of special meetings relating to Travel Baseball, maintaining an official record of PVAA Travel League activities and reporting back to the PVAA Secretary. The PVAA Travel Committee Communications Liaison shall manage all communication to Travel league members (web and email communications including compiling team rosters, handling general communications, disseminating tryout dates, etc.). The PVAA Travel Baseball Communications Liaison will coordinate communications with the PVAA Secretary.

3. **PVAA Travel Baseball Financial Liaison** coordinates financial related matters with the PVAA Executive Board Treasurer. The Travel Baseball Financial Liaison works with PVAA Travel Baseball Coaches and the PVAA Travel Commissioner to develop a budget for routine PVAA Travel expenses such as monthly coaching fees, Travel Liaison fees, uniform fees, etc. and non-routine expenses such as umpire fees, tournament fees, team equipment fees, non-Babe Ruth/Cal Ripken association fees etc. The PVAA Travel Liaison will coordinate with the PVAA Treasurer to develop the player participation fees for the PVAA Travel League.

4. Additional PVAA Travel Committee members (up to 4 additional) would lend oversight to PVAA Travel Baseball Program to ensure full disclosure and integrity.

PVAA Travel Baseball Committee will provide oversight for the following:

1. Selecting and approving the Travel Baseball Liaison, Travel Baseball Head Coaches and Assistant Coaches

2. Travel Baseball tryouts and final player selection process.

3. Any issues brought forth that could lead to change in team roster, alteration in coaches' scope or potential dismissal of a player from a team.

4. Determination of Expenses and Compensation for PVAA Travel Liaison, PVAA Travel Baseball Head Coaches, PVAA Travel Baseball Assistant Coaches and fees to be covered by PVAA.

5. Authorization of PVAA Travel Baseball Team fundraising and apportionment of proceeds from such fundraisers.

6. Establishment of player costs and local player discount rates to participate in PVAA Travel Baseball.

Current PVAA Baseball Operational Board positions of Field/Facilities Committee and Equipment/Uniform Selection would absorb the same responsibilities under PVAA Travel Baseball.

PVAA Travel Baseball Liaison

The PVAA Travel Baseball Liaison is a position that will be selected by the approved PVAA Travel Baseball Committee and approved by majority vote of the PVAA Executive Board. The PVAA Travel Baseball Liaison and PVAA Travel Baseball Coaches are independent contractors.

Duties of Travel Baseball Liaison include, but are not limited to:

1. Attending PVAA Travel Committee meetings.

2. Overseeing the selection process of Head Coaches and Assistant Coaches for all Travel Baseball teams and conducting in-season and end-of-season Coaching Evaluations.
3. Communicating all PVAA Travel Committee review results, including disciplinary measures, to each Head Coach and team if necessary.
4. Responsible for conducting parent informational meetings upon team selection and providing oversight on season schedule (including practices, games, tournaments etc.)
5. Establishing the tryout dates and attending tryouts for all Travel Baseball teams under PVAA.
6. Reporting results of tryouts, season schedules, and parent informational meetings to PVAA Travel Baseball Committee.

The PVAA Travel Baseball Liaison and PVAA Travel Baseball Coaches can be dismissed, with or without cause, effective immediately following a majority vote of the PVAA Executive Board.

Travel Baseball Player Selection. Eligibility. and General Provisions

1. A player does not have to play Recreational Baseball to participate in PVAA Travel Baseball but will incur additional fees for the right to play under PVAA baseball, as detailed below.
2. Age requirements are the same as for Recreational Baseball and Advanced Baseball. A player is permitted to play in an older age group if selected by the coach of the team.
3. A Travel Baseball tryout will be held for each age group, for each eligible player, as long as there are coaches for that age group. The date(s) of the tryout(s) will be determined by the PVAA Travel Baseball Committee and advertised to the general public in the same manner as Recreational Baseball and Advanced Baseball.
4. The PVAA Travel Baseball teams will be selected by the Head Coach for each age group. PVAA Travel Baseball Liaison, in unison with the Head Coach, will oversee tryouts and report results to PVAA Travel Baseball Committee.
5. A coach may add players to the team after the initial team is selected. Players may be added with PVAA Board approval and each case will be reviewed individually.
6. A coach may conduct additional tryouts with PVAA Travel Baseball Committee approval.
7. No player may be cut from a PVAA Travel Baseball team for the sole purpose of adding another player.
8. Following Travel Baseball tryouts, if the Travel Baseball coaches determine there are enough players for multiple teams within one age group, additional Travel Baseball teams can be created for that age group. Attending tryouts does not guarantee selection to a Travel Baseball team, nor does the creation of multiple teams.

9. All related PVAA Travel teams' revenues and expenses must flow through the League's accounts. PVAA Travel teams, in coordination with the PVAA financial liaison must present the Treasurer with documentation of all funds spent. Each Travel Head Coach, in coordination with the Travel Financial Liaison, shall keep a ledger of all donations and expenses that must be submitted to the Treasurer, and subject to audit.

10. PVAA Travel Baseball player registration and monthly fees will be determined by the PVAA Travel Financial liaison and presented to the PVAA executive board for approval.

11. Players living within designated Ponte Vedra zip codes will receive a "Local Player" community discount.