



Central Youth Cal Ripken League Bylaws

Cal Ripken Division: ages 4- 12 years

Babe Ruth Division: *Not Offered*

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SECTION I – GENERAL INFORMATION

GENERAL

The purpose of these bylaws is to govern the Central Youth Cal Ripken League (hereinafter referred to as “CYCRL” or “the League”) and coordinate all activities necessary to provide a baseball league for boys and girls ages 4 through 12 years old within the Central Unified School District. This activity will be associated with and belong to the National Cal Ripken Association and abide by its established rules, except as amended. No amendments will be valid that will make any team or player ineligible from a sanctioned tournament.

ADOPTION

When adopted by a two-thirds (2/3) vote of the Leadership Committee, these bylaws will stand as the governing policy of the league. Any change, modification, or deletion of the adopted bylaws shall require two-thirds (2/3) vote of the Leadership Committee, which includes the duly elected board.

ANNUAL MEETINGS

The League shall hold an annual meeting each year in September. Members shall be notified at least 30 days prior to the date of the meeting. The purpose of this meeting is as follows:

1. Election of Officers and Coordinators;
2. Planning of the following year;
3. Committee appointments;
4. Annual Financial Report; and
5. Any other business that may come before the League.

MONTHLY MEETINGS

A meeting shall be held the second Thursday of each month to act on regular business of the League. This meeting is for information only. All suggestions are welcome but should be submitted in writing one week prior to the meeting to be placed on the agenda.

SECTION II - MEMBERSHIP

MEMBERSHIP

It is the goal of the League to build its membership, to provide strong leadership and support. With this goal in mind, the qualifications for membership are as follows:

1. 18 years of age or older
2. Lives or works within the boundaries of the Central Unified School District.
3. Lives and works outside of the Central Unified School District, provided they meet all other requirements and their membership is approved by two-thirds (2/3) vote of the Executive Board.
4. Must have coached within the last 2 years in CYCRL, have a child who has participated within the last 2 years in CYCRL, or has shown active interest in CYCRL by serving as a volunteer, attending meetings, or serving on the CYCRL board.

VOTING RIGHTS

Members must attend at least three (3) league meetings between October – September before voting for election of officers at the annual election meeting. One (1) excused absence is acceptable.

MEMBERSHIP VOTING

It is the intent of the League to encourage participation in the activities of the League. All members in good standing will be allowed to vote at regular monthly meetings if they have met the requirements of membership.

The following items shall not be open to a general vote and will be limited to the elected board:

1. Selection of Managers and Coaches
2. Bylaw Amendments
3. Election of Executive Director
4. Any other matter specified by the adoption Bylaws

ELECTION OF OFFICE

No person can stand for office or be elected to an office unless they are a member in good standing.

APPOINTMENTS

No person may accept a committee appointment or represent the League unless they are a member of the League in good standing and are subject to the bylaws, policies, and procedures of the League.

QUALIFICATIONS

Any member in good standing may be elected to an office or be appointed to serve on any standing or special committee.

SECTION III – EXECUTIVE BOARD AND ORGANIZATION

COMPOSITION OF THE EXECUTIVE BOARD

The number of officers of the League shall be four (4) or five (5): e.g., a President, Vice President, Secretary, Treasurer, and an Executive Director if elected. They shall be elected at the Annual Meeting in September and serve a term of two (2) years. They are accountable to the general membership for the administration of the League.

Nomination of officers shall occur during a 90-day open call for nominations, which shall be opened prior to the Annual Meeting in September.

QUALIFICATIONS

REQUIRED

Must be a voting member and attend (5) league meetings within the last two (2) years.

PREFERRED

Should submit a Statement of Interest to the Executive Board outlining personal interest and professional qualifications for the position desired.

EXECUTIVE BOARD

The Executive Board shall have the power to act on matters needing immediate attention that would not have a major impact on the League or violate a policy of bylaw. Areas of action and power are limited to:

1. Expenditures of \$1,000.00 or less (unbudgeted items)
2. Acceptance of tournament bids
3. Schedule changes
4. Other items of like nature
5. Removal of a coach without warning or suspension
6. Approval of nomination for executive, coordinator, or committee position if required qualifications are not met

MEMBERSHIP

Shall be met with four (4) members: President, Vice President, Secretary, and Treasurer.

TERM

Two (2) years; to start after the annual meeting.

DUTIES AND RESPONSIBILITIES

PRESIDENT

Shall provide leadership for the League. Shall represent the League in all league, district, and state functions. Shall preside over the Annual Meeting and Regular Meetings. Shall call special meetings as needed to properly run the League. Shall serve as an ad hoc member of all committees and look after the general welfare of the League. Shall appoint the members for committees to assist in the planning, administration, and policies of the League, rules, schedules, tournaments, draft expansions, and protests.

VICE PRESIDENT

Shall assist the President in their duties in all league, district, state functions. Shall be the liaison between Central Unified School District and CYCRL for all requests (e.g., field complaints, accessing school grounds, etc.). Shall be an active Member of the Leadership Committee. Shall assume the duties of the President in the President's absence.

SECRETARY

Shall be responsible for all correspondence of the League. Shall keep the minutes of all annual and regular monthly meetings. Shall serve on Leadership Committee. Chair of the Membership Committee and provide an update of all registrations. The secretary is also responsible for preparing all All-Stars binders for District and State Tournaments.

TREASURER

Prepare the budget and maintain all financial records of the League. Shall be responsible for arranging for sharing (access) of information with the President and Vice President for audit purposes. Shall use standard accounting software and reports as bills, receipt of all income, and all financial matters of the League. Shall give written reports at each regular meeting and a year-end report at the Annual Meeting. Shall serve on the Leadership Committee. The Treasurer is also responsible for coordinating insurance for the League. Must be bondable.

LEADERSHIP COMMITTEE

Shall consist of Four (4) executive board members, the Executive Director (if applicable), and Division Coordinators, and any interested individuals from the general membership. The Leadership Committee will meet monthly to conduct the business of

the League, and meetings will be open to the general membership at least 6 times per fiscal year. Its members shall abide by the policies and bylaws, serve on committees if appointed, and always act in the best interest of the League.

COORDINATORS

Term is one (1) year. Includes Division Coordinators (T-Ball, Rookies, Minors, Majors), Field Coordinator, Snack Bar Coordinator, Equipment Coordinator, and Fundraising Coordinator.

OPTIONS

The Treasurer position may be shared by the President and Vice President.

SECTION IV - COMMITTEES

COMMITTEES

The Executive Board will appoint members to serve on the committees listed herein. The names, functions, and composition of the standing committees are as follows:

RULES COMMITTEE

Shall review the rules and make recommendations for changes or exceptions. These rules would apply to regular season League play and would be changes from the published Babe Ruth Official and Regulations. Any change to the existing or amended rules would require 2/3 majority vote of the members of the Board.

MEMBERSHIP

Membership shall consist of the Vice President, Executive Director (if applicable), and the Division Coordinators. Additional members may be appointed at the President's discretion.

TERM

One year, to start after the Annual Meeting.

PROTEST COMMITTEE

Shall review all protest files in conjunction with regular season League games. Their decision is final and cannot be abdicated. They shall be available on call during the regular League season schedule.

MEMBERSHIP

Shall consist of the President, Executive Director (if applicable), and the Division Coordinators. Additional members may be appointed at the President's discretion.

TERM

One year, to start after the Annual Meeting.

FUNDRAISING COMMITTEE

Shall be responsible for fundraising and other promotional projects. They shall be members of the League who wish to help in this area. They will organize, and direct all promotions, membership drives, fundraisers, etc.

MEMBERSHIP

There may be a minimum of two members per team, all of which are volunteers. The Treasurer will chair the committee.

TERM

Shall be open to new members at any time during the fiscal year.

GROUNDS COMMITTEE

Shall be responsible for any new construction and grounds maintenance (including buildings and storage containers). They shall be members of the League who wish to participate in this area.

MEMBERSHIP

There may be a minimum of two members per team, all of which are volunteers, except that the treasurer will chair the committee.

TERM

Shall be open to new members at any time during the fiscal year.

FIELD DAY

On Field Day, all coaches (T-Ball through Majors) must attend to help prepare the fields for the upcoming season. If you are unable to attend or cannot provide a representative to show up on the scheduled day or days, you must contact the individual coordinator in advance. You will arrange with the coordinator what s/he would like you to do to fulfill your responsibilities as a coach. Failure to do so may result in implementation of escalating consequences on a case-by-case basis by the Executive Board (e.g.: extra shifts in snack bar, addition of other volunteer shifts), not excluding forfeiture of the team's first regular season game.

SECTION V – MANAGERS AND COACHES

MANAGERS/COACHES

All Managers will be voted in annually and shall require 2/3 vote of the Executive Board. Managers and coaches can be removed at any time per board discretion based on manager/coach conduct. Any Manager moving to another division shall require 2/3 vote of the Executive Board. Managers shall remain members of the League, so long as that person serves as a coach.

All managers and coaches must be certified and maintain a valid background check.

Coordinators of each division have jurisdiction over all managers. Managers report to their coordinators directly.

VACANCIES

When a vacancy occurs for a manager's position on any League team, that vacancy will be filled by Executive Board action. The Board shall make the vacancy known and attempt to attract as many qualified prospects as possible. Managers can only be on the roster for one CYCRL team. (If applying to be on more than one roster, it must be approved by the Executive Board.)

QUALIFICATIONS

An understanding of the fundamentals of baseball, sufficient time to schedule practices, and attend games. Must be able to attract coaching staff to assist in teaching and supervision. Responsible for recruiting a good sponsor for their team. Character and morals should set a good example for team members. Managers shall live within the Central Unified School District, unless the Board has granted prior special permission. All managers and coaches must retain coaching certification and valid background check.

SELECTION PROCESS

The most qualified candidate should always fill the vacancy. Prior coaching experience in our league should receive consideration when the qualifications of other candidates are similar.

WARNING/REMOVAL

Any Manager who fails to meet the standards set out for qualifications as a manager will receive a warning from the League President. The warning shall be written and clearly define the areas that need correction. If the areas in question, as listed below, are not corrected, the Manager is subject to the removal process.

1. Poor moral example of the team;
2. Lack of attention to his coaching duties;
3. Continued poor sportsmanship;
4. Abuse of players, coaches, umpires, parents, spectators, etc.; and/or
5. General conduct not in the best interest of the League.

MANAGER/COACH REQUIREMENTS

1. Each Manager/Coach will be responsible for conducting a minimum of eight (8) official team practices prior to the start of the League.
2. Each Manager/Coach is required to participate directly in a minimum of 50% of all league activities, including fundraisers, work projects, committee assignments, or any other activities sanctioned by the League.
3. An assistant coach dropped from the team roster must be reported to the Executive Board before they can be replaced on the team roster, and the reasons for replacement must be approved by Board action.
 - a. Official roster coaches are limited to one (1) Manager and two (2) assistant coaches. Roster coaches are subject to the same requirements as team managers.
4. Managers/Coaches are required to attend all regularly scheduled monthly meetings (Jan-May). If a manager is absent for more than two (2) consecutive meetings and of a total of three (3) meetings during the year, they are subject to disciplinary action, which can result in removal as a manager. Excused absences will not be counted against the Manager as long as they were reported to and cleared by the President and/or Vice President.
5. All Managers/Coaches are required to provide a sponsor for their team. If a sponsor is not obtained by a Major or Minor Manager, the consequences are as follows:
 - a. Your team will not be eligible for standings.
 - b. The Manager will not be eligible to coach an All-Star Team.
 - c. The Manager will not be eligible to coach the next league season.
6. All Managers/Coaches must complete an official application, complete a background check every two (2) years, and complete an abuse prevention screening course.
7. Failure to meet the above requirements may result in dismissal.
8. Any Manager from any division may apply for an All-Star Manager's position. (i.e.. Minor Manager may apply for the 11-year-old Major All-Star Manager).

SECTION VI - EQUIPMENT

EQUIPMENT

All Equipment shall be the property of the League. The care of the equipment is the responsibility of all members of the League.

1. Equipment includes the catcher's gear, a baseball only catcher's glove, bats, equipment bags, and batting helmets.
2. All gear will be marked with the team's name for inventory and identification purposes.
3. Any item needing replacement shall be reported to the Division coordinator.
4. Proper care and maintenance of the assigned equipment is the responsibility of the Manager.

Replacement of the equipment will be done on an annual basis using the following guidelines.

1. Equipment will be purchased from sources as determined by the Board of Directors.
2. Orders may be placed in December of each year to take advantage of the current year's prices and allow for ample time for delivery.

All equipment will be in the custody of the League until checked out by the Manager. The schedule for equipment is as follows:

1. Check out of equipment and balls at Annual Draft.
2. Check-in of equipment shall be checked in after the last scheduled league play game for T-Ball and Rookies. Minors and Majors shall be turned in at the end of playoff play.
3. No trophies will be distributed to any team if equipment is not turned in.

The League shall be responsible for storage of equipment in the off season. In addition, the League shall repair all equipment to maintain playable condition.

SECTION VII - SPONSORS

SPONSORS

A sponsor is a business, service organization, or individual that meets the following criteria:

1. Pays the Annual Fee.
2. Express interest to continue as a sponsor for the duration of a season.

Each team in the League is required to have an official sponsor. The purpose of the Sponsorship is to raise funds to support the League and provide involvement and

recognition for the businesses in the community who provide support. The Sponsor shall pay the sponsor's fee annually, and the Board of Directors shall determine the amount of the fee annually.

LIMITATIONS

A sponsor may not pick the coach of the team, interfere with the management of the team, or dictate or interfere with the Executive Board, Leadership Committee, or the League. Uniforms cannot have sponsorship located on any part of the uniform. Uniforms must be the League-provided tops and hats.

RIGHTS

A sponsor may:

1. Report an activity of a Manager, Coach or player not acting in the best interest of the league or team to the League President.
2. Associate with the team in the form of refreshments, parties, and other team activities with the Manager's approval.
3. Have rights to all public records, minutes, etc.

OWNERSHIP

The sponsor will not have ownership of any equipment, uniforms, or any other items. Likewise, the sponsor will not be asked to fund, provide, or supply any items related to the team. The sponsor's total financial obligation is covered by the sponsorship fee.

BENEFITS

The sponsor shall be entitled to yearly benefits from the League as determined by the Executive Board.

LIABILITY

A sponsor assumes no liability by acting as a team sponsor. There is no contracted relationship and no benefits except those stated in the above section. Likewise, there is no monetary or other liability connected with sponsorship. The relationship is one of a donation to a non-profit organization. The League shall cover sponsor liability and hold sponsors harmless through insurance as stated in Section IX: Insurance.

SECTION VIII – PATRONS AND BOOSTERS

PATRONS AND BOOSTERS

There are always businesses and individuals in the community who would support our League with donations if properly approached. The intent of the Patron and Booster program is to invite these potential supporters to participate in the League.

PATRON

Is defined as any club, business, association, or individual that donates \$100.00 or more to the League. A Patron donation includes a receipt of a tax-deductible donation, certificate, and recognition as a Patron Donor.

BOOSTER

Is defined as any business, club, association, or individual that donates \$25.00 or more to the League. A Booster donation includes a receipt of a tax-deductible donation, certificate, and recognition as a Patron Donor.

SECTION IX - INSURANCE

INSURANCE

The League shall pay for an insurance policy on an annual basis. The Board of Directors shall approve the carrier.

The policy must:

1. Meet the requirements of the National Babe Ruth Association.
2. Provide coverage for all participants in the program.
3. Be competitive in terms of the cost of other available coverage.

SECTION X – RECORD RETENTION

RECORD RETENTION

The League shall retain records for a period of seven (7) years.

SECTION XI – TEAM FORMATION

TEAM FORMATION RULES

It is the intent of CYCRL and Babe Ruth that all persons are given the same opportunity to participate in the program. It is not the policy of the program that teams within the league recruit only the more talented players to strengthen their teams.

Additionally, given the prominence of both recreational and travel ball opportunities in the League's area, it is expected that players and coaches will prioritize recreational league commitments ahead of any travel ball commitments that may arise.

TRYOUTS

The first step in the players draft will be in the Spring tryouts in February. Candidates between the ages of 8, 9 and 10 years for Minors, and 10, 11 and 12 years for Majors, who meet the age requirements for the League, shall be eligible for tryouts.

They must have been registered and fees paid in accordance with the registration timeline prior to tryout commencement. Notices of tryouts will be given at registration.

Each applicant should report to the check in table for identification badging based on age and number identification and report to the appropriate division tryout.

During the tryout, applicants will be given the opportunity to bat and field in the position of choice in competition of other players within their age division.

Careful observation and grading of all candidates will prove invaluable during Managers' selection of the draft. Any candidate failing to attend tryouts will be subject to selection at the end of the draft if not a saved player.

ELIGIBLE PLAYER LIST

A roster of eligible candidates will be made available prior to the draft. All Managers'/Coaches' saved players, in accordance to League Rules, will be omitted from the eligible players for selection. All players must go into the draft to be selected by a team. All players not available for tryouts will be placed in a blind draw. Same-day registration may occur, thus altering the list on the day of the draft.

SIBLINGS

A drafted player who has a sibling in the same division must be claimed by the same team if parent/guardian has requested it. That team will forfeit the next selection pick to compensate.

LEAGUE EXPANSION

In the case where a division wishes to expand the number of teams, it is to remain balanced. Expansion is based on the number of registered participants in a specified division and will be determined annually at the close of registration. All teams must have a minimum of 10 players.

ALL STARS

The League shall participate in tournaments approved by the Executive Board. All-Star tournament teams will consist of one team in each of the following divisions:

1. 12 years/70's
2. 11 years/70's
3. 10 years
4. 9 years
5. 8 years

The Executive Board will determine if additional teams are formed. The League will not sponsor or promote any other teams; these teams will be regarded as travel ball teams and have no affiliation with CYCRL. Given the prominence of both recreational and travel ball opportunities in the League's area, it is expected that players and coaches will prioritize All Star commitments ahead of any travel ball commitments that may arise.

To be eligible for an All-Star team, players must participate in at least 60% of regular season play. The Executive Board will provide special consideration for extenuating circumstances.

SECTION XII – PARENT INTERFERENCE

PARENT INTERFERENCE

It is the desire of the League that the Managers, and the League, maintain a good relationship with the parents of the players. To ensure this relationship, the following are adopted:

1. Active participation should not take part in practice unless invited to do so by Managers.
2. Discussions are not to interfere with practices or games and should never take place in the presence of the player.
3. Complaints shall first be presented to the Manager. If the complaint cannot be resolved, it shall progress in the following manner for resolution:
 - a. Division Coordinator
 - b. Vice President
 - c. President.
 - d. The only exception is when there is personal involvement by one of the League/team representatives.
4. Any parent interfering with Managers/coaching staff is to first be reported to the Division Coordinator. If necessary, the Division Coordinator will report to Board Vice President, if necessary, for disciplinary action.
5. Board Members, managers, coaches, umpires, players, and volunteers are not to be abused, threatened, or subjected to derogatory remarks by any spectator, including parents. Infractions are to be reported to an Executive Board Member.
6. All violations are to be investigated by the Executive Board and judgements will be decreed as follows:

- a. Parents who are deemed in violation by the Executive Board are given a warning and possible suspension based on the violation.
 - b. Second offenses are barred from all League activities, including but not limited to practices and games of the League. The player may also be dropped from the League and all League functions.
7. Coaches are bound by the same expectations as parents.

SECTION XIII – CODE OF CONDUCT

CODE OF CONDUCT

Players, coaches, and spectators are expected to understand that physical or verbal abuse of anyone will not be tolerated.

The League maintains a Code of Conduct that must be reviewed and signed by parents/guardians annually. It is the acknowledgement of defined acceptable behavior of fans and guests. Parents/Guardians are responsible for their guests in attendance.

Managers and coaches are also expected to follow the Code of Conduct. No abusive behavior toward players, umpires, volunteers, parents, or spectators will be tolerated. If an infraction occurs, the umpire will dismiss the coach from the game. The coach will then have to appear to the Executive Board to discuss the situation and the changes or disciplinary action deemed appropriate.