

UNITED GIRLS SOFTBALL ASSOCIATION CONSTITUTION, BYLAWS, PLAYING RULES

PART 1- CONSTITUTION

ARTICLE I ORGANIZATION

1. The name of the organization shall be UNITED GIRLS SOFTBALL ASSOCIATION hereinafter referred to as "UGSA"
2. The organization may by a vote of the membership body change its name.

ARTICLE II PURPOSES

1. The purpose of UGSA is to establish an organized softball organization with the ultimate objective of social, physical, mental and moral development of girls aged 7 – 18. A program that promotes friendly competition with the goal of educating players about sportsmanship, teamwork, fellowship, courtesy, discipline and integrity shall be developed and implemented.

2. Winning shall be secondary to the development of good sportsmanship

ARTICLE III AFFILIATION

The UGSA has no affiliations with any town or government of any town. We are an independent league operated by a Board and Trustees.

ARTICLE IV MEMBERSHIP

1. Membership in UGSA shall be open to towns and organizations within the Southern New Jersey area that provide a valid medial insurance coverage certificate. All applications for membership must be submitted to UGSA no later than February 28th of each year and approved by the Board of Trustees. Each town or organization becomes one voting member of UGSA.
2. Any person of good character over the age of 18 shall be eligible for league membership as described in the by-laws.

ARTICLE V MEETINGS

The annual membership meeting of UGSA shall be held on the 2nd Tuesday of February each and every year except if such day is a legal holiday, then and in that event, the Board of Trustees shall fix the day but it shall not be more than two weeks from the date fixed by these By-Laws.

The Secretary shall cause to be mailed or e-mailed a notice telling the time and place of such annual meeting to every UGSA member in good standing.

Regular meetings of UGSA shall be held at a location the Board of Trustees shall designate.

The presence of not less than fifty-one (51%) percent of the members shall constitute a quorum and shall be necessary to conduct the business of UGSA; but a lesser percentage may adjourn the meeting for a period of not more than two weeks from the date scheduled by these By-Laws and the secretary shall

cause a notice of this scheduled meeting to be sent to all those members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

Special meetings of UGSA may be called by the president when he/she deems it for the best interest of the organization. Notices of such meeting shall be mailed to all members at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called. At the request of sixty (60%) percent of the members of the Board of Trustees or sixty (60%) percent of the membership of UGSA, the president shall cause a special meeting to be called but such request must be made in writing at least ten (10) days before the requested scheduled date.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

ARTICLE VI PLAYER PARTICIPATION

Any child meeting the age requirements of their age specific division shall be eligible to participate in the UGSA. At minimum age appropriate first and as deemed in our general rules.

ARTICLE VII VOTING

At all meetings votes may be cast by voice or show of hands.

ARTICLE VIII ORDER OF BUSINESS

1. Roll Call.
2. Reading of the Minutes of the preceding meeting.
3. Reports of Committees.
4. Reports of Officers.
5. Old and Unfinished Business.
6. New Business.
7. Adjournments.

ARTICLE IX GOVERNING BODY

The business of UGSA shall be managed by a Board of Directors (BOD) consisting of President, Vice President, Treasurer, Secretary, League Advisor and Web Site Administrator, together with the trustees of UGSA. All of the trustees elected shall be a resident of the State of New Jersey and a citizen of the United States.

Combined together herein they will be the Board of Trustees

The trustees to be chosen for the ensuing year shall be chosen at the annual meeting of UGSA as designated by the Board of Directors in the same manner and style as the officers of UGSA and they shall serve for a term of one year. If they want to continue on as trustee, that must be done in writing to the BOD at the end of their yearly term. Their terms will not automatically continue on to the following year.

The Board of trustees constitutes all division commissioners, umpire in chief, tournament director and any head of a committee if any designated by the President.

The Board of Directors shall have the control and management of the affairs and business of UGSA. Such Board of Trustees shall only act in the name of UGSA when it shall be regularly convened after due notice to all the directors of such meeting.

Sixty (60%) percent of the members of the Board of Trustees shall constitute a quorum.

Each trustee shall have one vote and such voting may not be done by proxy. The BOD will have discretion on all voting situations- **except playing rules and requirements, code of conduct violations.** Those must include all members of the board.

The Board of Trustees may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

Vacancies in the Board of Trustees shall be filled by a vote of the majority of the remaining members of the Board of Trustees for the balance of the year.

The President of UGSA by virtue of his office shall be Chairman of the Board of Trustees.

The Board of Trustees shall select from one of their members a secretary.

A trustee may be removed when sufficient cause exists for such removal. The Board of Trustees may entertain charges against any trustee. The Board of Trustees shall adopt such rules for a hearing as it may in its discretion consider necessary for the best interests of UGSA.

- A Board vote of 60% will constitute the removal of a Trustee or Board Member for cause. Cause must be submitted in writing in advance.

ARTICLE X OFFICERS

The Board of Directors of the UGSA shall be as follows:

President:

Vice President:

Secretary:

Treasurer:

League Advisor:

Web Site Administrator:

The President shall preside at all membership meetings. He/she shall by virtue of his office be Chairman of the Board of Trustees. He/she shall present at each annual meeting of UGSA an annual report of the work of the organization. He/she shall appoint all committees, temporary or permanent. He/she shall see all books, reports and certificates required by law are properly kept or filed. He/she shall be one of the officers who may sign the checks or drafts of the organization. He/she shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

The Vice President shall in the event of the absence or inability of the President to exercise his/her office become acting president of UGSA with all the rights, privileges and powers as if he/she had been the duly elected president.

The Secretary shall keep the minutes and records of UGSA in appropriate books. It shall be his/her duty to file any certificate required by any statute, federal or state. He/she shall give and serve all notices to members of UGSA. He/she shall be the official custodian of the records and seal of UGSA. He/she may be one of the officers required to sign the checks and drafts of UGSA. He/she shall present to the membership at any meetings any communication addressed to him/her as Secretary of UGSA. He/she shall submit to the Board of Trustees any communication which shall be addressed to him/her as Secretary of UGSA. He/she shall attend to all correspondence of UGSA and shall exercise all duties incident to the office of Secretary.

The Treasurer shall have the care and custody of all monies belonging to UGSA and shall be solely responsible for such monies or securities of the organization. He/she shall cause to be deposited in a business bank or trust company all monies received by UGSA. He/she must be one of the officers who shall sign checks or drafts of UGSA. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. He/she shall render at stated periods as the Board of Trustees shall determine a written account of the finances of UGSA and such report shall be physically

affixed to the minutes of the Board of Trustees of such meeting. He/she shall exercise all duties incident to the office of Treasurer.

The League advisor shall be a past President. This person shall use his/her experience to provide advice to the Board of Directors and trustees in the best interests of the league.

Web Site Administrator Shall be responsible for maintaining the UGSA web page with all information regarding the league, its announcements, games, tournaments and documents.

Officers shall by virtue of their office be members of the Board of Directors alone and Board of Trustees including the commissioners of each division and any head of committee designated by the President.

No officer shall for reason of his office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director from receiving any compensation from UGSA for duties other than as a trustee or officer.

Trustees shall be limited to 4-6 individuals based on need. Need will be defined by the President.

All Board of Directors and Trustees must attend at least 2/3 of all events in a calendar year. Events include, but are not limited to, meetings, tournament days, and rec playoff days.

ARTICLE XI COMMITTEES

All committees of UGSA shall be appointed by the Board of Trustees with the approval of the President and their term of office shall be for a period of one year or less if sooner terminated by the action of the Board of Trustees.

ARTICLE XII AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than sixty (60%) percent of the members.

ARTICLE XIII DISSOLUTION

Upon the dissolution of the League, its assets remaining after payment or provision for payment or all debts and liabilities of this association shall be distributed to a organization that deals with children as seen fit by the Board of Directors as a whole and the vote must be unanimous. The distribution must be made to another non-profit or foundation with has established its tax exempt status under the section 501 ©(3) of the IRS.

ARTICLE XIV PLAYING SCHEDULES

1. All schedules will be set at the time of completion on the website. All managers will get no more than 48 hours upon the receipt of the email from the scheduler to check their games and report back to the scheduler via email about any discrepancies
2. Any discrepancy found after allotted time (48 hrs) which results in a alteration in the schedule shall result in a fine to be paid before playoffs begin for the Spring season and before that specific town is allowed to schedule for the fall season
3. 2 non- weather- related changes are given at the start of the season, after such allotment, there is a \$25 fine for each game changed. Same day changes such as location, time do not accrue fines.

ARTICLE XV PLAYOFFS

1. All Playoff dates and locations will be decided by the Board of trustees and be announced by email, at meetings and on our website. The BOT has the right to alter or change format and locations.
2. All outside league approved tournament games to be used as *played games* for our league standings must be declared at the time said Tournament is played. The BOT will not accept any score for a game not designated and approved by their division commissioner. These requests need to be in the form of an email.

ARTICLE XVI TOURNAMENTS

All UGSA tournament formats and locations will be set forth by the BOT.

ARTICLE XVIII CONDUCT, PLAYING RULES AND REQUIREMENTS

All UGSA playing rules and requirements are set forth below.

Sec. 1.- Conduct

All managers and coaches are responsible for their own conduct as well as that of their players, parents and fans. UGSA will provide a Code of Conduct guideline for all coaches, players, parents and fans. A team will be penalized for behavior and actions by its coaches, players, parents and fans that is not consistent with the UGSA Code of Conduct. Umpires have the right to take whatever action is necessary to uphold the integrity of the game and league. UGSA will review improper conduct and impose penalties and/or sanctions as needed.

Sec. 2.- Playing Requirements

A. All players must have a common uniform, including a shirt with numbers. No player can wear a school uniform or any other uniform that does not match that of her UGSA team. Metal cleats are not permitted.

B. Managers can option to bat all players on the team. 8U, 10U and 12U Division teams have option to field 10 defensive players. If a team starts with 10 players, it must end with 10 players. The 10th player cannot be an infielder.

C. A minimum of 8 players is needed to play an official game. A forfeit will occur when there are 7 or less players. A team may not finish a game with less than 8 players.

D. A substitute player may be used if agreed upon by the opposing manager if an injury or illness occurs during the game. If a player is removed for one of these reasons that player's batting position is skipped in the lineup and will not be ruled an automatic out. Any player scheduled to arrive late or one that needs to leave early must be identified and announced no later than at ground rules prior to game start. The late arriving player will be inserted at bottom of the lineup. A late arriving player not identified at ground rules will result in the

disqualification of that player and an out will be recorded for each time that player is scheduled to bat during the game.

E. Each game will be played with a new ball and another ball in good condition supplied by the home team. A 12" fluorescent with a .47 C.O.R rating will be used in all divisions with the exception of the 8U and 10U divisions that will use an 11" ball.

F. Field dimensions are to be in accordance with PONY guidelines.

G. All batters and base runners must wear helmets with chinstraps. Protective gear including catcher's gear must be NOCSAE stamped and approved. Any player removing her helmet while on base or in the field of play will be called out. Helmets must stay on until the player enters the dugout.

H. All catchers must wear catcher's helmet with throat guards or hockey style helmets with extended throat protection.

I. Under no circumstances may any player (coaches/managers excluded) warm up a pitcher without protective headgear that includes throat protection.

J. All batting lineups must be recorded in each team's record books indicating player's **first name, last name, and jersey number. Nicknames are NOT acceptable.**

K. Lineup cards must be filled out for umpire and opposing team prior to game start.

L. Only the **manager or acting manager** (designated at ground rules) is permitted to question the umpire on any rule interpretation or judgment call. Umpire calls involving balls, strikes, fair/foul balls, safe/out, etc. are not to be questioned whatsoever. Excessive questioning will result in automatic ejection at umpire's discretion of any manager, player, or fan in attendance at the game. Any protest to the umpire must be made before the next pitched ball. Ejections resulting from excessive questioning of balls as stated above will not be a appealable offense and sanctions will stand as stated on code of conduct.

M. All games are subject to video recording and the league is authorized to use/release said recordings for whatever purposes the league deems appropriate.

Sec. 3. Legal Players

A. Age Brackets. Player's age determined as of January 1st for the season to be played.

8U Division 10U Division 12U Division 14U Division High School Division

B. All teams must submit a player roster before season starts on forms supplied by UGSA.

C. All teams must have a roster comprised of players living within the team's **hometown drawing district**. The hometown drawing district can include players enrolled at a public or private school within that drawing district. Teams or organizations that overlap district boundaries **must** apply to the board for approval of players residing in intersecting districts.

All teams must represent a **hometown drawing district**, as defined in Sec. 3, Article C. Teams may apply for a re-districting of their "hometown" once every three years if necessary.

In the event that two teams consider the same district as their own, the team with the longest continuously running charter in that district shall be considered the hometown drawing district team.

D. Up to 4 “accepted” players are permitted on any team in 10U, 12U, and 14U divisions.

An “accepted” player must be clearly identified on the team roster form. An “accepted” player shall be defined as:

- i A player not considered part of a team’s hometown drawing district even if that player has been on a team outside her hometown drawing district in the past.
- ii A “B” level tournament enrolled player

E. “A” level tournament enrolled players are **not permitted** on any team in 8U, 10U, 12U or 14U. Any “B” or “C” level player who competes in three (3) “A” level tournaments within a calendar year will be considered an “A” level tournament player

F. “B” level players are not permitted on any Freedom division team

G. HS Division Only Player Eligibility

- i An “A” level player may play for her hometown team and will not count as an accepted player. “A” level players may not play on any other roster or for any other town regardless of where she attends school.
- ii Any “B” or “C” level player does not count as an accepted player provided she is playing the hometown she resides in or in the town where the high school she attends is located.
- iii Up to 3 players outside of hometown drawing district are permitted on a HS team provided their hometown doesn’t have a team. This must be board approved

H. No “accepted” players are permitted on a Freedom team. A team may apply for special consideration to appeal this rule pertaining to their team. There are certain requirements that will have to be met in order to be voted upon.

I. A player enrolled on a Liberty team may not play on another Liberty or a Freedom team within the same age division. However, a Freedom player may **guest** play on a Liberty team provided she is also listed on that roster prior to season commencement. Upon playing in the fifth (5th) game that player will be permanently rostered on the Liberty team and may not play back on the Freedom team. This must be brought to your Commissioner’s attention prior to the games in which she is to play.

J. A player may play on only one team within the same age division. However, a player may guest play on a Freedom or Liberty team in a higher age division for four (4) games providing she is on the roster at the start of the season. Upon the start of the (5th) game that player will be permanently rostered on that team in the higher age division and is not permitted to play on lower age division. This must be brought to your Commissioners attention prior to the start of the games the player is playing.

K. A team roster may have no more than 16 players including substitute players for that

season. Any additions to your roster after it has been submitted to UGSA must be board approved.

L. A final roster date will be before your 4th game your roster will be locked. Once the final roster date is reached the team roster cannot be changed or amended.

M. Any team participating in a game with a player not considered legal within UGSA by-laws will be subject to manager, coach, and/or team ejection from the UGSA.

N. ALL PLAYERS in every division must play at least 50% of regular season games to be eligible for playoffs

Sec.4.- Duration of Game

A. Game time start will be noted on all schedules. Rosters must be exchanged along with lineup cards to umpire no later than 10 minutes before game start. If the field is not ready for play 31 minutes after scheduled game start time the game can be rescheduled or played if both parties agree. A forfeit will be recorded if a team with a minimum of 8 players does not arrive within 30 minutes after a scheduled game start. Provided there are at least 8

players, umpire, and coach/adult the game will start no later than 30 minutes after its scheduled start time.

B. Games stopped due to rain or darkness and that have gone for at least 1 complete inning, but less than 5 innings (4 and ½ innings if home team is winning) will be considered incomplete and will resume play from the suspension until completed on a rescheduled date. Lightning strike rule is in effect. Visual lightning strike will delay game for 30 minutes. Umpire will stop play and relay procedures for clearing the field of play. Each lightning strike will restart the clock at 30 minutes until umpire gives the all clear. This is a NJ state rule and must be followed.

C. Games will have a duration of 7 innings in the 12, 14U and High School divisions. The 8U and 10U divisions will play 6 innings. No new inning may commence after 1 hour and 45 minutes has elapsed following game start time. A new inning commences when the third out is called at the bottom half of any inning. There will be an additional 15 minutes for unusual delays (e.g. rain, lightning, injury, etc.). Games played under lights must end no later than 10:50 pm.

D. In the event a scheduled umpire is 31 minutes late from game start time, the game can be rescheduled or if both managers agree a substitute umpire may be inserted.

E. Any game that ends due to time limit will be considered an official game with the score recorded as of the last full inning completed, no matter how many innings have been played.

F. Time permitting, tie games may continue for a maximum of 2 innings until a winner is declared. In the event time has still not elapsed after 2 extra innings have been completed the next and subsequent innings will be played under International Tie-Breaker rules until a winner is declared. Regular season games can end in a tie although all post-season games will be played until a winner is declared.

G. Managers must encourage their players to move quickly on and off the field between innings so as not to delay the game. Pitchers will be permitted 5 warm-up pitches between innings.

H. Any sight of lightning will stop play immediately and all player and coaches shall remove themselves from the field and to safety. The game will be considered suspended at that point and not continued until the umpire decides it is safe to resume play.

I. All post-season games will be played to completion of innings with no time limit limitation. Tie- breaker rules will also apply.

Sec.5.-. Playing Rules

A. The U8 division will be coach pitch and follow Freedom rules and guidelines.

B. U10 Freedom will have Modified Coach Pitch.

(1) If the pitch count gets to 4 balls on a batter a coach from the batter's team may deliver up to 3 additional pitches. If the batter does not put the ball into play after 3 coach pitches the batter is out. If the batter fouls off the 3rd pitch the batter can receive another pitch. Batter can continue batting if she continues to foul off pitches.

(2) Pitcher must remain in the pitchers circle on either side of the coach or behind the coach in order to field any hit balls.

(3) The current strike count on the batter remains the same when the coach takes over to pitch. Umpires will not call balls and strikes on any pitch from the coach. However, if the batter swings and misses a coach's pitch it will be a strike.

(4) There are no walks in Modified Coach Pitch.

(5) If the coach touches a batted ball while pitching the ball will be ruled dead. All runners will to their previous bases and the batter will receive another pitch.

(6) Coaches must not encourage players to wait until the coach takes over to pitch before swinging at pitches.

(7) No stealing or bunting is allowed while a coach is pitching.

(8) 10U Freedom Playoffs & Championship games will be player pitch

C. Infield fly rule is used in 12U, 14U and High School divisions only.

D. Stealing of any base is permitted in all divisions except 8U. In addition, 10U Liberty and Freedom divisions cannot advance to home plate unless on a batted ball, bases loaded walk, or hit by pitch. There are no continuous walks in the 8U or 10U divisions.

E. Base runners may not leave the base until ball is released from pitchers hand. Runners leaving a base before the ball is released from the pitcher's hand will be called out. Once the ball is put into play after being pitched it is considered a live ball and runners can advance until the pitcher receives and secures the ball within the pitching circle.

F. Drop third strike applies to all divisions except 8U and 10U.

G. An offensive player may not collide with a defensive player who has the ball in her possession or is waiting to make a play (e.g. catch, tag, throw, or force out). Any offensive player who, in the judgment of the umpire, collides with a defensive player waiting to make a play will be called out. Any offensive player that maliciously and intentionally runs in to a

defensive player waiting to make a play will be ejected from the game and will be subject to the procedures of the UGSA by laws.

H. A courtesy runner with two outs (or 4 runs scored during a 5 run limit inning) in an inning is optional for pitcher on base and **mandatory for a catcher on base**. The courtesy runner shall be determined as the player who made the last recorded out.

I. Free substitution is permitted in all division. However, all re-entries must be inserted into their original slot in the batting order. A starter or substitute player may be re-entered only once in the lineup. DP FLEX player must be in 10th spot in lineup card and scorebook. It must be decided at ground rules if DP FLEX will be used.

J. A team will be permitted 3 defensive conferences per seven innings. On the 3rd conference the pitcher must be removed and replaced for the remainder of the game. There is one additional defensive conference permitted for each extra inning played. Changing pitchers is not considered a defensive conference.

K. A team will be permitted only one offensive conference per inning.

L. Fake tags (in order to deceive the runner) are not permitted and are considered unsportsmanlike conduct. Player and manager will be subject to ejection from game.

M. All base runners are bound under the obstruction rule.

N. Any player or manager that intentionally throws a batter any other equipment is subject to ejection. First offense-team warning, thereafter players will be called out by umpire.

O. Slide or Veer is in effect during all plays at any base. This must be brought up at ground rules and will serve as your first warning, the second can result in player ejection. Players are expected to be knowledgeable and versed on how to properly slide or veer.

P. Bunting is permitted in all divisions. Fake-Bunt-Slap is not permitted in 8U or 10U division. Penalty for 1st offense is a warning. On 2nd offense player will be called out. No bunting is allowed in 10U Freedom while the coach is pitching.

Q. Slap hitting is allowed in 12U, 14U and HS divisions.

Sec. 6.- Runs and Scores.

A. There is a limit of 5 runs per inning or 3 outs whichever comes first

B. Last inning is unlimited when declared by umpire.

C. Mercy Rule: A team ahead by 10 or more runs after the 5th inning (4 ½ innings if home team is ahead) will be declared winner.

Sec. 7.- Pitching Regulations

A. Only windmill or sling shot style pitching will be permitted. Pitched ball must be made by underhand delivery.

B. Pitcher must have pivot foot in contact with the ground at all times up to and including ball release.

C. A pitcher can hit no more than 3 batters in one inning or a maximum of 5 batters for the entire game. Pitcher must be immediately replaced after hitting the 4th batter in an inning or 6th batter during the game.

D. For safety reasons there will be no pitching, fielding, or hitting activity in the live ball areas in the field during ground rules or pre-game meeting between umpire and managers.

E. 14U and High School division pitching distance is 43' feet.

Sec.8.- Game rescheduling.

A. Rescheduling must be done within guidelines established by UGSA. Managers must contact opposing team within 48 hours to reschedule.

B. All game changes must be presented to and approved by the division commissioner. Umpire cancellations and game re-scheduling will be the responsibility of the team manager. All contacts will be forwarded to the umpire and chief of UGSA.

C. Season start and ending dates will be announced at the managers meetings. For spring seasons, ALL games must be completed by deadline in order to be seeded properly. Any game cancellation due to weather related conditions must have a new makeup date given to the UGSA **no later than 48hrs after cancellation was made.** The schedule@ugsasoftball.com email MUST be contacted only after the final game date/time has been established. If an umpire arrives at a game that was not cancelled the team responsible for cancelling will pay the total umpire fee. Games not played by the dates given will be forfeited.

D. Once a game schedule has been entered into the system a team will have 48 hours to double check and make sure all game days, times, locations are correct. Following this the schedule will be considered FINAL. A \$25 fee will be charged for any changes made after the final schedule is established. Any and all changes must be sent to both schedule@ugsasoftball.com and the current President.

E. ALL fines must be paid prior to playoffs, if fines aren't paid, the team will not be seeded and a forfeit will be awarded. For fall, the fines that occur would have to be paid before the next season in which you are applying to play.

F. Games changes must be in the following format or they will not be recorded;

Age division, home team/away team, original date/time/location and change(s) to be made

G. Game day cancellations. Head coach MUST contact UIC by text, call or email as well as send email to appropriate addresses with the proper information. Failure to do so will result in team being responsible for payment to umpire that shows up for the game.

H. Scores- During spring season scores are to be sent to scores@ugsasoftball.com and must be sent within 48 hours. If a score isn't received, then a 1-1 tie will be entered. If a team wants this changed to the actual score a \$25 fee will be charged.. The score must be reported properly (.ie. divisions, teams, time) or it will not be recorded. During fall season reporting of game scores is not required because there are no playoffs. However, they can

be reported if desired. **THE WINNING TEAM IS RESPONSIBLE FOR REPORTING THE SCORE**