

# CONSTITUTION AND BY-LAWS

## FOR

### **EDGEWOOD GIRLS SOFTBALL LEAGUE**

As amended November 17, 2025

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## ARTICLE I - NAME

The name of the association will be “Edgewood Girls Softball League, Inc.”

## ARTICLE II - PURPOSE

The goal of this association shall be to develop a non-profit softball league and to contribute to the growth of the young participants under the supervision and direction of men and women, whereby the participants will receive the best coaching, equipment, officiating, protection and playing fields that can be provided.

## ARTICLE III - MEMBERSHIP

Section 1 - Membership is open to any person at least twenty one (21) years of age or any senior player who graduated from the league who is interested in promoting the game of softball.

Section 2 - All new members must submit an entrance form to the Executive Board for their review and recommendation. The application will be submitted by the Executive Board to the general membership for its approval and a vote will be taken at the following monthly meeting. All candidates must be approved by a two-thirds (2/3) majority vote of the eligible voting members who were in attendance at the prior meeting. Vote will be by secret ballot and applicant will remain after the meeting to get results.

Section 3 - If a need arises whereby a vacancy must be filled on a team before the next monthly meeting and the recommendation of the Executive Board is approval of the candidate, the President may temporarily appoint the candidate to the open position until so voted upon at the next monthly meeting.

Section 4 - Any member who attends at least five (5) meetings in a calendar year will have voting privileges. All others will be considered as auxiliary members with no voting rights. Member will be notified in writing by Corresponding Secretary.

Section 5 - To maintain auxiliary status, member must attend three (3) meetings in a calendar year. Failure to attend required meetings shall result in termination of league membership. Individual will be notified in writing by Corresponding Secretary.

#### ARTICLE IV - OFFICERS

Section 1 - The officers of this organization shall be a President, Vice President, Recording Secretary, Treasurer, Purchasing Agent & Corresponding Secretary. They shall serve until their successors have been duly elected. The Executive Board shall consist of the above named officers.

Section 1A - Any member of the Executive Board who misses three (3) consecutive monthly meetings shall be subject to an Executive Board review for dismissal of their position.

Section 2 - All terms will be for one (1) year.

Section 3 - Nominations shall be held at the June meeting.

Section 3A - Notice of the nominated slate candidates shall be provided to members eligible to vote thirty (30) days prior to August meeting

Section 4 - Elections shall be held at the August meeting.

Section 4A - Elections shall be held by secret ballot. A majority vote of members in good standing present in person or by proxy shall be sufficient to elect an individual into office.

Section 5 - All officers will begin their term as of the October meeting.

## ARTICLE V - DUTIES OF OFFICERS

Section 1 - PRESIDENT or CO-PRESIDENTS - Shall preside at all meetings, shall support all committees and shall perform all duties which usually pertain to such an office. The President or Co-Presidents shall be the official spokesperson(s) for the league and the liaison between the league and the political governmental and media agencies. The President or Co-Presidents shall temporarily appoint any other elected or appointed official whenever a vacancy, either temporary or permanent occurs.

Section 2 - VICE PRESIDENT - shall perform, in the absence of the President, all duties usually designated to the President. The Vice President shall oversee and supervise the fund raising activities, as well as handle the public relations for the league.

Section 3 - RECORDING SECRETARY - shall keep minutes of all membership and Executive Board meetings and have custody of the records and minutes of the organization. He/She shall be responsible for tabulating attendance sheets for the monthly meetings for the purpose of determining voter eligibility.

Section 4 - TREASURER - shall have the responsibility for the custody of all the funds of the organization and pay all the bills upon the approval of the Executive Board. The Treasurer shall maintain a record of all receipts and expenditures and submit monthly and annual reports.

Section 5 - PURCHASING AGENT - shall be responsible for the purchase of required equipment, supplies, and awards for the proper operation of the league, subject to budget provisions.

Section 6 - CORRESPONDING SECRETARY - shall be responsible for the leagues outgoing correspondence.

## ARTICLE VI - QUORUMS

A quorum necessary for conducting a league meeting shall consist of twelve (12) league members with representation from six (6) separate teams.

## ARTICLE VII – MEETINGS

Section 1 - Regular meetings shall be held monthly, October through September (with the exception of July) at a regular date, time and place specified by the President. We will hold a meeting in September prior to the annual banquet, therefore, the banquet will not count as a September meeting. The December meeting may be cancelled at the discretion of the President. Special meeting may be called by the President, or a majority vote of the Executive Board, as required, provided members have three (3) days verbal notice.

Section 1A - The order of business at the regular monthly meetings is as follows:

A – CALL TO ORDER

B – MINUTES OF LAST MEETING

C – TREASURER’S REPORT

D – COMMITTEE REPORTS

E – OLD BUSINESS

F – NEW BUSINESS

G – ADJOURNMENT

Section 2 - Parliamentary Authority: The rules contained in the current edition of Robert’s Rules Of Order newly revised shall govern the league in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the league may adopt.

## ARTICLE VIII – SPONSORSHIP

Section 1 - A team(s) may be sponsored by a business, organization, or individual.

Section 2 - Sponsorship fee is to be established each year.

Section 3 - Sponsorship fee must be submitted to the league treasurer before the start of the forthcoming season.

Section 4 - A sponsor may in no way inhibit, pressure or dictate as to the operation of the sponsored team.

#### ARTICLE IX – LEAGUE EXPENSES

Section 1 - All income and expenses for the league or league related activities are to go through the league treasury.

Section 2 - All expenditures are to be approved by the Executive Board. The only exception will be made in case of emergency – the President may spend up to \$250.00.

Section 3 - Checks are to be signed by the treasurer and/or the President.

#### ARTICLE X – COMMITTEES

Section 1 - The President shall appoint all necessary committees. A chairperson for each committee shall also be selected to oversee its progress. The Chairperson shall be responsible to the Executive Board.

Section 1A - Sponsor Committee: Shall be formed no later than December. This committee shall solicit existing sponsors and actively search for new ones as needed. The Vice President will automatically chair this committee.

Section 1B - Fund Raising Committee: Shall be formed no later than December. The Vice President will be Chairperson of this committee.

Section 1C - Concession Stand Committee: Shall be formed no later than January. The responsibilities of its members is to perform the daily activities associated with its operation. A Concession Stand Director shall be appointed by the

President. The Director will be responsible for the schedule of its members and to ensure that the stand is properly stocked at all times for proper business operation.

Section 1D - Field Maintenance Committee: Shall be formed no later than February. This committee shall consist of at least six (6) persons. A Field Coordinator will be appointed by the President to direct & schedule the every day upkeep of the playing fields.

Section 1E - Event Committee: Shall be formed no later than May, to establish and manage all events held by Edgewood Girls Softball League. The President shall chair this committee.

#### ARTICLE XI – COACHES & MANAGERS

Section 1A - When a head coach position becomes available on an existing team, the President shall announce this opening before the general assembly in a timely manner. The President will accept letters of interest up until the January monthly meeting and will make a decision on said position by the February meeting.

Section 1B - If a head coach position becomes available after the February, through the addition of a new or during a season, when a timely decision must be made, the President will do his(her) best to fill said position

Section 2 - Each team will have a coach and a manager assigned to it, one (1) of which must be a female.

Section 2A - No team shall have more than one (1) assistant coach and one (1) assistant manager.

Section 2B - Any person who is a coach must be at least twenty one (21) years of age.

Section 2C - Any person who is a manager must be at least twenty one (21) years of age or have been a CMIT.

Section 2D - Any person who is an assistant coach/manager must be at least twenty one (21) years of age or have been a CMIT.

Section 3 - Only league members can fill in for coaches/asst. and manager/asst. in their absence.

Section 4 - Coach/asst., manager/asst. and CMIT's serving their first season in that capacity shall be considered probationary.

Section 4A - During the probationary period, the Executive Board will observe probationers in the performance of their duties; offer counseling, encouragement, constructive criticism, etc...

Section 4B - The Executive Board will decide whether a probationer will return as coach/asst., manager/asst. or CMIT based on their observations.

Section 4C - If the Executive Board feels that a probationer is not ready to assume a permanent position, they will meet with said person to discuss their decision.

## ARTICLE XII – COACHES/MANAGERS RESPONSIBILITIES

Section 1 - Coaches responsibilities will include teaching the playing and fundamentals of softball, requesting the President to rescheduling make-up games and making final decisions.

Section 1A - Assistant coaches responsibilities will be to aide the coach in their tasks and to act for them in their absence.

Section 2 - Managers responsibilities will include teaching the playing and fundamentals of softball, and keeping the scorebook.



Section 2A - Assistant managers responsibilities will be to aide the manager in their tasks and to act for them in their absence.

Section 3 - All coaches and managers are expected to maintain exemplary conduct while involved in league events.

Section 3A - Managers and coaches are responsible for the conduct of their players while participating in league events.

### ARTICLE XIII – COACH/MANAGER IN TRAINING

Section 1 - Any graduated softball player between the ages of eighteen (18) and twenty (20) can apply to be a coach/manager in training.

Section 1A - She who applies to become a CMIT cannot be eligible to play on a senior division team.

Section 2 - To be considered for a CMIT position, said person must submit an entrance form and be voted on at the following monthly meeting.

Section 2A - Once voted in they will be on probation for one (1) year. If an opportunity arises they can move into the positions of coach/manager assistants or manager when probation is finished. If a position is not available on their team, CMIT can either transfer to a team with an opening or stay in the same position. A maximum of two (2) CMIT's per team is allowed.

Section 3 - CMIT will assist coaching staff. Probationary CMIT's will not be allowed to be left alone with the team without a manager or coach present.

## ARTICLE XIV – DISCIPLINE OF COACHES/MANAGERS

Section 1 - Any league member who violates the rules and bylaws or the spirit of sportsmanship shall be subject to receive an official written reprimand or a verbal warning by the Executive Board.

Section 2 - A verbal warning will be used to deter conduct that is inappropriate when representing this league. Verbal warnings will be documented. Excessive warnings during a season may result in a written reprimand.

Section 3A - A reprimand shall be a statement in writing citing the offense and warning to cease and desist the same. It shall be signed by the President and at least two (2) other members of the Executive Board.

Section 3B - If any coach/asst., manager/asst., or CMIT is dismissed from a game for unsportsmanlike behavior by either a member of the Executive Board or an official umpire, said person will not attend their next game & may receive a written reprimand.

Section 3C - Any league member who receives more than two (2) official reprimands in a season shall be subject to expulsion from the league.

Section 3D - Any league member who has, in the opinion of the Executive Board, violated or committed a serious offense will be subject to immediate expulsion from the league.

Section 3E - All accused persons may appeal to the Executive Board and if the appeal decision is not favorable to the accused they may then appeal to the general assembly.

Section 3F - An expelled league member may not apply to be re-admitted to the league for two full playing seasons.

## ARTICLE XV – EXPANSION OF LEAGUE

Section 1 - New team(s) may be added in a given year.

Section 2 - New teams added in a given year will have six (6) free draft selections of the fourth-coming year's roster

Section 2A - Each team will make its six (6) selections before any other teams are allowed to select.

Section 2B - If more than one (1) team is added, each new team will alternate first six (6) selections. A draw of straws will be done for order of new teams selections.

Section 2C - After the new team(s) have completed their first six (6) selections they will be placed after the team in their division with the best record.

## ARTICLE XVI – PLAYER ELIGIBILITY

Section 1 - No girl shall be excluded from playing because of her residential area.

Section 2 - Teeball: A girl must be four (4) years old but not eight (8) years old by April 1st of the playing year. A girl with at least two (2) years of teeball is eligible to enter the Junior Division.

Section 2A - JUNIOR DIVISION: Players must be eight (8) years old but not eleven (11) years old by April 1st of the playing year.

Section 2B - MIDDLE DIVISION: Players must be eleven (11) years old but not fourteen (14) years old by April 1st of the playing season.

Section 2C - SENIOR DIVISION: Players must be fourteen (14) years old but not nineteen (19) years old by April 1st of the playing season and are in high school.

Section 2C1 - Exception to Section 2C - Players who have turned nineteen (19) years old by April 1st of the playing season but are in their senior year of high school are still eligible to play in the upcoming season.

Section 3 - All current players must register with the league by the last tryout date to be eligible to play the coming season.

Section 3A - Birth certificates of new players must be presented when they register.

Section 3B - All new and advancing players must participate in one (1) tryout session at the time and place determined by the league. A minimum of two (2) tryout dates will be held.

Section 4 - Any player who registers, participates in tryouts and is assigned to a team roster, and for any reason is dropped, must sit the remainder of the current season and following year. A formal appeal can be brought to the Executive Board.

Section 4A - Any player who is dropped from a roster because of health or injury will not apply to section 4.

Section 4B - Any former player, including one who is on a varsity team, may be allowed back into the league up until the first game played by her Edgewood team.

Section 5 - Each year the league will establish the number of players that will constitute each division's roster.

Section 5A - During the first two (2) weeks of play, if a team loses a player from their roster and said player will not be able to finish the season, a player must be picked up from a waiting list when available. Players will be assigned in order of date said players registered. If a special circumstance arises during the season which does not fall within the first two (2) weeks of play, the President may assign a player from the waiting list to the team in need.

## ARTICLE XVII – PLAYER DRAFT

Section 1 - The draft is to be held at a time and place designated by the league each year.

Section 1A - Secretary will keep a record of those players selected during the draft and their chosen round.

Section 2 - Order of the draft will be based upon reversed order or the finish of the scheduled league games from the previous season.

Section 2A - Ties in order of finish will be broken by a flip of a coin.

Section 3 - Any team that has a sister currently on a roster for the forthcoming season will have an option to choose a sister.

Section 3A - Manager/asst., coach/asst., or CMIT having a sister or daughter trying out for the first time will have automatic rights to said daughter or sister if they so choose. Draft pick will be either 1st, 2nd, 3rd, 4th or 5th round. Round will be determined based on players abilities, as determined by a nonpartisan committee formed by the Executive Board.

Section 3B - Any team that desires to exercise its option on a sister or daughter must so state that option before the draft begins. If a sister or daughter is not mentioned before the draft she will be eligible for the open draft.

Section 4 - If a coach/asst., manager/asst., or CMIT transfers to any other team, (with President's approval only) may have the option to select a daughter or sister from another teams roster. Compensation for said player will be a draft choice equal to that, which said player was.

Section 5 - Sisters who are trying out for the first time and do not have a sister or parent coach/manager in the league will be selected in order of the draft. The team that selects first sister has automatic rights to other sister(s) unless the parent requests in writing prior to the draft, that the sisters be on different teams.

Otherwise the second sister will be taken in the next round.

Section 6 - No trading of players is allowed under any circumstances.

Section 7 - All players once assigned to a team will remain with said team until she advances to an older division or as long as the team exists.

Section 8 - Any player not claimed under sections 4, 5, or 6 of this article is eligible to be claimed by any team.

#### ARTICLE XVIII – PLAYER RESPONSIBILITIES

All players are expected to participate in any fund raising activities the league has deemed necessary for them.

#### ARTICLE XIX – DISCIPLINE OF PLAYERS

Section 1 - Discipline of players is at the discretion of their coaching staff.

Section 1A - If a player is ejected from a game by an official because of malicious intent said player will be suspended from her next scheduled game.

Section 2 - Any player that has, in the opinion of the Executive Board, committed a serious breach of good sportsmanship and/or fair play, will be subject to immediate expulsion from the league.

Section 2A - All expelled players or their parents may appeal to the Executive Board, and, if the appeal decision is not favorable to the accused, they may appeal to the general membership.

Section 2B - An expelled player cannot be re-admitted to the league for the remainder of the season. Re-admittance is subject to the Executive Board.

## ARTICLE XX – SCHEDULE

Section 1 - Practice schedules will be determined at a special meeting to be held in March. Time & date will be set by the president. At least one member of each coaching staff will be required to attend.

Section 1A - Practices will officially begin on April 1 st of each season. No team shall call a practice before this date.

Section 1B - The President must approve all team practices that are not held at Park View Field.

Section 2 - The game schedule for forthcoming season will be given to the body for approval.

Section 3 - The President or appointed member of the league will make the decision as to whether or not games will be cancelled due to weather conditions.

Section 3A - The President will reschedule all games that have been cancelled at the request of the coaches. No game shall be cancelled without first being approved by the President.

Section 3B - If there is a death in a coaching staff or players family the game will be canceled. It is at the discretion of the President of the league to make a decision on other hardships.

## ARTICLE XXI – PLAY-OFF AND CHAMPIONSHIP GAMES

Section 1 - The league shall determine the format of play-offs by the April meeting.

Section 1A - Play-off and championship games will only be rescheduled due to the weather or regular season make-ups.

## ARTICLE XXII – NON-LEAGUE GAMES

A team(s) may not play any non-league games without the President's approval.

## ARTICLE XXIII – AWARDS

Section 1 - Jackets will be awarded to the players and the coaching staff, in all divisions, who win the championship. Trophies will be awarded to the players and coaching staff, in all divisions, who come in 2nd in the playoffs.

Section 1A - Any team that finishes in first place in each division, upon completion of regular league play, will receive trophies for first place of regular season.

Section 2 - Trophies will be awarded to players who participate in all-star games.

Section 3 - A trophy for the most improved player on each team, will be given.

Section 3A - Each coaching staff will choose a player who qualifies from their team.

Section 4 - Margie Ryan Award – this award is given to a player who possesses talent, good sportsmanship, good attitude, respect of her peers as well as members of this league, etc...

Section 4A - Said award will only be presented to a girl who exemplifies the qualities stated above.

Section 4B - Player must be in her last year in senior league to be nominated for this award.

Section 4C - Following a nomination a vote by secret ballot will be taken. A majority vote will be sufficient to decide outcome.

Section 5 - Awards, other than mentioned, may be given by a motion and two-thirds (2/3) majority vote of members present.



## ARTICLE XXIV – AMENDMENTS

Section 1A - Bylaw/Constitution changes must be submitted between the August and February meeting.

Section 1B - Bylaw/Constitution changes must be presented to the President, clearly written, before the meeting.

Section 1C - Bylaw/Constitution changes submitted to the membership at a monthly meeting will be discussed.

Section 1D - A vote on the Bylaw/Constitution change will take place at the next monthly meeting after any further discussion.

Section 1E - Bylaw/Constitution changes must be passed by a two-thirds (2/3) vote of the membership present.

Section 2 - Bylaw/Constitution changes outside of the time period stated in section 1A can be approved only by unanimous vote of members present.

Section 3 - Distribution of Property upon Dissolution: Upon dissolution of Edgewood Girls Softball, any remaining assets shall be distributed to one or more nonprofit organizations that are organized and operated exclusively for charitable, educational, or amateur purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code. Preference shall be given to organizations supporting youth softball or other youth sports programs in the Edgewood community or surrounding area.

## ARTICLE XXV – TOURNAMENT TEAMS

Section 1 - Each Tournament Team is responsible for attaining a sponsor(s) and for raising funds to support said teams activities.

Section 1A - All sponsors and fund raising activities must be approved by the Executive Board.

Section 2 - Coaches will select only players from Edgewood current year rosters.

Section 2A - Exception to Section 2 – Former Edgewood players who are ineligible to play during regular season due to participation on school varsity teams.

Section 2B - Coaches must select players within team's age group.

Section 2C - Exception to Section 2B – a player younger than teams age group, only if not chosen by team with age jurisdiction.