**BRANDYWINE GIRLS SOFTBALL LEAGUE**

**BY-LAWS**

ARTICLE-1 LEAGUE NAME

The league shall be known as the “BRANDYWINE GIRLS SOFTBALL LEAGUE”.

1. Use of Name

The name of “Brandywine Girls Softball League”, shall not be used by anyone,

or for any reason unless approved by the league and its officers.

1. Official League Website:

bhgsl.com

ARTICLE-2 PURPOSE

The purpose of the Brandywine Girls Softball League is to provide girls of the Brandywine Heights Area School District a place to play softball; to learn the fundamentals of the game; to learn the thrill of winning and the ability to lose with dignity; to learn the rules and abide by them; and to experience the fun of playing sports.

ARTICLE-3 Board of Directors

The Board of Directors will consist of Officers and Members at Large. The officers of the League shall consist of a President, Vice President, Secretary, Treasurer, and a minimum of three (3) Members at Large to be elected by the League body. The officers may serve consecutive terms. A term consists of one (1) calendar year, not a particular season. No person can be nominated to a BGSL office unless they have been involved with BGSL for at least one (1) year. The participation time requirement can be waived if no other time qualified BGSL members are willing to serve. Nominations, elections, and start of term for board members is defined in Article-5.

ARTICLE-4 DUTIES OF THE BOARD

All officers and members shall follow the league By-Laws of both the BGSL and the other leagues endorsed by the BGSL. The officers shall attend all monthly BGSL meetings and perform their duties solely in the interest of the League and commit sufficient time to adequately perform the duties of their office. A quorum of five (5) members of the board is required to vote on any league business.

**President:** The President shall oversee all activities of the League, serve as the BGSL leader and ensure all By-Laws are followed. The President shall be responsible for filling vacancies in committee positions, Article 6 F & G.

**Vice President**: The Vice-President shall ensure all By-Laws are followed and assume all responsibilities of the President when the President is absent. The Vice-President shall be responsible for filling vacancies in committee positions, Article 6 A through E, per the President’s directions. In the event that the Vice-President is unable to fill the vacancy in question, the Vice-President shall ensure that the committee’s tasks are completed. The Vice-President is responsible for coordinating the attendance of Township meetings.

**Secretary**: The Secretary shall be responsible for the League's files, receive monthly reports from each committee chairperson and record the minutes of the monthly meetings. The Secretary shall be responsible for filling vacancies in committee positions, Article 6 H, per the President’s directions. In the event that the Secretary is unable to fill the vacancy in question, the Secretary shall ensure that the committee’s tasks are completed.

**Treasurer**: The Treasurer shall handle all league finances and submit a written monthly report documenting all financial transactions. The Treasurer is responsible for the league’s grant applications and tax filings (if necessary). The Treasurer shall be responsible for filling vacancies in committee positions, Article 6 I through K, per the President’s directions. In the event that the Treasurer is unable to fill the vacancy in question, the Treasurer shall ensure that the committee’s tasks are completed.

**Members at Large**: The Members at Large shall support the officers in their duties and provide assistance in the operations and business of the league.

The Board which is defined as the four (4) Officers and a minimum of three (3) Members at Large shall have the responsibility of receiving, reviewing and addressing any complaints within the League with respect to its coaches, parents, players or the organization in general. The Board has the right to discipline or suspend any coach, parent, or child from the League commensurate of their act or acts. The Board shall be obligated to meet with the individual or individuals who the complaint is issued against to understand the facts of the matter. Within five (5) days of that meeting, the Board shall decide and advise the individual or individuals of their decision whether it be a warning, disciplinary action or suspension. Decision of the Board shall be by majority rule and final. Complaints against any Board member shall be handled in a similar manner, except that the Board member, who the complaint is against, shall be eliminated from the Board’s vote. The President will break any Board vote that ends in a tie. If the complaint is against the President, the Vice-President will break any Board vote that ends in a tie.

The Board will appoint all coaches by majority vote. During registration, the prospective coaches will complete an application provided by the BGSL indicating their coaching qualifications. Each applicant will be reviewed by the Board and will be selected based upon qualifications. The same process shall be followed for tournament or travel teams.

Electronic email votes are permissible if they are unanimous and all votes and email discussion are seen by the entire Board of Directors.

The Members at Large, the outgoing Treasurer and the incoming treasurer will perform an audit. This practice will occur at least once every three years or within 30 days after the change of a Treasurer.

ARTICLE-5 NOMINATIONS AND ELECTIONS

Nomination of officers will be held at the November meeting with elections held at the December meeting. New officers will take office at the January meeting.

1. REPRESENTATIVES TO ELECT OFFICERS
2. DEFINITION

Eligible and general members are defined in Article 15. No member will hold more than one vote. All votes can be cast by a show of hands or by paper ballot and counted by any officer. All in favor vote is permitted provided the vote is unanimous.

ARTICLE-6 COMMITTEES

The below listed committees will be formed with no more than three people per committee. These committees can be expanded or reduced at any time by the BGSL Board to adequately support the activities of the league. Each committee should have a representative present at the monthly meetings. Each committee must have BGSL Board approval prior to any purchase they might make.

1. Equipment

Maintain all BGSL softball equipment including but not limited to bats, balls, catchers gear and storage equipment.

1. Grounds

Maintain all BGSL fields, storage sheds, and equipment as deemed appropriate by the BGSL Board.

1. Scheduling

To coordinate the use of all BGSL fields for practices and games and resolve any conflicts that may occur due to weather, school activities, or other organizational activities.

1. Tournament

Coordinate activities including but not limited to fields, umpires, food stand, teams and awards for any tournaments BGSL might host.

1. Training

Maintain all BGSL training material and coordinate any extra activities that might benefit the development of both players and coaches.

1. Opening Day

Coordinate opening day activities, both within the BGSL and with other organizations, to ensure opening day runs smoothly.

1. Public Relations

Coordinate activities including but not limited to the website and flyers to ensure BGSL maintains a good public image.

1. Registration

To plan in advance and prepare all documents as necessary and organize the registration of players for the upcoming season.

1. Food Stand

Maintain the food stand (or stands) equipment and ensure it is properly stocked with supplies both prior to and during the season.

1. Fundraising

To coordinate all league fundraising activities both prior to the season and during the season.

1. Signs

Coordinate the annual payment of advertising signs from businesses or other local organizations and to seek out other advertising revenue opportunities.

1. Policy and Rules

Establish league policies and rules for each age division.

ARTICLE-7 TOURNAMENTS

1. For the running and organizing of tournaments, there shall be a combined effort by the officers, all committees and members of the league to be successful.
2. If additional players are needed to fill a roster during league or tournament play, the coach may only select from eligible players of the same age group or one age group lower to fill their roster.
3. An available tournament funding pool will be decided as part of the budgeting process. The actual distribution of those funds to the teams will be at the discretion of the BGSL Board. The BGSL Board’s decision should be made in the light of fairness to all the girls of the league.
4. Tournament playing time is at the discretion of the coach.

ARTICLE-8 SPORTSMANSHIP AND COMPENSATION

1. The purpose of the BGSL is to provide a fair and unified system for all teams to follow. The individual teams shall abide by all provisions set forth by the league. Furthermore the league shall stand for clean sportsmanship. Any unsportsmanlike conduct, whether by a player, coach, manager, or representative of the league, shall be subject to suspension and/or probation to be determined by the Board of Governors. Any complaint regarding sportsmanship and conduct of coaches, players, of fans must be submitted in writing, to the Board of Directors within forty-eight hours of the occurrence. The umpire is in complete charge of all games and assumes all responsibilities to carry out that charge.
2. No officer, committee member, coach, player, or representative may receive compensation of any kind, whether from the league or any other source. Violation of this rule will result in disqualification from the league. Any violation is to be investigated by and voted upon by the Board of Directors.
3. Coaches are entitled to position players as they see fit. If a parent has an issue with a coach or that coach’s decision, that dispute and/or criticism should be brought to the coach privately after the practice or game. Only after this discussion and if the matter remains unresolved, should the matter be brought to the Board of Directors.
4. A coach may make a decision not to allow a player to play or reduce her playing time if:

1. The player has excessively missed practice sessions.

2. The player possesses an attitude that, in the opinion of the coach, is detrimental to the team and/or individual development.

1. A player’s physical condition limits playing ability.
2. All players, who are in good standing, are entitled to play three (3) innings out of the next six (6) consecutive innings played by their team.

ARTICLE-9 MONTHLY AND SPECIAL MEETINGS

1. The regular monthly meeting of the league will be held on the first Monday of each month. The meeting will start at 6:30 p.m. during off season months. In an effort to avoid practice conflicts, during softball season months the meetings will begin at 7:30 p.m. If a holiday falls on the first Monday, the meeting will be moved to an alternate day either in the first week of the month or the second Monday of the month. Coaches should attempt to avoid scheduling games that conflict with the monthly board meeting. All dates should be established one year in advance at the September meeting. The minutes of the last meeting will be sent out to all board members, current coaches, and committee members via email as a reminder at least seven days prior to meeting.
2. In case of a special meeting, all league representatives will be informed by email, RainedOut, text or telephone at least four days in advance.
3. Coaches, or their designated representatives, are requested to attend the regular monthly meeting of the league during their playing season. The BGSL Board reserves the right to temporarily suspend any coach that does not meet this obligation.

ARTICLE-10 REGISTRATION GUIDELINES

1. Each player must have a player registration form signed by a parent or guardian allowing

the player to play. Player registration forms must include, but not limited to: player’s name, address, date of birth, age for season, home phone number, emergency phone number, any medical problems, and consent of parent for coach to seek medical attention for player if needed. In addition, a copy of the child’s birth certificate is required.

1. Included on registration form shall be a reminder informing the parents of their responsibilities for payment of all medical bills.
2. All coaches shall carry a copy of each player’s emergency contact with him/her whenever he/she is with the team at a game, practice, or any league event.

B. Minimum age requirement – Each child must be a school aged (Kindergarten or above) and be at least 5 years of age.

C. Schedule of events for registration

1. November registration for Spring players/June registration for Fall players
2. A registration deadline will be established by the BGSL board at which time any registration received afterwards may be subject to a “Late Registration Fee”.
3. Late registrations will only be accepted if there is a roster spot available on the current team.
4. Team rosters including: Name, Address, Phone Number, Email, Date of Birth, and grade for season must be turned in to the Berks County Girls Softball League secretary by the March meeting, as required by BCGSL regulations.

ARTICLE-11 PLAYER SELECTION AND DRAFT

A. Girls are to play on a team of their own age group. If there is a need, the top assessed girls of an age group may play up at the next age group level.

B. All eligible players will be put in the pool for the draft.

C. Players selection will proceed as follows:

1. Two non-participating Board members will be present for all drafts.

2. Two teams in an age division, playing in the same league division:

a. A coin will be tossed to determine who will make the first selection.

b. Selection will proceed in an A-B-A-B etc. fashion until all eligible players

have been chosen.

3. Two teams in an age division, playing in different league divisions:

a. A tryout will be held with a minimum of four neutral evaluators.

b. The coach of the “A” team is allowed two selections.

4. Three teams in an age division, playing in the same league division:

a. Straws will be drawn to determine the draft order. Shortest straw will select

first, followed by the medium length straw, followed by the longest straw.

b. Selection will proceed in an A-B-C-C-B-A-A-B-C etc. fashion until all eligible

players have been chosen.

5. Three teams in an age division, playing in different league divisions:

a. A tryout will be held with a minimum of four neutral evaluators.

b. The coach of each team is allowed two selections, starting with the coach in

the highest division (A). If two teams are playing in the same division, a coin toss will determine which coach gets the first selection.

D. Special conditions and circumstances will be handled per the following guidelines:

1. Coach’s daughter must play on that coach’s respective team and will be selected in accordance with the established policies for the specific age division.

2. If a coach has more than one daughter in the same age division, they will

be selected in accordance with the established policies for the specific age division.

3. For sisters (non-coach’s daughters) playing on the same team: The sisters will be selected in accordance with the established policies for the specific age division..

ARTICLE-12 EQUIPMENT

1. League is responsible for supplying numbered shirts for players. The color will be at the discretion of the BGSL Board.
2. Softball pants must be worn by all age groups. The color will be at the discretion of the BGSL Board.
3. The league is responsible for supplying safe and up to date equipment. A yearly inspection of all equipment will be made by the Equipment Committee.
4. It will be the coach’s responsibility to report and replace any equipment at the league’s expense upon approval by the officers of the league.

ARTICLE-13 INSURANCE

1. The league shall supply any yearly insurance for any team involved and to be at the ASA guideline levels for Accident and Liability.
2. Insurance to be purchased as soon as the number of teams is determined and no later than

March 1 for the spring season and July 31st for the new players in the Fall season.

1. All building insurance will be purchased by the league.

ARTICLE-14 FEES

1. A registration fee will be charged for each player, as determined by the league.
2. ASA fees will be paid for each team as soon as the number of teams is determined.
3. Tournament fees will be paid for teams entering, upon filling of rosters and approval by league and officers.
4. Any additional fees, rents, etc. will be paid upon approval by league and officers to operate the league in an orderly fashion.

ARTICLE-15 OFFICIAL BUSINESS

1. BGSL General Member: Any person whose daughter is in good standing and is currently registered to play softball for BGSL.
2. Eligible Voting Member: Any BGSL member, otherwise in good standing, that has attended the last 2 out of 3 regular meetings.
3. League Service Time: Any years of service with the BGSL. Any years of service with the Brandywine Girls’ Softball League (See Addendum A for league roster) will count towards service time with the BGSL. All official business must be passed by a majority of the league’s eligible members present at the meeting.
4. Changes of the by-laws will be made with a minimum of two-thirds in favor vote of the total number of eligible members present at the meeting.

ARTICLE-16 PLAYER DISCIPLINE

1. Minor misbehavior such as – missing practice, missing games, insubordination, lack of

enthusiasm, profane language, etc. will be handled as follows:

1. Discipline will be left to coach’s discretion, upon notification of the Board of Directors.
2. Continual offenses will result in suspension and possible expulsion from the team and league by the Board of Directors.

ARTICLE-17 ALCOHOLIC BEVERAGES, ILLEGAL SUBSTANCES

Any alcoholic beverage or illegal substance, in possession, or consumed, before, during, after, while on premises at any league function, by any league member (i.e. Officer, Coach, Representative, Player, etc.) will result in immediate expulsion from the league.

ARTICLE-18 SCHOLARSHIP

The BGSL Softball Scholarship is awarded annually to one graduating BHASD senior

in the amount of $500.

A. Criteria:

* 1. A senior who must have played a minimum of 2 years of BHASD high

school softball.

* 1. That same senior must have played a minimum of 4 years in the BGSL.
  2. The scholarship will go to a senior who is continuing their education after high school (college, trade school or vocational school).
  3. Service back to the BGSL will be the determining factor in selection.
  4. Pre-qualifying seniors need to present a brag sheet and a teacher recommendation to the selection committee.
  5. The selection process would start in March and be completed by the monthly BGSL meeting in April.

B. Selection committee:

The selection committee will be comprised of the BGSL officers and board. The BGSL President does not vote unless the committee is made up of an even number of members. Exception – No one can be on the selection committee where one of their children is under consideration for the scholarship.

C. Administration:

The Brandywine Heights Area School District will be responsible for distributing the

scholarship funds and accounting for the related student expenses.

ARTICLE-19 MISCELLANEOUS

1. Any changes to these by-laws must be submitted to the officers of the league and will then be submitted to a committee, of not more than six league members, that will be approved by the league President when and if needed. These recommendations will be rewritten and submitted by this committee at the next monthly meeting for approval or rejection as per Article-15 Part E. If rejected they will be rewritten by the committee, per recommendations of the league, and resubmitted until approved per Article-15 Part E.
2. These by-laws will remain in effect indefinitely and will be followed in their entirety.
3. Annual review of the By-laws should occur at the August meeting.