

UCT YOUTH BASEBALL LEAGUE

By-Laws to The Constitution

Approved 11/24/02

Revised 11/09

Article I – Officers Duties

Section 1. President

It shall be the duty of the President to preside at all meetings of this league, manage and maintain the operation of this organization, and to perform all duties usually pertaining to this office.

Section 2. Vice President

Each Vice President shall rotate the duty with the President to operate this organization and shall perform all the duties that are assigned to them.

1. It shall be the duty of the Vice President of the Major League to be the player agent of the Major League. Plus be a deciding vote on a protest committee.
2. It shall be the duty of the Vice President of the Minor League to be the player agent of the Minor League. Plus be a deciding vote on a protest committee.
3. It shall be the duty of the Vice President of equipment to supply equipment, uniforms, and umpires for all leagues.
4. It shall be the duty of the T-ball Director to be the player agent of the T-ball League. Plus be a deciding vote on a protest committee.

Section 3. Secretary

The secretary shall keep the minutes of all proceedings and record same. He/She shall give notices of all meetings, notify all officers of election, and the names of newly elected members to the Treasurer and perform such duties as his/her office may require.

Section 4. Treasurer

The Treasurer shall receive and safely keep all funds (per Article 2, Section 4 of these By-Laws) of the league, and pay out the same only on order of the President. He/She shall make and annual report of receipts and disbursements. The Treasurer shall also prepare an annual budget for the league. This budget must be approved by the board.

Section 5. Concession Stand Manager

This is a paid position. The amount paid at the end of the season is \$3500. Although this position is voted on, it is a recruited position. The duties shall be purchasing, planning, and preparing the food. This responsibility is shared with the Team Moms in the organization. The manager has no voting rights.

Section 6. Ways and Means Manager

The Ways and Means Manager shall coordinate all fundraising, advertising, develop the concession stand schedule, and coordinate the "Team Mom" organization.

Section 7. Other Duties

All officers will assist with other duties as required. All scheduling will be coordinated by the Executive Board.

Section 8. Board Members

A board member that will be returning the following year and would like to retain his/her position should be unopposed unless a complaint is filed or the board votes to remove them from their duties.

Each board member will be required to maintain a 70% participation level in regularly scheduled meetings, activities, and work sessions. If a member is unable to attend any of the above sessions, he/she must send someone to represent the member (you can only be representing one member at a time). If he/she does not have representation, it will be counted against the member. If you fail to maintain a 70% participation level you will be removed from your current position. A manager can be removed during the season if he/she fails to meet these requirements. (Effective Oct. 1, 2003).

Article II – Financial

Section 1.

The Executive Board shall decide all matters pertaining to the finances of UCT and it shall place all income in a common league treasury directing expenditure of the same in such a manner as to give no individual or team an advantage over those in competition with said individual or team.

Section 2.

The Board shall not allow the disbursement of any funds for any reason other than the specific business of UCT as approved by the Board.

Section 3.

No director, officer or member of the UCT Baseball League shall receive directly or indirectly any salary or compensation for their involvement with UCT, or for services rendered as a director, officer, or member with the exception of the Concession Stand Manager.

Section 4.

1. Purchase Authorization

- a. All monies received shall be deposited on the next business day in a depository as approved by the Executive Board (First National Bank).
- b. Any expenditures made on UCT's behalf exceeding \$200.00 must have three (3) quotations presented to the board and a vote must be taken as to which bid will be honored.
- c. All expenditures outside of the normal operations of the ballpark must be brought before the board for approval.
- d. No reimbursements will be made without a paid receipt presented to the Treasurer.
- e. All disbursements from UCT's treasury will be handled by the treasurer.
 - i. Money distribution specific to uniform purchase will be handled as follows:
 1. Major League uniforms and hats (uniforms replaced every four years) – The treasurer will issue a check for the amount specified below directly to the issuing company. If the total exceeds the allocated amount, the manager of the team will be responsible for the remaining amount.
 - a. Major League uniforms - \$800.00
 - b. Major League hats - \$150.00
 2. Minor League uniforms and hats – The VP presiding over the Minor League has the latitude to return to the previous year's supplier of uniforms and hats without board approval as long as the price of the individual uniforms is within 3% of the previously paid price. If another supplier is being considered, three quotations for uniforms must be presented to the board for vote. The three bids must include a bid from the previous year's supplier. The treasurer will pay directly to the issuing supplier.
 3. T-ball uniforms and hats – The VP presiding over the T-ball league has the latitude to return to the previous year's supplier of uniforms and hats without board approval as long as the price of the individual uniforms is within 3% of the previously paid price. If another supplier is being considered, three quotations for uniforms must

be presented to the board for vote. The three bids must include a bid from the previous year's supplier. The treasurer will pay directly to the issuing supplier.

- ii. Trophies and Medals – All expenditures for trophies and medals must have three quotations presented to the board and a vote must be taken as to which bid will be honored. This applies to all league divisions.
 - iii. Equipment – All expenditures for equipment must have three quotations presented to the board and a vote must be taken as to which bid will be honored.
 - iv. All-Stars – UCT will not be responsible for supplying All-Star uniforms, trophies, or entry fees. The manager of each All-Star team is responsible for determining each player's financial commitment and communicating this to the parents prior to the children accepting a position on the team.
- f. The concession stand manager will have the ability to purchase items for the normal operation of the concession stand without prior approval.
- i. The concession stand manager has the ability to use the ballpark's debit card for the express purpose of concession stand operations.
 - ii. All receipts for concession stand purchases will be provided to the treasurer as expenses are incurred.
 - iii. All company billings will be sent directly to the treasurer for payment.

2. Concession Stand Monies

- a. All concession stand proceeds (less a specified amount of cash necessary to start up operations for the following day) will be deposited each night or the following morning via locked bank bag at First National Bank on the corner of Lincoln and US 31. The bank will count and deposit the money into UCT's checking account.
 - i. UCT has two locked bank bags for nightly deposits. Each bag has one key.
 - ii. UCT has possession of two keys to the nightly deposit drop box. One is issued to the treasurer and one to the concession stand manager.
 - iii. At the close of business each night, the money will be deposited into the bag, the bag locked, and the key will be retained by, either the concession stand manager or treasurer, whoever is not responsible for depositing the bag in the night deposit.
- b. During normal operations of the ballpark, cash is withdrawn from the concession stand proceeds to pay umpires, groundskeeper, and occasional supplies for the concession stand.
 - i. A 'Withdrawal Disbursement' form must be filled out and signed by two board members for any cash withdrawn from the concession stand.
- c. The treasurer will maintain an updated balance of the checking account as well as an ongoing status of the concession stands expenditures and profits.

Section 5.

UCT shall operate under approved budget. Any person responsible for an area that may have expenditures from time to time, must submit a budget request to the Board at the August meeting. Any expenditure over \$200.00 must have a Board approval.

Article III

Babe Ruth, Inc., Cal Ripkin Division Baseball Rules and Regulations and those Rules and Regulations duly established by the respective state and provincial organizations, are to be considered binding on this league except as an amended provision of UCT Major, Minor and T-ball League Rules.

Article IV – Order of Business

For all duly organized meetings, the following order of business will be followed unless specified otherwise by the Board:

1. Call to order
2. Roll call- by Secretary
3. Reading of the Minutes (followed by discussion and vote for approval of the minutes)
4. Treasurer Report
5. Committee Report
6. Unfinished Business
7. New Business
8. Adjournment

Article V – Player Eligibility and Drafting

Major League 9-12 years of age,
9 yr olds are eligible to try out with a signed parent permission slip
Minor League 9-12 years of age
Rookie League 7-8 years of age
T-ball League 4-6 years of age

(Cut off date for age group is April 30)

Section 1. - Pool Player

Any child moves into the UCT district after draft and missed try-outs will be able to play on the Minor League only if an opening is available. The following year the child must try-out.

Section 2. - Major League

A child must be between the ages of nine (9) through twelve (12) to be eligible to play in the Major League at UCT. A parent permission slip will be required for a nine (9) year old to play Major League. Any child that will be playing as a ten (10) year old or older must try-out or they will be ineligible to play at UCT. If a child missed try-outs they must have a written excuse from a parent or legal guardian and must be approved by the Executive Board. Once a major league manager picks a player he becomes property of that team until he is released from that team. In the Fall draft only, any player age 10-12 that played their previous minor league season at UCT is eligible to be drafted without trying out in the fall tryout. Their previous season is their tryout.

1. Major League draft – to be determined
2. Major League trades – to be determined.

Section 3. – Minor League

A child must be between the ages of nine (9) through twelve (12) to be eligible to play Minor League at UCT. If a child missed try-outs they must have a written excuse from a parent or legal guardian and must be approved by the Executive Board. Once a minor league manager drafts a player he becomes property of that team until he is released from that team.

1. Minor League Draft – Drafting will start in reverse order from the regular season standings from the preceding year. All options and released players are announced first at the beginning of the draft. Once a minor league manager releases a player, that manager will get the next draft pick after the player is picked up by another team. The minor league agent will review the number of openings and will announce how many are available to be drafted. Each team will have a twelve (12) player roster.
2. No trades are allowed.

Section 4. Rookie League

A child must be the ages of seven (7) or eight (8) to be eligible to play Rookie League at UCT. If a child missed try-outs they must have a written excuse from a parent or legal guardian and must be approved by the Executive Board. Once a rookie league manager drafts a player he becomes property of that team until he is released from that team.

1. Rookie League Draft – Drafting will start in reverse order from the regular season standings from the preceding year. All options and released players are announced first at the beginning of the draft. The rookie league agent will review the number of openings and will announce how many are available to be drafted. Each team will have a twelve (12) player roster.

2. No trades are allowed.

Section 5. T-ball League

A child must be between the ages of four (4) and six (6) to be eligible to play in the Tball League at UCT.

Article VI – 2002 League Rules

See attached rules for Major League and Minor League.

Article VII – Trade Policy

After the new manager is determined, the managers will have a two (2) week period to trade players. Trading players requires a typed document stating the conditions of the trade. This form must be signed by the new manager, old manager, parent, and the player agent. The form must be turned in and approved by the player agent before the two (2) week period expires.

No trades allowed. (accepted 2/9/01)

Article VIII – All Stars

The manager of each All-Star team will be determined by the standings of regular season. The 1st place manager will have the choice of which team he would like to manage. If he refuses, each manager will be asked in the order of their standings until each team has a manager. Each team will carry a twelve (12) player roster. Each manager nominates the best ten (10) players in each age group, the votes will be counted and the players with the highest votes will be placed on the All-Star team. In the case of a tie, the manager of that age group will break the tie and will choose two (2) more players of his choice to fill the roster. Each player will be responsible to purchase his/her uniform. Parents of all All-Star players are responsible to man the concession stand when UCT hosts an All-Star tournament.