

BATTLE GROUND SUMMER RECREATION BY-LAWS

Approval of these by-laws supersedes any previous by-laws.

Article I: Name

The organization shall be known as Battle Ground Summer Recreation.

Article II: Purpose

The purpose of the Battle Ground Summer Recreation organization shall be to provide the opportunity to participate in organized summer baseball and softball programs for boys and girls living within the enrollment boundaries of Battle Ground Elementary and Middle Schools.

The outcomes to be achieved by the organization include, among both the children and their parents, the development of:

- Strong family and community values.
- A positive sense of self-worth.
- An appreciation for the role of fair play and a competitive spirit within a democratic society.
- An understanding of the fundamentals, skills, rules, equipment, responsibilities and strategies of *youth* baseball and softball.

Article III: Membership

Organization membership shall be immediately granted to each household upon the registration of a child for participation in either the organization's baseball or softball program.

Only one election ballot may be cast per household.

Term of Membership:

1. For households which do not have a child who will be eligible to compete in the Battle Ground Summer Recreation program the next season, membership in the organization shall terminate with the completion of their child's current season. The current season shall include all participation on either Battle Ground or county-level all-star teams.
2. Members of the Governing Committee shall continue as organization members until the completion of their current term of office, even if they no longer have a child in their household who is eligible for participation in Battle Ground Summer Recreation programs.
3. The term of membership for all members not included in 1 or 2 above will expire the day before the initial registration session for the next season.

Article IV: Government

I. Governing Committee Organization and Responsibilities

A. Battle Ground Summer Recreation shall be governed by a nine member Governing Committee. The committee shall be organized to include:

- A President
- Two Vice-Presidents (one for baseball and one for softball)
- A Treasurer
- A Secretary
- A Director of Concessions
- An Equipment Manager
- A Director of Grounds
- A Director of Facilities

B. The responsibilities of the Governing Committee shall include:

- Serving as the sole approved representative of the Battle Ground Summer Recreation organization.
- Maintaining the organization's membership in good standing with county and national sanctioning organizations.
- Collecting all fees, paying all debts and managing all finances of the organization.
- Scheduling and conducting all of the organization's elections.
- Organizing, scheduling and coordinating all of the organization's events, leagues and games.
- Maintaining all equipment and facilities owned, shared or used by the organization.
- Selecting all coaches.
- Performing any other duties required of the Battle Ground Summer Recreation organization.

II. Governing Committee Election

A. Election to the organization's Governing Committee shall be determined by a vote of the organization's membership.

B. Each person elected to the committee shall serve for a two-year term.

C. No more than one person from a member household may serve on the Governing Committee at the same time.

D. Terms of the committee members shall be staggered so that the election of four of the nine committee members shall occur in even-numbered calendar years, and the election of five of the nine committee members shall occur in odd-numbered calendar years.

E. It shall be the responsibility of the Governing Committee to hold an election each year.

1. By August 1, the president of the Governing Committee, with the approval of at least four other committee members, shall select a Chairperson of the Election Board.

The Election Board Chairperson shall appoint two other organization members to serve on the Board.

Members of the Election Board must be members of the Battle Ground Summer Recreation organization, but they may not be current members of the Governing Committee, and they cannot be nominated for election to the committee in this election.

2. The Governing Committee shall hold a nomination meeting of the organization membership *by September 15*.

No later than ten days prior to the nomination meeting date, the Secretary of the Governing Committee shall mail to all organization members written notification of the meeting time, place and purpose.

3. At the nomination meeting, the Governing Committee shall accept nominations for election. Nominations may also be submitted to the Secretary of the governing committee any time prior to the nomination meeting, and up to three days after the meeting.

A nominee for the election must be the parent or guardian of a child of a household which is an organization member (see Article III).

To be valid, a nomination must include the signature of consent of the nominee submitted on a completed nomination form provided by the Secretary of the Governing Committee. A completed nomination form must include the following information furnished by the nominee:

- a. Name
- b. Street Address and City
- c. Mailing address (if different).
- d. Home phone number.
- e. Place of employment.
- f. Work phone number.
- g. Names and ages of children participating in the Battle Ground Summer Recreation baseball and softball programs.
- h. Personal involvement with the programs.
- i. Other personal information/experience the nominee chooses to include.
- j. The nominee's signature
- k. The signature of the Secretary of the Governing Committee.
- l. Date received by the Secretary of the Governing Committee.

4. No later than seven days after the nomination meeting, the Secretary of the Governing Committee shall mail election ballots to all organization members.

The election ballot shall include the following about each candidate:

- a. Name
- b. Street Address and City
- c. Place of employment.
- d. Names and ages of children participating in the Battle Ground Summer Recreation baseball and softball programs.
- e. Personal involvement with the programs.
- f. Other personal information/experience the nominee chooses to include.

The election ballot shall include instructions for returning the ballot by mail.

Committee members shall not be elected to specific offices by the organization membership. Delegation to specific offices will be made by the committee's President at the first meeting of the committee following the election by the organization membership.

Voters shall be instructed to vote for any number of candidates up to and including the number of committee positions to be filled through the election (5 in odd-numbered calendar years and 4 in even-numbered calendar years).

5. All ballots shall be sent to the home address of the Chairperson of the Election Board, and shall be received by the Chairperson ***no later than the First Friday in October.***

Ballots received after the deadline, but before the Election Board counts the ballots, shall be accepted or rejected at the discretion of the Election Board. A ballot may only be rejected if at least two of the Election Board members consider the ballot to be improper (e.g. a duplicate of a ballot already cast by a member household, the ballot has not been properly submitted by an adult member of the organization, etc).

6. ***By October 15***, the Election Board shall meet, count ballots and submit the election results to the Secretary of the Governing Committee.
7. ***Within 48 hours*** of the votes being counted by the Election Board, the Secretary of the Governing Committee shall mail to each candidate a

copy of the complete election results, to include vote totals. Vote totals will not be made public, but they are to be made available for review on the request of any organization members.

8. During the month of October, a joint meeting of the sitting and new Governing Committee members will be held. The meeting will be conducted by the President of the sitting committee. By proclamation of the President, all members of the sitting committee, except for the President, will resign their positions.

The sitting President will then direct the new committee members to elect a president by majority vote of the members present. Once the election is complete, the sitting President will resign as President, and the remainder of the meeting will be conducted by the new President. The first act of the new President will be to appoint all other committee members to positions on the committee.

III. Conduct of The Governing Committee

- A. All members of the Governing Committee will respect the duties and responsibilities of their fellow members, and will avoid at all times any action which may conflict with the responsibilities of fellow members.
- B. The Governing Committee shall schedule at least one meeting each month. The Governing Committee may cancel or reschedule any meeting at its discretion. If a member of the organization requests an appearance before the committee, a meeting shall be scheduled within two weeks of the request, if deemed necessary by the requesting person.
- C. Only Governing Committee members may attend meetings of the Governing Committee. However, any member of the Battle Ground Summer Recreation organization may request to appear before the committee for the purpose of presenting to the committee members a special need or concern.

Members of the Battle Ground Summer Recreation organization, who wish to appear before the Governing Committee, must make their request known to any member of the Governing Committee. No requests may be denied.

Unless granted a longer time by the committee President, members appearing before the committee will have 10 minutes to present their business to the committee.

Unless otherwise requested by the president, organization members who appear before the committee must leave the committee meeting after their presentation is complete.

If an organization member requests an action be taken by the committee, the committee secretary must notify the member in writing of the action taken within 5 days of the request.

- D. Prior to submitting the teams rosters to the county organizations, the vice-presidents for baseball and softball must submit a nomination list of recommended coaches for approval by the full committee. To be approved, each coach must receive approval from a majority of the committee members present. Each team's head coach must be approved by the committee before that team can start practice or play games.
- E. With the exception of field preparation, all workers employed by the committee will be at least 18 years-old. Specifically, no one under 18 will be allowed to operate the mowing equipment. Specifically, no one under 13 years old will be allowed to work in the concession stand and all 13-17 year old workers must be supervised by an adult.
- F. The President will set the agenda for and will be responsible for conducting all meetings of the Governing Committee. If it is necessary to hold a meeting of the Governing Committee when the President cannot be present, the President will appoint another committee member of his/her choosing to conduct the meeting.
- G. Each member of the Governing Committee will have one vote equal to each other member. A quorum consisting of at least five committee members must be present before any vote can be taken. With the exception of removal of a committee member, filling vacated committee positions, and removal of a coach for misconduct, all motions will be carried out by a simple majority of the committee members present.
- H. Amendment to these by-laws can be made only at a meeting to which the full membership of the Battle Ground Summer Recreation organization is invited.
1. If a meeting of the full membership is to be held at which amendments to these by-laws are to be considered, all organization members must be notified by mail of the meeting at least 10 days prior to the meeting date, with full written explanation of the amendments to be considered.
 2. Any organization member may propose amendments to be considered at the organization's regularly scheduled fall and spring meetings, provided that the proposals are submitted to the Secretary of the Governing Committee at least 30 days prior to the scheduled date of the meeting.
 3. If at least 5 members of the Governing Committee vote in favor of the action, a special meeting of the full membership may be scheduled at any time (in compliance with item #1 above) by the Governing Committee for the purpose of considering amendments to these by-laws.
 4. Two readings will be required for each proposed amendment.

At the first reading of a proposed amendment, a vote of a simple majority of the members present will be required to carry consideration of the adoption of the proposed amendment over to a second meeting.

At least 30 days must separate the meeting at which a proposed amendment is first read and the meeting at which it is voted on for adoption.

A proposed amendment is adopted if approved by at least 2/3 of the organization's members in attendance at a meeting of the membership which is held at least 30 days after the first reading of the proposal.

- I. Any member of the Governing Committee may be removed from the committee if a motion for removal is approved by 6 or more of the committee members. Grounds for removal include:
 1. Conduct unbecoming a member of the Governing Committee while involved in the activities of the Battle Ground Summer Recreation organization.
 2. Conduct which could adversely affect the reputation of the Battle Ground Summer Recreation organization.
 3. Failure to carry out the duties of a Governing Committee position as delegated.
 4. Any other misconduct found by 6 or more of the Governing Committee members.
- J. Filling a vacated position on the Governing Committee other than President.
 1. Any member of the Governing Committee may nominate any parent or guardian of a child from an organization member household (See Article III).
 2. If two nominations are made, the position shall be filled by the nominee supported by at least five of the committee members.
 3. If more than two nominees are submitted, a vote of the full committee shall be taken, and the two nominees receiving the most votes will be voted on a second time as described in 2 above.
 4. A committee member chosen to complete the term of a vacated position will only serve for the remainder of the original term of office
- K. Filling a vacation Presidency of the Governing Committee.
 1. If possible, the out-going President will preside over the meeting to select a new president; if not, the Governing Committee Secretary will preside over the meeting to select the new President.
 2. The committee must select a new President from among its remaining 8 members. Selection of the new President will require the approval of at least 5 of the members of the Governing Committee.
 3. Election of a new President will create a vacancy in the position previously held by the new President. This vacancy will be filled as indicated in G. above.
- L. Removal of a Coach.

1. Coaches are responsible for the conduct of their players while on the field. Coaches are responsible for their own conduct on and off of the field. If the conduct of a coach or the coach's players are judged to have an adverse affect on the Battle Ground Summer Recreation organization, the Governing Committee may vote to remove the coach.
2. Any member of the Governing Committee may propose a motion for a coach's removal due to misconduct. To pass, support of the motion is required by the Vice-President of the coach's program (baseball or softball) and at least five other committee members.
3. The President and Vice-President of the coach's program are jointly responsible for informing a coach of his/her dismissal.
4. The Vice-President of the coach's program is responsible for replacing a dismissed coach.