

Conditions and By-Laws Governing McKinney Girls Softball Association

Article I: Name of Organization

- (A) This organization is located in McKinney, Collin County, Texas and shall be known as the McKinney Girls Softball Association.
- (B) The McKinney Girls Softball Association is an Exempt Organization under Section 501(C)(3) of the Internal Revenue Code.

Article II: Location

Jurisdiction of the Association shall consist of all interested persons within the boundaries of the McKinney School District. Players outside these boundaries must have approval of the MGSA Board of Directors.

Article III: Purpose of By-laws

To establish rules, procedures, officers, committees, and functions for this league to operate in an orderly fashion and to promote sportsmanship.

Article IV: Mission of MGSA

- A) The McKinney Girls Softball Association's Mission is to promote girls youth softball by teaching the fundamentals and providing a fun, positive atmosphere.
- (B) The MGSA wants to achieve growth in our league, community support, competitiveness, and spirit of the game.
- (C) All adult volunteers who are involved are to work for the protection, guidance, well being, and welfare of all participating players.

Article V: Amendments to By-laws

The By-laws or any section thereof may be amended or repealed by majority vote of the board members present at any called meeting of this association. A special meeting will be held after the spring season to discuss any amendments of the By-laws. Any amendment of these rules governing the MGSA shall be made in written form and presented to each manager and umpire's association.

- Standing rules – no changes shall be made to the standing rules without board of directors approval. No changes will be made during a season.

A 2 week notification period shall be given on any amendments in the by-laws.

Article VI: Code of Ethics

- (A) Board: All board members will be required to sign a code of ethics form.
- (B) Coaches: All coaches will be required to sign a code of ethics form.
- (C) Parents: All parents will be required to sign a code of ethics form.

Article VII: Elected Officers

All officers must come from the existing board. All officers shall be called the Executive Committee.

Article VIII: Executive Committee

The Executive Committee of the association shall be:

1. President
2. Vice President
3. Secretary
4. Treasurer

Article IX: Appointed Positions

Appointed positions are those positions appointed by the President with approval of the Executive Committee and board. Appointed positions make up the members of the MGSA Board.

Appointed Positions of the association shall be:

1. Scheduling Director
2. Equipment Director
3. Tball League Director and Assistant
4. Coach Pitch 6 year old Division
5. Coach Pitch 7-8 year old Director Division 1
6. Coach Pitch Director Division 2
7. Coach Pitch Director Assistant
8. U10 Recreational Director
9. U10 Select Director
10. U12 Director
11. U14 Director
12. Umpire Representative
13. Scholarship Team
14. Certification Director
15. Tournament Director
16. High School Scholarship Team

An individual who has been sanctioned by the MGSA, placed on probation or having been issued a suspension from Dallas Metro or ASA, shall not be allowed to serve on the executive committee for a period of not less than 5 years.

Article X: Duties of the Executive Committee and the Board of MGSA

- (A) President: Will organize, coordinate, reside over all meetings and take the necessary steps to operate this league in a safe and orderly fashion. He/She will promote good sportsmanship. He/She will make appropriate appointments of people to all committees, with executive committee approval. He/She will make recommendations on all matters being brought to a vote before representatives of the league. The President's vote will only count as a tiebreaker if needed. He/She will set dates for the new season, handle advertising, set tournament dates, delegation of opening day ceremony responsibilities, obtain permits, delegation of coaches camp and certification processes, delegation of players camp, scheduling MGSA night at the high school fields, registration responsibilities, parental issues, umpire issues, and coaches issues.
- (B) Vice President: Will work closely with the President and in a manner to always be ready to assume the President's duties, if and when needed. Will assume full President's duties when He/She is absent. He/She will handle all umpire, coaches, and parental issues. He/She will serve as chairman over all League Directors. He/She will be responsible for background checks on coaches.
- (C) Treasurer: Will handle all finances, financial reports, and the disbursement of funds from the league account. He/She will be responsible for any account changes, or signature changes, if there is a change in officers. All deposits or disbursements will be made in a timely and accurate manner. A monthly report will be given at each meeting. A yearly report will be given in the month of December which documents the yearly expenses. He/She will provide cost per player at end of fall season, from cost incurred during the entire year, to determine if fees are adequate.
- (D) Secretary: Will take all minutes and notes, file all correspondence and documents as needed by officers or league in an orderly manner. He/She will prepare and send to the President a minutes report 5 days before the next meeting.
- (E) Scheduling Director: Schedule all games for all seasons, tournament brackets, email updates to league directors, website updates, and keep up with the league line.
- (F) League Directors: Facilitate all communications with coaches. Manage drafts, rules interpretations/protests, and umpire issues for the respective

age division. Provide information to the Executive Committee on all issues concerning parents, coaches, and umpires.

- (G) Equipment Manager: Distribute and recover all equipment before and after each season. Process and track deposit checks for equipment. Inventory equipment after each season. Keep equipment room organized. Monitor equipment needs and procure equipment for each season. Board approval will be needed for yearly equipment purchases.
- (H) Umpire Representative: In charge of making sure all umpires understand all rules according to the MGSA and the ASA. Responsible for attending meetings that include coaches and discussing rules with the coaches.
- (I) Scholarship Team: In charge of overseeing and assessing the applications for scholarships into the MGSA league.
- (J) Certification Director: Coordinate and direct certification responsibilities of coaches.
- (K) Tournament Director: Coordinate all responsibilities for MGSA tournaments.
- (L) High School Scholarship Team: Review over applications from local high schools to pick most qualified applicants.

Article XI: Voting Membership

- (A) The Voting Membership of the association shall be limited to:
 - (1) Parents or guardians of the girls participating in the association
 - (2) Sponsor of each team (limited to one per team).
 - (3) The Executive Committee.
 - (4) Managers
 - (5) Assistant coaches (limited to 3 per team).
- (B) A team sponsor is any individual or organization selected by the team to vote on behalf of the team, so long as their team contribution is a minimum of \$150.00. Each person is entitled to one vote and each team is entitled to one sponsor vote. If a parent or guardian, a member of the Executive Committee, a manager, or an assistant coach is also a sponsor, that person would be entitled to 2 votes. All sponsors will be subject to approval.
- (C) The general membership will be advised at Opening Day Ceremonies of the 3rd year of the Executive Committees term, no later than the beginning

of the spring season, to submit nominations for the following year's Board of Directors. A deadline will be given for nominations to be received by the current Board.

Article XII: Finance and Accounting

- (A) The President, Secretary, and Treasurer should be signatories on the associations' banking accounts. Checks in the subject account are to be in the control of the Treasurer.
- (B) All money received shall be deposited within 1 week of receipt.
- (C) An outside source should be appointed to prepare an annual audit.
- (D) An outside source should be appointed to prepare the annual information tax return.
- (E) A hard copy financial report must be submitted for approval at each regularly scheduled Board of Directors meeting. Requests for expenditures must be approved by the Executive Committee and Board of Directors.
- (F) No part of the net earnings of the association shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons.
- (G) Checks over \$1500 must have two signatures.
- (H) The President of the MGSA shall write checks provided they stay under \$250. Any amount over \$250 will require a dual signature.

Article XIII: Board Members General Information

- (A) No member of the Executive Committee or Board shall have more than one vote.
- (B) No elected Officer of the Executive Committee shall hold the same office for more than 3 consecutive years. The Executive Committee and Board shall allow Elected Officers to serve on a yearly basis after the three year term has expired, if the Elected Officer chooses to do so, and only if the Executive Committee, Board, and Voting Members of the Association approve it by a majority vote. Any time after each yearly term, the Executive Committee and Board may remove an elected officer from their duties.
- (C) A yearly term is defined as the time between January 1 and December 31 of that year.

- (D) A quorum must be in attendance to conduct business. A quorum shall consist of at least a majority of the board.
- (E) Membership may be terminated by resignation or action of the Board.
- (F) Reasons for Board Dismissals:
 - (1) Lack of attendance, more than 3 consecutive Board meetings
 - (2) Lack of participation in the association
 - (3) Misconduct as a coach, parent or board member.
- (G) The Executive Committee and Board of Directors may appoint new members to serve in open or vacated positions. Assistants and helpers may be selected and assigned a title to assist, in carrying out the purpose of the association.

Article XIV: Parliamentary Procedures

- (A) Roberts Rules of Order shall govern in all cases wherein they do not conflict with these by-laws.
- (B) Standard Order of Business for Board Meetings
 - (1) Call to Order
 - (2) Minutes of the previous meeting
 - (3) Correspondence
 - (4) Treasurer's Report
 - (5) Report of Standing Committees
 - (6) Report of Special Committees
 - (7) Old Business
 - (8) New Business
 - (9) Adjournment

Article XV: Monthly and Special Meetings

The regular monthly meeting of the league will be held on the first Monday of each month, out of season, or first Sunday during the season. The meeting will start at 6:30 pm. If a holiday falls on the first Monday or first Sunday, the meeting will be moved to the following Monday or Sunday of the month. All dates should be established one year in advance at the September meeting.

Article XVI: Selection, Duties, and Discipline of Coaches

- (A) MGSA coaches are volunteers for the association. He/She must fill out a coaches application, a background check will be conducted, and each coach, assistant or head, must attend one coaches certification clinic per year or renew their certification card. A certification card allows you to be certified for 2 years. This documentation must be submitted to the Secretary upon completion.

- (B) Applications are reviewed by the Executive Committee and Board for approval.
- (C) Every coach shall respect the purpose and objective of the MGSA and teach in a way that upholds the views of the MGSA. All coaches shall be subject to removal or asked to resign by three-fourths vote of the board for justifiable reasons.
- (D) Each team shall have one head coach and up to 3 assistants. They shall be responsible for their team's conduct on or off the field, while acting as head or assistant coach.
- (E) Head coaches are responsible for holding a pre-season meeting to discuss the objective of your season, rules of your division, hand out, read, discuss, and sign a parent code of ethics with all parents at your meeting, discuss practice times, involvement of parents according to your philosophy, and any other necessary information.
- (F) Each head coach shall have their own child play on the team they coach. Assistant coaches may have their child play on the team they assist provided the child does not play on an existing team. Transferring from one team to another is not allowed during the season. A season is designated as the start date of the spring season to the end date of the fall season.
- (G) Any coach, assistant or head, ejected from a game may be brought before the Executive Committee and Board and will be subject to disciplinary procedures. A written explanation must be provided by each head coach. The coach will be suspended for one game after the first incident occurs. A 2nd ejection will result in ejection for the remainder of the season. A 3rd ejection will result in a permanent ejection from the league for a period of 5 years. Only the Executive Committee and Board of Directors may change this ruling.
- (H) Any coach who has been sanctioned by the MGSA, placed on probation, or having been issued a suspension by Dallas Metro or ASA, shall not be allowed to manage or coach a team until proof of the suspension being lifted is, in writing, on file, with the Executive Committee.
- (I) Must be 21 years old or older within the current season year.

Must be National Youth Sports Coaches Association (NYSCA) certified for current season year. MGSA shall provide NYSCA certification clinics for league coaches not more than twice per season year.

Article XVII: Age Qualifications

Under ASA guidelines, all girls within the jurisdiction of this organization whose age is (4) four through (18) eighteen of the association year are eligible to participate.

- (A) If the situation arises, where an age is in question, the association has the right to ask for proof of age.
- (B) Division ages and types of leagues (recreational or select) shall be approved by the Executive Committee and the Board in accordance with ASA regulations.
- (C) Subject to Executive Committee and Board Approval, a player may advance one age division from their designated age division, provided their birthday falls within one calendar year of the minimum age in the advanced division.

Article XVIII: Registration Procedures, Fees, and Their Use

- (A) Registration is offered on-line at mckinneygsa.com, in person at the community center, by mail, or through the previous coach.
- (B) Registration fees are used for the following reasons throughout the course of an MGSA season.
 - (1) Payment of uniforms
 - (2) Payment of trophies
 - (3) Payment of umpires
 - (4) Payment of Spring and Fall awards ceremonies
 - (5) Payment of Opening Day Ceremonies
 - (6) Payment of City User Fees
 - (7) Payment of Advertisements
 - (8) Payment of Insurance
 - (9) Payment of Equipment Needs
 - (10) Payment of Miscellaneous Items as needed for the League
- (C) Fees may be waived by a decision of the Board or those persons so vested with this authority by the Board.
- (D) No one shall be denied the right to join because of inability to meet the fee requirements.
- (E) Player scholarships are provided to those individuals not able to pay some or all of the registration fees. Scholarship are reviewed by a Scholarship Committee and approved by the Executive Committee and Board.

Article XIX: Playing Rules

- (A) The following age divisions are under ASA rules: 10U, 12U, 14U, 16U, and 18U. An ASA rulebook can be found on the leagues website.
- (B) The following age divisions are governed by MGSA rules: 6U and 8U. The rules governing these divisions can be found on the leagues website.
- (C) The home team is assigned to the 1st base side of the field.
- (D) No spectator, under any circumstances, will be allowed on the field at any time, unless there is a player injury.
- (E) A player may be held out of a game for disciplinary reasons or other extenuating circumstances. This action must be related to the plate umpire and opposing coach and noted on his/her score book before the start of play.
- (F) Coaches failing to play a player the set amount of time in a game, need to be reported by the opposing coach in writing; teams, name of players, division, coaches' name, and date of game, to the association directors within 24 hours of the incident.
- (G) Playing rules may be modified on an as needed basis. Modifications are made only by the Executive Committee and Board. Changes will be made at the end of a season.
- (H) If a player quits a team, the League Director or President must be informed immediately should the player wish to return and play, she can only be placed back on her original team or go into the blind draft.
- (I) There will be no rules agreements established at home plate prior to the start of a game (Gentlemen's Agreements). The rules of ASA and MGSA override all agreements between coaches.
- (J) Once an umpire makes a call, the call stands and play must go on. A coach, player, or parent may not stop the game after the umpire has already made clarifications to the call. The coach may protest the game following the proper protest procedures (Article XXVI).
- (K) Specific Age Division Playing Rules
 - (1) TBall Guidelines: provided on website.
 - (2) Coach Pitch Guideline: provided on website.
 - (3) 10U Guidelines: provided on website.

(4) 12U Guidelines: provided on website.

(5) 14U Guidelines: provided on website.

Article XX: Draft Guidelines

- (A) Coaches in all divisions, except Tball, are allowed to bring 7 members to their team. Of the 7, the coach(es) daughter(s) must be included. The remaining members of the team are decided either by an open draft or a blind draft, depending on the season. In the fall season, coaches may bring back an entire team.
- (B) **During** the spring and fall season, coaches are not allowed to recruit from other teams. If a team is disbanding, the players on the team are free agents and can be picked up on a team, provided the 7 team roster has not been met. If the 7 team roster has been met, the remaining players must be picked up in a draft situation.
- (C) Tball teams are allowed to bring in full rosters during the spring and fall season. If a team is not full, the team may pick up players through the draft.
- (D) The spring softball season holds open tryouts for all coaches to attend and evaluate players. Any player attending the tryout will be put in an open draft for coaches to choose from. At the open draft, the name, age, and skill level will be provided to the coach. If a player does not attend open tryouts, they will be put in the blind draft.
- (E) The fall season only has a blind draft.
- (F) If **after** the spring season, a player wishes to leave a team, but the team is not disbanding, the player must be put into the blind draft in the fall. The player is not allowed to choose the team they wish to be on.
- (G) **After** the fall season, players will be **free agents**, unless they are protected on the 7 team roster of their previous coach. **Protected means the parent has signed a registration form and given it to their coach giving them permission to have that player on their team.** If a player does not want to be protected on the 7 team roster, the player **may**, in writing, request to be removed from the team and must have specific reasons of why they wish to leave the team. Jumping from team to team will not be allowed after rosters have been made official by the MGSA league.

Article XXI: Tryouts

Date, time, and location of try-outs will be announced to all MGSA Coaches at a general meeting as soon as dates are confirmed. Head coaches will notify players of the date, time, and location.

Article XXII: Equipment and Uniforms

- (A) Equipment will be issued at the beginning of the fall and spring season. Equipment deposits of \$100 will be made to MGSA, which will not be deposited unless the equipment is not returned prior to or at the Awards Ceremony of each season. The MGSA is responsible for supplying safe and up to date equipment. A yearly inspection of all equipment will be made by the Equipment Director. It will be the coach's responsibility to report any lost or damaged equipment at the league's expense upon prior approval by the officers of the league. It is suggested that the Equipment Director be notified of the request for fulfillment prior to seeking approval from the Executive Committee.
- (B) The MGSA is responsible for supplying numbered jerseys and shorts to each player.

Article XXIII: Practice

- (A) Section 21-65 of the City Code about youth practice. Except with prior approval by the Parks and Recreation Department there shall be no practice upon (1) park fields which have been prepared as game fields; (2) McKinney Independent School District dedicated game or practice fields; or (3) areas where games and practices have been canceled due to rain.
- (B) Any team guilty of violating the prohibitions of practicing on any of the listed facilities shall forfeit one league game, penalties may also be assessed as authorized herein, the Parks and Recreation Department may, however, allocate game fields as practice areas on a available basis.

Article XXIV: Tournaments

- (A) The MGSA hosts a league only tournament at the end of the spring season. The MGSA also hosts several select tournaments throughout the year for the purpose of raising funds for the general use of the league.
- (B) For the running and organizing of tournaments, there shall be a combined effort by the Executive Committee, all other committees, and members of the league to be successful.

Article XXV: Insurance

- (A) MGSA offers insurance to all players and teams through their registration fees. A group type insurance obtained by and in the name of the MGSA shall cover each participant in league play or practice session of the MGSA. Each player shall be required prior to participating in any league play or practice session, to pay a specified registration fee and return completed application form. No MGSA facility will be available until above requirements have been met.
- (B) The league shall supply any yearly insurance, for any team involved.

Article XXVI: Protests

A protest must be placed on record verbally with the umpire and in writing in the score book at the time of the incident. The protest must only involve rules interpretations and not judgment calls. A written protest must then be presented to a League Director within 24 hours of the incident and accompanied with a \$50 deposit.

- (A) The Executive Committee and Board will rule on protests within 5 days after receiving the protest.
- (B) If the Executive Committee and Board votes that the protester loses the protest, the \$50 deposit will be placed into the general softball fund. If the Executive Committee and Board votes that the protester wins the protest, the \$50 deposit will be returned.
- (C) Umpire of protested game should be present at the Board of Directors meeting and must submit a written statement.

Article XXVII: Division Standings

- (A) Coaches of the winning team have 48 hours days to report their score. If the winning coach does not report the score within that time frame, the team will be given a tie game in the standings.
- (B) The standings are updated by the scheduling director.
- (C) Coaches can report their scores through email correspondence. Specific directions will be given to transfer this information.
- (D) Standings are decided by team win/loss records at the end of the season.
- (E) In the event a tie exists in (D) above involving an award position, head to head competition will be considered first, then runs scored will determine final standings.

- (F) If the above is still inconclusive, a playoff game will be mandated.

Article XXVIII: Fundraising

The MGSA may ask for all league teams to participate in fundraising events to help with needed costs for the organization. The MGSA will organize all fundraising events for the upcoming season. The MGSA uses Opening Day Ceremonies, Players Camps, Select Tournaments and Coaches Camps as fundraising events.

Article XXIV: Drug, Alcohol, and Tobacco Use and Profanity or Unsportsmanlike Conduct

- (A) The MGSA provides a fair and unified system for all teams to follow. The individual teams shall abide by all provisions set forth by the league. 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 officers of the league. Any complaint regarding sportsmanship and conduct of coaches, players, and fans, must be submitted in writing, to the League Director 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.
- (B) Alcohol, profanity, drug abuse, tobacco use or unsportsmanlike conduct in the general area will not be tolerated. The penalty for such will result in immediate expulsion from the league.

Article XXX: Child Abuse Statement

The MGSA will have a zero tolerance policy regarding suspicious and known child abuse instances. The MGSA will take necessary measures to ensure the safety of the children participating in the league. If any child abuse is suspected or known, the MGSA will notify appropriate law enforcement agencies.

Article XXXI: Miscellaneous Information for MGSA

- (A) The MGSA hosts an Annual Opening Day Parade and Ceremony before the start of the spring season. All league and select teams are required to be involved in the MGSA Parade and Ceremonies.
- (B) The MGSA hosts an Annual Player Awards Ceremony after the spring season recognizing the accomplishments of each player and team.

Article XXXII: Dissolution of the Organization

Upon the dissolution of the McKinney Girls Softball Association, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose.