

## BYLAWS - KENTWOOD BASEBALL LEAGUE

### Mission Statement

The Kentwood Baseball League is a nonprofit organization which is organized and managed entirely by volunteers. The purpose is to provide a youth recreational baseball and softball program which provides all players equal opportunities for learning and competition. The Kentwood Baseball League is committed to providing a quality experience in a safe and family oriented environment. The league is a non profit organization under IRS rules and regulations.

### ARTICLE I

#### Name

This organization shall be known as the Kentwood Baseball League, hereafter referred to as "KBL". The league was incorporated as a not-for-profit corporation by Certification of Incorporation, dated April 15, 1975.

### ARTICLE II

#### Membership

##### Section 1

The membership of KBL shall consist of persons interested, and actively participating in the operation of KBL. This includes board members, head coaches and community volunteers. The members of KBL shall be eligible to vote at the annual meeting per Article VIII Section 2.

##### Section 2

The Executive Board shall consist of five (5) positions: President, Vice President, Secretary, Treasurer and Umpire in Chief.

##### Section 3

The Board of KBL consists of the Executive Board and a minimum of 3 additional board members elected at the annual meeting. Additional board members may be appointed by the Board throughout the year by a majority vote.

##### Section 4

Board members may also hold coaching positions on any team in the league. Commissioners may not be a coach or assistant coach for a team in a division for which they are responsible.

### Section 5

The president will preside over both special and board meetings. He/she will have power to limit debates (exception Article VI, C). He/she will appoint the committees and call any special meetings. He/she will reschedule rained-out games. He/she will perform all other duties common to that office.

### Section 6

The Vice President shall perform duties of the President in his/her absence. He/she will assist the President in all ways possible.

### Section 7

The Secretary shall keep the minutes of special and board meetings. He/she shall make the League's correspondences. He/she shall compile all the records. He/she shall send out notices on special meetings. He/she shall perform all other duties common to that office.

### Section 8

The Treasurer will be responsible for the finances, financial records, and related activities of KBL. He/she will report to the Board at scheduled meetings. He/she will submit an annual budget to be approved by the Board. He/she will be responsible for appropriate tax, IRS and other regulation paperwork. He/she will perform all other duties common to that office.

### Section 9

The Umpire in Chief will be responsible for final decisions regarding rule interpretation.

## ARTICLE III

### Meetings

#### Section 1

KBL shall hold general meetings. The date, time and place of these meetings shall be determined by the President. This information is in the KBL calendar that is posted on the web site. Meetings are open to all membership. An agenda for each general meeting shall be provided to the Board at least 72 hours prior to each meeting. Minutes of the meeting shall be provided to the Board within one week of the meeting. Voting is limited to the Board.

#### Section 2

The annual meeting will be in September at which time the election of the Board will be held.

### Section 3

Special meetings may be called by the President, or at least three (3) members of the Board, when business demands it. A minimum of 48 hour notice by email or other written notification is required.

### Section 4

Proposals for rule changes of KBL must be presented in writing to the Executive Board prior to the annual meeting. The Board will review and make recommendations for voting at the annual meeting.

### Section 5

All voting of the general or special meetings shall require a simple majority to carry. (Exception: Article VI, E.)

## ARTICLE IV

### Board

#### Section 1

The President may appoint committees as deemed necessary to promote and fulfill the mission of KBL. In addition as the need arises, individuals may be appointed by the president to task positions to fulfill the purpose of KBL.

#### Section 2

Vacancies in elected Executive Board shall be filled by the President with Board approval until the next annual meeting. The office of President, if it becomes vacant, is filled by the Vice President until the next annual meeting. Vacancies in appointed positions may be filled by the President with Board approval.

## ARTICLE V

### *Board Responsibilities*

#### Section 1

The League rules for KBL are as printed on the website. The final interpretation is determined by the Umpire in Chief.

#### Section 2

An individual may be a coach or assistant of record on only one team in a class.

#### Section 3

The Board shall have the final judgment as to the fields to be used. The daily decision of the fitness of the field(s) will be the responsibility of the President, Umpire-in-Chief or

Their representative.

Section 4

It is the responsibility of the Board to see that each field and each team is properly equipped.

Section 5

It is the responsibility of the Board to establish territorial limits for the league.

Section 6

The Board shall be the final judgment to the suitability of sponsors, coaches, and umpires.

ARTICLE VI

Amendments

The Bylaws of KBL may be amended in the following manner:

- A. An amendment must be presented in writing to the Executive Board prior to the annual meeting.
- B. Proposed amendments will be reviewed by the Board for consistency with the Mission Statement of KBL. All proposed amendments with the Board's recommendations, will be presented at the annual meeting for discussion and vote.
- C. Debate on the amendment shall not be limited.
- D. One amendment at a time shall be voted upon.
- E. A two-thirds majority of those members present is necessary to pass the amendment.
- F. No individual may have more than one (1) vote.

ARTICLE VII

Terms

Section 1

The terms of the officers shall run from September to September. This includes all members of the Board and appointed officials. An executive board position shall last no longer than three (3) consecutive terms. A person may not serve another term on the Executive Board in the same role for three (3) terms after the end of their previous term.

## Section 2

The fiscal year for KBL is September 1 to August 31.

## ARTICLE VIII

### Quorum

#### Section 1

A Quorum shall be necessary to pass all Board KBL business. A Quorum will be considered those present at Board, annual, and special meetings. *The minimum number to vote is five (5).*

#### Section 2

Voting members at the annual meeting are:

- a.) Members of the Board
- b.) Head coaches (or assistant coach by written proxy) who participated in the current calendar year program or are committed to participate in the next year's program.
- c.) *Community volunteers who are actively participating in KBL*

## ARTICLE IX

### Fiscal Policy

#### Section 1

The Board will monitor the budget and may approve other expenditures for league purposes as it sees fit.

#### Section 2

Board approval is needed for expenditures over \$500 unless preapproved as part of the yearly budget. Exceptions are the necessary purchase of food and related consumable supplies to run the concession stand.. Emergency expenditures under \$2000 may be approved by 2 members of the executive board.

#### Section 3

In addition to the Treasurer, the Vice President shall be listed as a signatory on the League bank account and shall review the financial records of the league at least once each fiscal year.