



**Blythewood Baseball League**  
**P.O. Box 384 \* Blythewood, SC 29016**  
**803 561-7051 \* [www.BlythewoodBaseball.org](http://www.BlythewoodBaseball.org)**

**Constitution**  
**Article I - Name**

The name of this organization will be the Blythewood Baseball League, otherwise referred to as BBL.

**Article II - Purpose**

The primary purpose of BBL will be to provide programs that help children grow physically, mentally, and emotionally through participation in baseball. The organization will strive to produce well-rounded baseball players with good technical skills by focusing on development of the individual. BBL shall be a non-profit organization.

**Article III - Programs**

The objectives outlined in Article II will be pursued through a "Recreation" program, where emphasis is to be placed on having fun and developing fundamental baseball skills.

**Article IV - Affiliation**

BBL will be affiliated with Dixie Youth Baseball (DYB), Richland County (SC) Parks/Recreation, and the National Youth Sports Coaches Association (NYSCA) and follow rules and guidelines specified by each organization unless superceded by local option rules. BBL may also seek affiliation with any other organizations from which it may benefit. Under no circumstances will control of BBL be given over to another organization.

**ARTICLE V - Membership**

Section 1 - Eligibility and Classes - Any person sincerely interested in active participation to support the objectives of this Organization may apply to become a member. Such membership roster shall include the following classes of members:

**Player Members:** Any boy or girl meeting the requirements set forth by the Board of Directors and who resides within the authorized boundaries of the Organization shall be eligible for participation, but shall have no rights, duties or obligations in the management or in the property of the Organization.

**Regular Members:** A member of the league is any interested person who has been acknowledged and confirmed by the Board of Directors. All Board of Directors members, managers, coaches, parents, volunteers and/or other elected or appointed officials are active members in good standing.

Section 2 - Termination - Membership may be terminated by resignation or by action of the Board of Directors due to just cause. Just cause may be determined as acts or deeds which are contrary to the welfare of the Organization or its players. A majority vote is required for termination. To eliminate any vagaries, Behavior shall be defined as acts or deeds of any player or regular member that are contrary to the objectives as outlined in Article II and III, either within the confines of BBL or as representatives of BBL.

The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting shall have the authority to discipline or suspend or terminate the membership of any members of any class when the conduct of such person is considered detrimental to the best interests of BBL as defined above. The member involved shall be notified of such meeting, informed of the general nature of the charges and given the opportunity to appear at the meeting to answer such charges.

The Board of Directors shall, in the case of a player member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before the Executive Board, which shall have the full power to suspend or revoke such player's right to future participation.

Any manager, coach, or parent who is ejected from a game for the second time in a season shall appear before the Executive Board, which shall have the full power to suspend or revoke such manager's, coach's, or parent's right to future participation.

#### **Article VI - Governing Body (BBL Board)**

BBL shall be governed by a Board composed of elected officers and appointed members as listed below. Officers will be elected during May of each year at the General Membership Meeting/Election with the term of office commencing July 1. Appointed members will be selected by majority vote of the elected officers at the first Board meeting after August 1. Elected and appointed officers will both serve one year terms ending with elections the following year. Elected officers other than the Secretary/Treasurer may not serve more than five consecutive terms. Individuals may hold more than one position, but only in the event that no volunteers are available to fill the other positions. Each Board member will have a single vote except for the President, who will only vote in the event of ties. In cases where an individual holds two offices, he/she will only have a single vote. The BBL Board must approve the hiring of persons who will fill paid positions, including the compensation to be paid.

##### Elected Officers

1. President
2. Commissioner
3. Secretary
4. Treasurer
5. Vice-President of Colt
6. Vice-President of Dixie Boys
7. Vice-President of Majors
8. Vice-President of Minors
9. Vice-President of Coaches Pitch

10. Vice-President of T-Ball

Appointed Members may include but are not limited to:

1. Immediate Past President
2. Public Relations Director
3. Website Director
4. Equipment Director
5. Competition Director
6. Sponsor / Fundraising Director
7. Recreation Director (non-voting)
8. Grounds Director
9. Umpire Director (non-voting)
10. Concession Director (non-voting)
11. At-Large Member (non-voting)
12. At-Large Member (non-voting)
13. At-Large Member (non-voting)
14. At-Large Member (non-voting)
15. At-Large Member (non-voting)
16. At-Large Member (non-voting)
17. Assistant League Secretary (non-voting)
18. Co-Fundraiser Director (non-voting)
19. Co-Equipment Director (non-voting)

A member of the Board of Directors may resign by delivering a written resignation to the President or Secretary of the Organization. Such resignation shall be effective upon receipt (unless specified to be effective at a later date by the resigning member) and acceptance thereof shall not be necessary to make it effective unless so stated in the resignation.

#### **Article VII - Recreation League Committee**

The Recreation League Committee will manage league play. This Committee will consist of the Vice Presidents from each league, the President, the Commissioner, Umpire Director, and one at-large member. Each committee member will have a single vote. The league VPs will manage recreation play in each age group. These persons will assist the Commissioner and be responsible for the day-to-day operation of each league. The BBL President will have decision-making authority on what matters need to be taken before the Executive Committee.

#### **Article VIII - Replacement of Elected Officials and Appointed Members**

Should any elected officer or appointed member of the Board be unable to complete his/her term, he or she may be replaced by majority vote of BBL Board members present at the first BBL Board meeting following his or her resignation, or at a subsequent BBL Board meeting if deemed appropriate. If the person is a member of the Recreation League Committee, he or she may be replaced by majority vote of the Committee members present at the first Committee meeting following his or her resignation, or at a subsequent Committee meeting if deemed appropriate.

#### **Article IX - Advisory Committee**

The BBL Board will be advised by three Standing Committees plus temporary committees established by the BBL Board as deemed appropriate.

1. Executive Committee - Chaired by the President and staffed by Commissioner, Treasurer, Secretary, and Immediate Past President, this subcommittee will be responsible for establishing policies within and between all leagues and teams. It will have core responsibilities for ensuring the league complies with DYB, Richland County Recreation Commission, and overall BBL policies and procedures. It will also be responsible for assigning and placing any player whose parents request that their child play up in an age bracket.
2. Fund Raising Committee - Chaired by the Sponsor Director and staffed by the Commissioner, Treasurer, Tournament Director, Dugout Club Director, Concession Director, and one At-Large member, this subcommittee will be responsible for establishing events and activities that promote and create one-time and recurring revenue streams that benefit the BBL.
3. Tournament Committee - To be chaired by the Tournament Director and additional members as designated by the President and confirmed by the board. The Tournament Committee is responsible for developing and managing BBL sponsored tournaments as approved by the BBL Board.

#### **Article X - Meetings**

1. General Membership Meetings - A General membership meeting will be held in April of each year at a date, time, and location to be set by the BBL Board. Other general membership meetings may be called by the BBL Board as needed. These meetings will be open to all BBL members as well as to the public and will serve as the sole formal means for members to provide input to the BBL Board. Any individual or organization may be placed on the agenda of the general membership meeting by notifying the President or the Secretary at least one week prior to the meeting. Anyone requesting time to speak on a bona fide issue will be given the opportunity to do so. Officers will be elected by the general membership during the annual meeting. Only registered members may vote during this election, with each family having a single vote.
2. BBL Board Meetings - BBL Board meetings will be held as deemed necessary by the Board at times and locations to be set by the BBL Board, unless canceled by a majority vote at a prior BBL Board meeting. These meetings will be open to all BBL members as well as to the public. A quorum of one-half of the voting- BBL Board members must be present for BBL Board to proceed. In the absence of a quorum, the meeting will be rescheduled. The President or a designee will notify by phone or in writing/email of the rescheduled meeting BBL Board members. Members present at the rescheduled meeting shall constitute a quorum and may transact business on behalf of the league.
3. Committee Meetings - Committee meetings will be held as deemed necessary by the Committees at times and locations to be set by the Committees, unless canceled by majority vote at a prior Committee meeting. Committee meetings will not be scheduled to conflict with BBL Board meetings. Committee meetings will be open to all BBL members as well as to the public. A quorum of forty percent of the voting Committee members must be present for Committee meetings to proceed. In the absence of a quorum, the meeting will be rescheduled. Committee members will be notified by phone or in writing/email of the rescheduled meeting by the Committee Chairperson. Members present

at the rescheduled meeting shall constitute a quorum and may transact business on behalf of the Committee.

## **ARTICLE XI - RULES OF ORDER**

The rules contained in the "ROBERT'S RULES OF ORDER" shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of this League.

### **Article XII - Geographic Area**

BBL will draw its players primarily from the Blythewood and Northeast Columbia community, but will accept as members any resident of the state of South Carolina or any player deemed eligible to play for BBL by the DYB.

### **Article XIII - Dues**

All players registering with BBL during a seasonal year (August 1 to July 31) will be members of this organization, along with their parents. Others who do not have children participating in a BBL program can become members by registering and paying a nominal registration fee set by the BBL Board. Only dues paying members are eligible to participate in BBL voting.

### **Article XIV - Seasonal Year**

BBL's seasonal year will begin on August 1st and end on July 31st of the following year.

### **Article XV - Colors**

BBL's colors will be purple, black, and grey.

### **Article XVI - Dissolution of the Association**

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, 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 a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

### **Article XVII - Prohibited Activities**

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and

distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

#### **Article XVIII – Finances and Accounting**

The Board of Directors shall decide all matters pertaining to the Finances of the Organization.

Section 1 - The Board of Directors shall decide all matters pertaining to the finances of the Organization and it shall place all income in a common league treasury.

Section 2 - The Board of Directors shall not permit the disbursement of Organization funds for purposes other than the conduct of league activities.

Section 3 - Two signatures will be required (one by the Treasurer and the other by the President) for the disbursement of funds exceeding \$1,000 unless voted by the Board of Directors.

Section 4 - No director, officer, or member of the Organization shall receive directly or indirectly any salary, compensation, or emolument from the Organization for services rendered as director, officer, or member.

Section 5 - The fiscal year of the Organization shall begin on the first day of August and shall end on the last day of July.

Section 6 - The accounting books shall be reviewed by two members of the Board of Directors as appointed by the President at the end of each fiscal year. In addition, the filing of taxes both state and federal shall be accomplished no later than November 15 of the following year.

#### **XIX - Amendments**

Any proposals or motions to amend the Constitution and Bylaws of this Association must be filed with the Secretary in writing not less than 60 days prior to a General Membership Meeting. Written submittals will be reviewed by the BBL Board, which will submit a recommendation to accept or reject the proposal at the next General Membership Meeting. The proposed amendment will be read aloud to the membership for consideration and voted upon. A vote of two-thirds of the members present will be required to carry the amendment.

This Constitution was ratified on 01/07/03 at Blythewood, South Carolina by unanimous vote of Board members present at a board meeting.

## **Blythewood Baseball League**

### **By-Laws**

#### **Article I - President**

Blythewood Baseball League President:

Is the chief executive officer of the Organization (subject to the control of the remaining members of the Board of Directors) and shall have general charge and supervision of the affairs of the Organization.

The President shall:

Serve as the primary coordinator of all BBL activities.

- Preside over all BBL Board Meetings and General Membership Meetings.
- With the assistance of the Treasurer prepares and submits an annual budget to the Board of Directors for its approval and be responsible for the proper execution thereof.
- Represent the Organization at any district, national or other baseball/softball programs of which the Organization is associated.
- Assure that all necessary permits are attained to allow the efficient operation of the Organization regarding fields, fund raising, concession stand, and opening day activities.
- With the assistance of the Commissioner, examine the application and supporting proof-of-age document of every player candidate and certify to the age and residence eligibility before the player may be accepted for tryouts and/or selection.
- Along with the Commissioner, preside over the tryouts, draft, and selection of All-Stars for all the divisions.
- Serve as non-voting member of the Board (the President shall vote only to break ties).
- Notify Board members of Board meetings rescheduled due to lack of a quorum.
- Coordinate the activities of all contractors and all employees.
- Serve as a member of any Committee.
- Serve as chairman of the Executive Committee.
- Serve as BBL's representative to DYB & Richland County Parks & Recreation meetings.

- Serve as BBL's primary representative to other organizations unless otherwise specified in BBL's Constitution or By-Laws.
- Be authorized to sign checks drawn on all BBL checking accounts.
- Be authorized to sign documents on behalf of BBL.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

## **Article II - Commissioner**

The Blythewood Baseball League Commissioner shall:

Succeed to the powers of the President in the absence of the President.

### The Commissioner shall:

- Supervise all registrations, tryouts, player selection processes, drafts and All-Star selection processes.
- Record all player transactions and maintain an accurate and up to date record thereof.
- With the President, be responsible for checking the qualifications of registrants including residence and age eligibility and shall investigate all complaints with respect to such qualifications.
- Be responsible for the preparation of a master roster of all league/division players.
- Work in conjunction with the President and the League VP's to define league structure, team composition, tryout formats, draft formats, manager/coaches selection and All Star selection process format.
- Assign and schedule the playing fields of the Organization.
- Devise the schedules for each league with the help of the League VP's.
- Maintain meeting minutes in the absence of the Secretary.
- Sign documents on behalf of BBL in the absence of the President.
- Serve as a voting member of the Board.
- Serve as a member of the Executive, Fund Raising, and Tournament Committees.

- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

### **Article III - Vice-Presidents**

The Blythewood Baseball League Vice-Presidents Shall:

- Assist the BBL Board and all committees as a special advocate for the development and growth of opportunities for youngsters to play baseball. It is intended that this will be a volunteer (non-paid) office.
- Serve as a voting member of the board.
- Provide day-to-day management and guidance to respective league.
- Work in conjunction with the Commissioner to establish division rosters, select managers, determine game and practice schedules, conduct tryouts, direct the draft/player selection process, and direct the All-Star selection process.
- Conduct meetings of the division, establish practice schedules, monitor practices and games, and distribute and collect equipment and uniforms.
- Are responsible for the actions of the managers, coaches, and players that are assigned to their division.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

### **Article IV - Secretary**

The Blythewood Baseball League Secretary shall:

- Succeeded to the powers of the President in the absence of the President and Commissioner.
- Maintain and distribute meeting minutes at General Membership, Board, and Committee Meetings.
- Serve as a voting member of the board.
- Provide day-to-day management and guidance to official league business.
- Serve as a member of the Executive Committee.

- Be authorized to sign checks drawn on all BBL checking accounts.
- Maintain registration information for all players.
- Submit registration records for BBL to DYB and/or SCYSA officials as required.
- Coordinate all insurance claims.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the board. It is intended that this will be a volunteer (non-paid) office.

**Assistant League Secretary:** Duties include: Assisting the League Secretary, and performing duties as requested by League Secretary. A non-voting position.

### **Article V - Treasurer**

The Treasurer is the chief financial officer and the chief accounting officer of the Organization.

The Treasurer shall:

- Be in charge of the Organization's financial affairs and shall safeguard all funds, securities, and valuable papers and make the records available for inspection by BBL officials or members upon reasonable request..
- Keep full and accurate records thereof.
- Report on the financial affairs at each meeting of the Board of Directors.
- Assist the President in the preparation of an annual budget for submission to the Board of Directors.
- Receive all monies and securities and deposit these funds in a depository approved by the Board of Directors.
- Monitor and administer the monies allocated to the operation of the concession stand, umpires equipment procurement, fund raising activities, etc..
- Assist the Directors and Committees with the preparation of budgets.
- Provide recommendations to the Board and to the Committees on registration fees.
- Prepare all monies due to BBL and pay all bills.
- Submit financial reports at all General Membership Meetings.
- Prepare a year-end financial report.
- Serve as a voting member of the Board.
- Serve as a member of the Executive Committee.

- Be authorized to sign checks drawn on all BBL checking accounts.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the board. It is intended that this will be a volunteer (non-paid) office.

**Article VI - Equipment Director:**

- Shall research prices for equipment and uniforms which will be necessary for the operation of the leagues during the upcoming season, with special attention given to the quality of the items, the vendor's ability to provide the desired items, and the services provided by the vendor.
- Shall provide to the President an itemized list of equipment and uniforms with associated costs for purchase.
- Shall procure equipment and uniforms upon approval by the Board of Directors.
- Shall make necessary arrangements with the Commissioner and League VPs for the distribution and collection of equipment and uniforms.
- Shall maintain an inventory of equipment and uniforms.
- Other duties deemed necessary by the board.

Expanded detailed responsibilities as defined by BBL Executive Committee:

- Shall order all uniforms from the same vendor for the same season
- Uniforms provided from the league shall be hat, shirt and socks and shall not be altered or modified in any way
- Uniforms shall consist of maximum players allowed and three coaches
- Styles of uniforms shall be consistent for all age levels
- All league provided equipment (i.e.: batting helmets, catchers gear and etc.) shall be standard black or navy blue in color
- Trophies for participating in regular season and all-stars shall be executive board approved
- All-star uniforms shall be the same for all leagues consisting of league, player number and Dixie Youth patch. All- star parent shirts shall be the same for all leagues.
- Uniforms for all-star teams shall be ordered by the equipment director – no extra items shall be ordered through the league- additional shirts, hats, bat bags, etc. shall be ordered directly by the coaches and parents
- Any parent items during regular season and all-stars shall be the coaches responsibilities not a duty of the equipment director

- The sponsorship director shall provide all information relating to sponsor specific needs for the uniforms.
- All efforts should be made to obtain the lowest price on all goods (equipment, uniforms, etc.) purchased. To this extent, competitive bids should be obtained (at least two) from available sources. The treasurer of the league has the final approval on the purchases in excess of \$100.00 in agreement. This approval must be in writing. Any unapproved purchases will not be honored by BBL. The competitive bids may be obtained on a per purchase basis or on a predetermined discount agreement with the vendor.

**Article VII - Concession Director:**

- Shall be responsible for the operations of the concession stand during the months of baseball operations.
- Shall be responsible for the procurement of the necessary goods to sell at the concession stand.
- Shall be responsible for the financial operations of the concession stand including the: checkbook, paying bills, depositing all monies in the concession account.
- Shall be responsible for the scheduling of members to assist in the manning of the concession stand during hours of operation. These members will be responsible for the opening and cleaning of the rest rooms, preparation of food, delivery of food, and cleaning of the concession stand.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

**Article VIII - Fund Raiser Director**

- Shall plan, organize, run and distribute all of the designated and Board approved fund raising activities in support of the Organization. This will include, but not be limited to such events as the BBL Booster Club, Golf Tournament, and any raffles or auctions.
- Shall submit to the Board of Directors for approval a list of planned fund raising activities with a schedule.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

**Article IX - Director of Umpires:**

- Shall be responsible for the training of umpires for all BBL leagues in accordance with DYB and Richland County Parks and Recreations.
- Shall be responsible for scheduling umpires for all games.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

**Article X - Immediate Past President**

The Immediate Past President of the BBL shall:

- Provide advice and guidance to the BBL's Board.
- Serve as a voting member of the Board.
- Other duties deemed necessary by the board.

A more detailed job description can be established by the BBL Board. It is intended that this will be a volunteer (non-paid) office.

These Blythewood Baseball League By-Laws were ratified on 01/07/03 at Blythewood, South Carolina by unanimous vote of board members present at a board meeting.

Amended on February 18, 2004, to further define Equipment Director Responsibilities.

Amended on August 10, 2008, the board voted and approved the Website Director will be a voting member and the Umpire Director will be a non-voting member.

Amended on July 13, 2009, the board voted and approved to add the following positions:

- At-Large Member (non-voting)
- At-Large Member (non-voting)
- At-Large Member (non-voting)
- Assistant League Secretary (non-voting)
- Co-Fundraiser Director (non-voting)
- Co-Equipment Director (non-voting)

President \_\_\_\_\_  
Signature Date

Commissioner \_\_\_\_\_  
Signature Date

Secretary \_\_\_\_\_  
Signature Date

Treasurer \_\_\_\_\_  
Signature Date