

Reno Fastpitch Softball, Inc.

Bylaws

Article I: Name

The name of this organization shall be Reno Fastpitch Softball, Inc. (Herein referred to RFS).

Article II: Purpose

The purpose of RFS shall be to operate a fastpitch softball league for girls between the ages of 5 and 23 regardless of race, creed, religion or economic status.

Article III: Board of Trustees

A. Composition

1. The Board of Trustees shall consist of no less than 5 members and no more than 25 members.

B. Quorum and Voting

1. A majority of the board members must be present to conduct business.
2. All matters decided by the board shall be by a majority vote.
3. In instances of a tie vote, the President of the Board shall cast the deciding vote. In instances where the President's vote creates a tie, the winning side shall be determined by the side for which the President voted.

C. Resignation and Removal

1. A board member may resign at any time by submitting a written resignation to the Board of Trustees of RFS. Unless otherwise stated, the resignation shall be effective immediately upon receipt of the notice.
2. Any board member may be removed from the board with or without cause by a majority vote of all of the members of the Board of trustees of RFS.

Article IV: Officers, Terms, Duties, Nomination and Election

A. Officers

The officers of RFS shall consist of the following: President, Vice-President, Secretary, Treasurer, Director of Player Personnel, 16 and Under Division Representative, 12 and Under Division Representative, 10 and Under Division Representative, 8 and Under Division Representative, Director of Safety and Equipment, Director of Field Maintenance, Director of Concessions, Director of Communications, Chief Advisor and Umpire in Chief. The positions listed above are mandatory. Other Positions may be added as deemed necessary by the Board Of Directors with a majority vote.

B. Terms

The officers of RFS shall serve a term of two years and may not succeed themselves more than one time, unless amended by special election and a majority vote. The term of office shall be from July 1 through June 30.

C. Resignation and Removal

1. Any officer may resign at any time by submitting a written resignation to the Board of Trustees of RFS. Unless otherwise stated, the resignation shall be effective immediately upon receipt of the notice.
2. Any officer may be removed from their office with or without cause by a majority vote of all of the members of the Board of trustees of RFS.

D. Duties of the President

The president shall:

- a. prepare the agenda for meetings of the board and preside at the board meetings.
- b. organize yearly goals
- c. appoint members to committees as needed
- d. may attend any committee meeting
- e. coordinate work of all officers of RFS
- f. attend and assist in events sponsored by RFS
- g. serve a a voting member of the Board of Trustees of RFS
- h. represent RFS as its spokesperson and promoter throughout the community
- i. the leadership of the president shall be done in good faith for the benefit of RFS, staying within the purpose, goals and mission of RFS.

E. Duties of the Vice-President

The vice-president shall:

- a. act as an aide to the president

- b. perform all duties of the president in the absence of the president or the inability of the president to serve
- c. represent the president as request
- d. oversee the chairpersons of any and all committees appointed by the president
- e. perform other duties as assigned
- f. represent RFS and promote the goals of RFS throughout the community

F. Duties of the Secretary

The secretary shall:

- a. be a custodian of the corporate records of RFS
- b. maintain a copy of the current bylaws of RFS
- c. record the minutes of the meetings of the board of directors
- d. present copies of meeting minutes at the next meeting for review and approval
- e. keep an accurate and current list of all officers and members of the board of directors, including addresses and telephone numbers
- f. create correspondence as directed by the board of directors or the president
- g. represent RFS and promote the goals of RFS throughout the community

G. Duties of the Treasurer

The treasurer shall:

- a. receive and deposit all funds of RFS
- b. keep full and accurate accounting of all receipts and expenditures of RFS
- c. present a financial statement at every meeting of the board of directors of RFS
- d. make disbursements as authorized by the president or the board of trustees. The signature of two officers of RFS shall be required on all checks in excess of \$100 and no more than five checks with one signature shall be made in any calendar month.
- e. submit books semi-annually or upon change of treasurer for review by an audit committee appointed by the president of RFS. The chairman of the audit committee shall submit a statement in writing to the board certifying that the books of RFS are in order.
- f. report to the president of RFS
- g. represent RFS and promote the goals of RFS throughout the community

H. Duties of the Director of Player Personnel

The Director of Player Personnel shall:

- a. maintain a list of all players in each division of RFS
- b. supervise the division representatives
- c. conduct investigations of complaints against any coach, player or parent and submit the results of said investigation to the board for disciplinary action.

I. Duties of Division Representatives

The Division Representatives shall:

- a. supervise the coaches and managers within their division
- b. assist the president and the board in selecting coaches, managers, chaperones, and assistant coaches for their division.
- c. Assist the Director of Player Personnel with investigations into complaints of misconduct by coaches, players or parents.

J. Duties of Director of Safety & Equipment

K. Duties of Director of Field Maintenance

The Director of Field Maintenance (DOFM) shall:

- a. be responsible for maintaining the fields on which all RFS league games are played.
- b. The DOFM shall inform the City of Reno of the need for repair, replacement or reconditioning of properties leased by RFS.
- c. The DOFM shall recommend to the RFS board of directors for its' approval, the need to contract for repair or replacement of equipment, supplies or field facilities, so as to maintain all fields in a safe playing condition.
- d. The DOFM shall maintain an inventory of field maintenance equipment stored at each facility.
- e. The DOFM shall be authorized to spend up to \$100 for emergency repair or supplies needed to maintain the playing fields, and shall submit receipts for all emergency expenses paid to the league Treasurer for reimbursement.

L. Duties of Director of Concessions

The Director of Concessions (DOC) shall:

- a. supervise the snack bar operated by the league.
- b. The DOC shall be responsible for ordering all items sold in the concession stand and schedule board members to operate the stand.
- c. Any board member or other designated individual operating the snack bar will submit the proceeds of that days sales to the DOC, the league Treasurer or other designated officer.
- d. A report of the sales for each day the snack bar is open shall be maintained in the snack bar and be turned in to the league Treasurer by the DOC monthly, when the snack bar is in operation.

M. Duties of Chief Advisor

The Chief Advisor shall:

- a. give advice to the board relating to the league and its' relationship with the National ASA Governing Board and rules.

N. Duties of Umpire in Chief

The Umpire in Chief shall:

- a. supervise, schedule, train and discipline all umpires used in league games.

Article V: Amendments and Revisions to the Bylaws of RFS

If a quorum is present, a two-thirds vote of those members of the board present and voting may amend these bylaws. Amendments may be proposed by any voting member of the board of directors. Notice of the proposed amendment shall be given to all members of the board at least 7 days prior to any meeting on which the amendment shall be voted on.

Article VI: Rules of Order

Robert's Rules of Order, revised, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Article VII: Disciplinary Actions

1. Any complaint brought by a board member, a coach, the parent of a player or a player, shall be submitted to the board of directors for review by the Division Representative for that Division or by the Director of Player Personnel.
2. All complaints shall be reviewed by the board of directors, to determine if the complaint is valid or if said complaint needs further review or investigation.
3. If it is determined by the board of directors, that the complaint requires further review, the president shall appoint a committee to investigate the complaint. This committee shall consist of at least three members of the board, including the Director of Player Personnel and the Division Representative unless one of these board members is an involved party in the complaint. An involved party is defined as the person bringing the complaint, the subject of the complaint or a witness involved in the action causing the complaint.
4. If a complaint involves verbal abuse of a player, parent, coach, umpire, board member or other individual, and it is determined that the complaint is valid, the board may suspend that individual from one to three games, depending on the severity of the incident.
5. If a complaint involves physical abuse of a player, parent, coach, umpire, board member or other individual, and it is determined that the complaint is valid, the board may suspend the subject of the complaint for two or more games, remove that individual from the league.
6. If a complaint involves the parent of a player, involving either verbal or physical abuse, and it is determined that the complaint is valid, the board may suspend the subject of the complaint from attending one or more games or forbid the subject of the complaint from attending any game or other function of RFS.

Article VIII: League Property

- 1 All league property, including moneys collected, shall be turned in to the league Treasurer or other responsible officer, and equipment or other property belonging to the league, shall be turned in to the Director of Safety and Equipment or other designated officer within five days following the end of any season.
- 2 The end of the season shall be determined by the last league game played, or the final all-star game played in any season, if the person possessing the money or equipment is involved in the all star tournament.
- 3 If said money and/or equipment or other property is not properly turned in to the league, a letter demanding same shall be sent to the person holding said money and/or equipment or other property demanding it be properly turned in within ten days.
- 4 If said money, equipment and/or other property is not turned in by the end of this ten day period, the league reserves the right to pursue legal action to regain control of its' assets.

Dated this _____ day of June, 2002.

Respectfully submitted:

Approved: _____

Dis-approved: _____

Secretary _____