

Revised:
July 2019

**RAMONA SPORTS ASSOCIATION, INC.
PONY BASEBALL BYLAWS
2019-2020**

These bylaws shall govern the organization and operation of the Ramona Sports Association, Inc., Pony Baseball, and any act or decision of the Association, its constituent bodies, officers or agents, contrary to the provisions of these bylaws of the Ramona Sports Association, Inc., Pony Baseball, and shall become effective upon approval by a majority of the members present and voting at a previously announced general membership meeting.

ARTICLE I, ASSOCIATION NAME AND LOCATION

The name of the organization shall be RAMONA SPORTS ASSOCIATION, INC., PONY BASEBALL. The organization shall be in Ramona, CA, and shall be duly incorporated under the laws of the State of California. The boundaries shall be those of the Ramona Unified School District (92065). Julian and Warner Springs School Districts as permitted by Pony Baseball, i.e. Pony Division only.

ARTICLE II, OBJECTIVE

The objective of the Association shall be to implant in youth the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, strong and happy, and grow to be decent, healthy and trustworthy adults. The Association will provide a supervised program of competitive baseball as outlined by PONY BASEBALL, INC.

ARTICLE III, MEMBERSHIP

There shall be one class of voting members as follows: Parents or Guardians of players, team sponsors or other contributors, managers, coaches and other volunteer leaders, shall be members. Any person above the age of 18, who supports the objectives of the Association, may become a regular member by signing the membership register maintained by the Secretary. Registered players age 3 through 20 as of **August 31st** of the calendar year shall be known as player (non-voting) members.

All memberships expire annually on the day prior to the beginning of player registration and may be renewed at any time thereafter.

No dues shall be assessed for membership. No member duly elected to the Pony Baseball Board of Directors shall receive any pay for service to the Association, but this shall not prevent any member from providing goods or services to the Association.

ARTICLE IV, BOARD OF DIRECTORS

The Association shall choose a Board of Directors whose function shall include but not be limited to the following:

1. Conduct meetings of the Association;
2. Register members and players;
3. Establish playing rules generally consistent with the official rules of baseball as modified for youth by PONY BASEBALL, INC.;
4. Establish schedules, teams, organization and membership organizations;
5. Provide equipment, facilities, and leadership;
6. Ensure adequate financing and operate the fiscal affairs of the Association using sound business judgment and procedures;
7. Conduct the business of the Association; and
8. Take disciplinary and
corrective measures as required to maintain order within the association.

The Board of Directors shall consist of one president; three vice presidents; one (each) secretary; treasurer; player agent, equipment manager; facilities director; parents auxiliary; head scorekeeper; public relations director; chief umpire; concessions director; park commissioner representative; webmaster, tournament director, and Stallion Director. The specific duties of these directors shall be as follows:

President: Presides at the Association meetings and assumes full responsibility for the operation of the Association, subject to these bylaws and the decisions of the Board of Directors. The President shall see to it that all personnel are properly informed of all phases of the rules, regulations and policies. The President chairs the decisions council and is ex-officio, a non voting member of all committees for special purposes.

The President shall compose an annual letter to be distributed to league members. The letter shall discuss league policies and procedures regarding member participation in support of the league functions.

Vice Presidents: The following constitutes the three divisions:

Division I: Bronco & Mustang Leagues

Division II: Pinto & Pony/Colt Leagues

Division III: Shetland/Foal Leagues

Vice Presidents represent their respective divisions as voted upon by the Board of Directors. Ensure that the rules for minimum playing time and pitching eligibility are observed and that the provisions of the team managers and coach's agreements are

carried out within their respective divisions. They shall be responsible for their contribution to overall field maintenance and shall see to it that at each game the home team properly prepares the field for play. The Vice Presidents are members of the facilities, local league rules, scheduling, and suspension committees. In absence of the President, the first Vice President(Pony Division) shall preside at Association meetings. Should the presidency become vacant, the Division I Vice President shall perform the duties of that office until the office is filled in accordance with the provisions of these bylaws. A Vice President, or their spouse, shall not manage a team in a division they represent. Division responsibilities are subject to change based on board needs.

Secretary: Prepares the agenda for Association meetings and keeps the minutes of those meetings. The Secretary receives correspondence and routes it to the proper/appropriate director as the board shall direct. The Secretary maintains the membership register, is responsible for notification for all association meetings, certifies election outcomes and works with the Public Relations Director to prepare the yearly brochure. The Secretary serves on the local rules committee and is recorder for the decisions council.

Treasurer: Assumes responsibility for all Association finances and receives and disburses all Association funds. The Treasurer and or President sign's checks. The Treasurer supervises preparation of the budget, maintains financial records, including tax records, and regularly reports the status of the Association funds. The Treasurer shall be responsible for maintaining the Associations status as a California non-profit corporation. The Treasurer shall serve on any sub-committee that requires financial obligations.

Player Agent: Organizes annual dates for sign-ups, certifies the eligibility of players, conducts skill assessments, administers player selection, orders uniforms, order year-end awards, conduct volunteer background checks, and supervises the transfer of players according to the rules of Pony Baseball, Inc. The player agent is a member of the scheduling committee and an alternate member of the decisions council.

Equipment Manager: Supervises the storage, inventory, maintenance, distribution and acquisition of all association equipment, is responsible for changing locks, providing volunteers with keys, facilitates services for trash and portable restrooms, and is a member of the budget committee.

Facilities Director: Responsible for the development and improvement of fields and facilities, coordinates the overall maintenance and preparation of the fields for play, facilitates pest control, chairs the facility committee, and is a member of the budget committee.

Parents Auxiliary: Organizes and supervises all fund raising activities, organizes and leads Team Parent meeting, supervises opening day and awards activities, provides the Public Relations Director with event information and is a member of the budget and

facilities committees and assists in the development and improvement of the fields and facilities.

Concessions Director: Responsible for the total operation and maintenance of the snack bar and is a member of the budget and facilities committees.

Head Scorekeeper: Provides training for official scorekeeper, coordinates official score keeping for each game, maintains statistics(as needed) and current league standings on website, works with the Vice Presidents responsible for determining that the rules regarding minimum playing time and pitcher eligibility are observed and shall report any infraction to the appropriate Vice President. The Head Scorekeeper is a member of the local rules committee and suspension committee, and chairs the scheduling committee.

Park Commission Representative (“RPRA”): Represents the Association at the Ramona Parks and Recreation Association meetings, serves as a liaison with other organizations using Ramona Park District facilities, attends the Water Board meetings, when appropriate and reports to the Association board all decisions and policies of the Water and Park boards. The Park Commission rep shall assist with Facilities Director and is a member of the facilities committee.

Chief Umpire: Is responsible for scheduling umpires, coordinates a CPR training class, concussion protocol, and a child abuse education class for managers, chairs the local rules committee and is a member of the scheduling and suspension committees and the decisions council.

Public Relations Director: Provides publicity for all Associations activities using website and social media avenues, posts for the general membership all changes in the bylaws and local playing rules, and all decisions of the decisions council, prepares the yearly program and assists in the development and improvement of the fields and facilities. Shall be in charge of advertising sales to include team sponsorships, program and field baseball ads, banners, etc.

Webmaster: Maintains the league website, sets up registrations, and emails membership with updates.

Tournament Director: Responsible for the total organization and operation of the annual Ramona Baseball Invitational (“RBI”) tournament, is a member of the budget and facilities committees, and handles any subsequent tournaments as voted upon by the board.

Stallion Director: Represents the Stallion teams and serves as their liaison to the board. Responsible for supervising fundraising activities, coordinating with Parents

Auxillary & Public Relations, coordinating the use of fields with the recreational teams, organizing tryouts, and collecting fees for field usage. Maintains a “binder” of field schedules, payments, and communications between the board and Stallion managers. The Stallion Director chairs Stallion manager committee and is a member of the facilities committee.

ARTICLE V, ELECTION, APPOINTMENT AND TERM OF OFFICE

The term of office for directors shall be one year from August 1st through July 31st. Directors may serve consecutive terms. Outgoing directors shall attend two meetings following the expiration of their term to advise incoming directors. The board shall consist of fifteen (18) elected members, nominated and chosen by the general membership at the general membership meeting to be held in July.

The Secretary will, 7 days prior, confirm the nominations, request a voluntary statement of goals and post the ballot, alphabetically listing all nominees, noting incumbent positions. The votes will be tallied by an online survey service. The President will collect all counted ballots and hold for a period of 30 days. If after 30 days, a request for a re-count has not been received, ballots will be disposed of.

The 18 members shall, at their first meeting, choose from among their numbers the holders of the elected offices. Should an office become vacant for any reason during the term of office specified in these bylaws the President shall, with prior approval of the board, make an appointment to fill that office. In the event the President vacates that office, the Board of Directors shall vote for a new President. Spouses cannot serve concurrently unless voted on by the board.

A director may be removed from office for failure to perform the duties of office, a violation of the bylaws, rules or board policies, or other conduct detrimental to the interests of the association. Any board member who misses four regular meetings may be asked to step down. Removal of a director from the board can be brought by quorum by the board of directors in an executive session. Any board member who is affiliated as a board member of another Pony league should not be a board member of Ramona Pony Baseball.

ARTICLE VI, MEETINGS

A regularly scheduled Board of Directors meeting shall be held the first and third Monday of each month. The first thirty minutes of scheduled meetings are open to the membership to address the board. The President may call meetings more often if necessary, and shall call a board meeting within 3 days of being petitioned by two directors. A quorum shall consist of a majority of the Board Members. Those eligible to vote shall consist of board members present. The President may vote only in case of a

tie. Local playing rules and amendments are provided for elsewhere in these bylaws. All other decision of the board shall have effect only during the making board's term of office.

A general membership meeting will be held at closing ceremonies. NO action taken at a general membership meeting shall be called unless notice of that meeting shall have appeared on Ramona Pony website at least 48 hours prior to the meeting. The President may vote only in the case of a tie. A 2/3 vote of the general membership present at the meeting can put an item back before the board for consideration.

ARTICLE VII, DISCIPLINARY PROCEEDINGS

The Board of Directors has the authority to censure, suspend, expel or otherwise discipline any person, not addressed by the suspension committee, for violation of the bylaws, rules, board policies or other conduct detrimental to the interest of the Association. The board shall take no cognizance of anonymous accusations or complaints. Any complaint should be in written form, and submitted to the President. Any complaint or accusation against any person shall be heard and considered by the board in executive session, the public and general membership being excluded. Any person subject to disciplinary proceedings must be notified of the complaints or accusation against him or her at least 48 hours prior to the meeting at which disciplinary action is to be considered. Any person subject to a disciplinary proceeding shall have the right to have testimony heard in an executive session of the board, the general membership and the public, except witnesses and the person complaints against being excluded. However any decision of the board regarding disciplinary action must be made available upon request.

ARTICLE VIII, COMMITTEES

The Association shall utilize committees to assist the directors in performing their duties. All committees shall be sub-committees of the board and committee decisions shall take the form of recommendations to the board. The president shall be an ex-officio, non-voting member of all committees. The term of office of the standing committees of the Association shall be the same as that of the board. The following constitutes the standing committees:

Suspension committee: Shall consist of each Vice President (chair, VP1), Chief Umpire and Head Scorekeeper. The suspension committee will make efforts to contact a manager or coach or discuss failure to meet the requirements of field preparation and umpiring assignments of the manager and coaches' agreements, but will take appropriate measures to enforce suspension prior to the managers' of coaches next game.

Budget Committee: shall consist of the Treasurer (chair), Equipment Manager, Facilities Supervisor, Parents' Auxiliary, President and Director of Concessions. The committee shall prepare and present an annual budget for board approval, recommend budget revisions from time to time and assist the Treasurer in overseeing the Associations fiscal affairs.

Facilities Committee: Shall consist of the Facilities Supervisor (chair), Park Commission Representative, Treasurer, Parents' Auxiliary, President, Concessions Director and the Vice Presidents and shall plan for and implement the development of fields and facilities.

Rules Committee: Shall consist of the Chief Umpire (chair), Secretary, Head Scorekeeper and Vice Presidents. The committee shall annually prepare and present a set of local playing rules for board approval prior to the beginning of the playing season and shall recommend revisions of these rules from time to time as needed, and will annually review the Association bylaws and make recommendations to the board for any needed changes.

Scheduling Committee: Shall consist of the Head Scorekeeper(chair), Chief Umpire, Player Agent, and Vice Presidents. The committee shall prepare and present game schedules to the board for approval prior to the beginning of the playing season, shall schedule the fields for practice and reschedule postponed or unfinished games.

Ad Hoc Committees: In addition to the standing committees, the President may, from time to time, with the approval of the board, appoint ad hoc committees for a special purpose, which consists of at least one director and two other association members. The board action creating such committee shall specify the function, duration and termination circumstances.

ARTICLE IX, DECISIONS COUNCIL

The Association shall maintain a decisions council consisting of the President (chair), Chief Umpire and another Association member appointed by the President, with approval from the board. The Player Agent shall serve as the alternate, voting in place of an absent or ineligible member. The Secretary shall serve as a recorder, but shall not vote unless the Secretary is the member appointed by the President. It shall decide all protests and, upon request, shall render definitive interpretations of the playing rules. The decisions council may be guided by the advice of professional umpire associations of the Pony Baseball, Inc. Field Representative. All decisions of the council are final. Decisions of protests must be rendered within 10 days of the protested game, and be posted on Ramona Pony website and/or sent through email..

No member of the council shall be eligible to decide a protest arising in a division of which he/she manages or coaches. The Chief Umpire shall be ineligible to decide protests arising from games, which he umpired. Other members may declare themselves ineligible by reason of conflict of interest. Should more than one member be ineligible to decide any protest, the president shall appoint a substitute for that decision only.

ARTICLE X, LOCAL PLAYING RULES

Prior to the start of the season, the rules committee shall propose and the board shall approve a set of local playing rules consisting of modifications and supplements to the Official Rules of Baseball, as modified by Pony Baseball, Inc., which shall be made available to all members. Local rules shall supersede Pony Baseball rules.

The local playing rules maybe be changed from time to time by the board, although no change shall be valid unless it has appeared in the local newspaper or posted at the baseball complex 48 hours prior to its being adopted. All changes must be posted at the complex for 48 hours. These safeguards may be suspended by a 2/3 vote of the board in attendance to rectify an emergency. No local playing rules change will affect a game played prior to their adoption.

ARTICLE XI, FINANCES

The Association shall follow principles of sound fiscal management and shall pay all debts as they become due. The Board of Directors shall adopt an annual budget, shall from time to time make necessary revisions in that budget, and shall see to it that the financial records of the Association undergo a professional annual audit.

No Association funds shall be expended or any dept contracted over \$500 without the approval of the board and in accordance with the approved budget. All Association checks shall bear the signature of the Treasurer and/or the President or another officer authorized by the board.

ARTICLE XII, AMENDMENTS

These bylaws shall be reviewed annually by the rules committee and amended if necessary by the Board of Directors. These bylaws will be updated as necessary but not to exceed four years.