



SUNCOAST SOFTBALL LEAGUE BYLAWS

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VERSION 006

Suncoast Softball League, Inc.

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Chapter 1 Membership

Section 1 Membership Qualifications

Article IV of the SSL Constitution defines the types of memberships within our organization.

Membership shall be valid until such time as a future membership fee(s) is past due or the member has been suspended or expelled from the league as outlined in any of the SSL governing documents. Any member who does not pay their membership fee and/or insurance fee or is suspended or expelled is a member not in good standing and must remain off of the field-of-play during game play or their team will receive a forfeit for any game played with a member not in good standing. In addition, the Executive Council may request that a waiver and release of liability form be filled out by any or all members of the SSL, even those members who have previously completed one. Failure to comply with this request will result in that member becoming a member not in good standing. All prospective members shall, upon request, furnish proof of age to the officers of SSL. The following discusses some of the special circumstances that effect said memberships.

Section 2 Membership Guidelines

With the only exception being the Summer Softball Season, members will not be permitted to play until they have attended a New Player Skills Assessment Clinic and completed all league registration documents as required. Skills clinics will be provided by the League Ratings Committee prior to the start of each season of play, as well as at the Ratings Committee's discretion during season play. Once a new player has been placed on a team, they enter a probationary period for their first season of play to be reviewed in game situations by the Ratings Committee to ensure they are truly in the correct division and to be reviewed by the Division Commissioner to ensure the member's code of conduct and sportsmanship are in line with our mission statement. If the Ratings Committee feels the player is exhibiting skills that require they be moved to a higher or lower division during this period, the Ratings Committee shall collect information on the player's abilities and adjust the player's rating accordingly. The Ratings Committee will notify the Division Commissioner, who shall notify the coach or manager of the adjustment in rating for the player in question. New player ratings are not eligible for appeal if changed by the Ratings Committee in their first season of play. If the Division Commissioner determines that the player is exhibiting poor sportsmanship, the Executive Council shall act accordingly including but not limited to the players suspension or expulsion from the league.

Teams losing a player or multiple players due to removal by a Ratings Committee decision will be allowed to replace players only if the team's roster satisfies the depleted roster requirements. Player(s) that are removed from a team's roster due to removal by a Ratings Committee decision will be allowed to pick up with any team in the appropriate division even though the team of choice does not satisfy the depleted roster requirements.

Section 3 Membership Voting Rights

Each member, upon acceptance as a member of the League, shall be entitled to one vote on each matter submitted to the League membership, as long as the membership remains in good standing.

Section 4 Membership Transfers

Membership in this League is not transferable or assignable. Should a membership be terminated, the current season's dues shall not be refundable. Should a member who was previously expelled apply for membership by completing his or her application and paying the current season's dues not be accepted by the Executive Council, the current season's dues will be refunded.

Section 5 Suspension or Expulsion of a Member

Any member of the Suncoast Softball League can be expelled or suspended by a vote of not less than two thirds of the entire Executive Council, with the Commissioner voting only in the case of a tie.

An individual who has been suspended, and therefore whose membership is “not in good standing” will not be allowed to participate in any league games, be on any team roster and will not be allowed to serve in any leadership capacity, including but not limited to the following: the Executive Council, Team Council, League committees, team manager, or coach.

All prospective individuals who may have been suspended or expelled by the League shall be reviewed by the Executive Council prior to acceptance into the League. A vote of not less than 2/3 (two-thirds) of the Executive Council is required to waive an individual’s suspension, or reverse an individual’s expulsion.

Chapter 2 Meetings of Members

Section 1 Place of Meeting

Article V of the SSL Constitution identifies the types of meetings of members and when they are held. The Executive Council may designate any place as the place for these meetings of members so long as it shall be held within the boundaries of the Greater Tampa Bay Area.

Section 2 Notice of Meeting

Written notice stating the place, day, and time of any meeting of members shall be delivered by mail or email to each team’s rostered Team Representative for distribution to their team members. This notice will be delivered no less than seven (7) or more than twenty-one (21) days prior to the date of such meeting. In the case of a Special Meeting of the Membership, the purpose or purposes for which the meeting is called shall be stated in the notice.

Section 3 Quorum

The members in good standing present at any meeting of the members, which is duly called, shall constitute a quorum at such meeting. Any meetings of the members are open only to members in good standing.

Section 4 Order of Business

At the Annual Meeting of the Membership, unless otherwise directed by a vote of the majority of members present, the order of business shall be as follows:

- A. The reading of the minutes of the last Annual Meeting of the Membership and any and all Special Meetings of the Membership held subsequent thereto;
- B. Report of the Executive Council;
- C. Report of Special Committees;
- D. Installation of new officers;
- E. The proposed budget outline for the following fiscal year, beginning July 1, will be presented, which will be approved at the July meeting of the Team Council;
- F. Proposed amendments to the SSL Constitution, Bylaws, or other governing documents of the League;
- G. Old business; and
- H. New business.

Chapter 3 Executive Council

Section 1 General Powers

The affairs and funds of the league shall be managed by the Executive Council, subject only to Article VI of the SSL Constitution.

Section 2 Membership and Tenure as Officer

Each officer shall hold office until a successor, who shall have been qualified and elected, is installed at the Annual Meeting of the Membership, unless such officer shall sooner resign, be removed, or otherwise

be unable to perform the duties as an officer. Each voting officer will be elected for the appropriate term as outlined in the SSL Constitution.

Section 3 Vacancy

Any vacancy occurring on the Executive Council shall be filled by the Commissioner, pursuant to Article VI of the SSL Constitution. The Commissioner will consult the Executive Council who needs to provide no less than a two thirds vote of a candidate to fill a vacancy. The appointee shall be a member in good standing and shall hold office for the remainder of the term of the member who he or she succeeded. Such appointee, however, shall not be disqualified for election for a full succeeding term.

Section 4 Quorum

A majority of the voting members of the Executive Council shall constitute quorum for the transaction of business at any meeting of the Executive Council, but if less than a majority of the officers is present at said meeting, a majority of the officers present may adjourn the meeting from time to time without further notice.

Section 5 Manner of Acting

The act of a majority of the officers present at a meeting at which quorum has been met shall be the act of the Executive Council, unless the act of a greater number of officers is required by these Bylaws.

Section 6 Involuntary Resignation

Any member of the Executive Council, who shall absent himself or herself from two (2) consecutive regular meetings of the Executive Council, unless previously excused by the Commissioner, may be deemed to have resigned as a member of the Executive Council and may be replaced in accordance with the provisions stated in these Bylaws.

Section 7 Removal

Removal of any officer of the League may occur for reason of conduct not in the best interest of the League, or for failure, refusals, or inability to perform the official duties of the office.

Section 8 Compensation

The Executive Council shall serve without compensation, but are exempt from paying annual membership dues during their term.

Section 9 Committee Involvement

The Executive Council shall assign committee responsibilities to each officer and/or a duly appointed representative of the Executive Council.

Chapter 4 Officers

Section 1 Officers

Article VI of the SSL Constitution identifies the League officers and defines the role and responsibilities for each officer. Officers will work on behalf of all League members and will at all times make decisions in the best interest of the League as a whole. As such, officers are ineligible to serve on the Team Council as a Registered Team Representative as long as they maintain their office.

Section 2 Exclusive Powers

The Executive Council shall have the following exclusive powers, subject to Article VI of the SSL Constitution:

- A. Enforcement of the penalties for violation of the League rules;
- B. Prescribe additional duties for any of the Officers in addition to those set forth in these Bylaws;

- C. To set fees for membership at its discretion;
- D. Management of all affairs of the League and acting on any and all questions relating in any manner whatsoever thereto, and to make all contracts necessary for the proper transaction of all League business;
- E. Upon a vote of not less than two-thirds (2/3) of the entire Executive Council, to suspend or expel a member for conduct in violation of these Bylaws or rules in other governing documents, or for conduct improper or prejudicial to the best interest of the League;
- F. Be responsible for the preparation of annual financial and IRS reports, including the hiring of a certified public accountant, if necessary.

Chapter 5 Committees

Section 1 Removal of Committees

Any member of a committee may be removed by a majority vote of the Executive Council, whenever in their judgment the best interest of the League shall be served by such removal.

Section 2 Term of Office

Each member of each committee shall serve until the next Annual Meeting of the Membership and until his or her successor is appointed, unless such committee shall sooner be terminated or unless such a member shall resign or be removed from the committee.

Section 3 Vacancy

Any vacancy in the membership of any committee may be filled by appointment as provided in Article VIII of the SSL Constitution.

Section 4 Chairperson

The Commissioner shall appoint one member of each committee created to serve as the chairperson of such committee, unless otherwise provided for in the SSL Constitution or these Bylaws.

Section 5 Rules

Each committee may adopt rules for its own governance, so long as those rules are not inconsistent with these Bylaws or the rules adopted by the Executive Council.

Section 6 Ten (10) Permanent Committees

The following bylaws are associated with the ten (10) permanent committees identified in Article VIII of the SSL Constitution.

Subsection 1 Gasparilla Softball Classic Committee

The Gasparilla Softball Classic is an annual softball tournament produced by the Suncoast Softball League each President's Day weekend in February. The goals of the Gasparilla Softball Classic are:

- A. To provide a tournament-like atmosphere where our League teams can officially begin their softball year, and where many of our players will experience the rich rewards of tournament play for the first time;
- B. To encourage participation and provide a place for gay softball teams and players from around the United States and Canada to visit the Tampa Bay area each year for a warm weather winter experience;
- C. To serve as a fundraising mechanism to achieve several goals including, but not limited to:
 - 1. Funding the Suncoast Softball League's participation in the North American Gay Amateur Athletic Alliance (NAGAAA), including trips for the NAGAAA Representative and Commissioner to the winter and summer meetings, as well as Annual NAGAAA

- Membership Dues and mandatory NAGAAA World Series registration fees;
- 2. Raising monies which may be used to offset travel expenses of our League teams to other tournaments around the country, providing that the following conditions for reimbursement are met:
 - a. The coach of the team seeking reimbursement must provide their player roster both before and after the out-of-state tournament played in to the League Treasurer and Commissioner.
 - b. The roster must have at least 75% of players listed that are current SSL playing members in good standing.
 - c. The team travels under one of the registered team names in the SSL for the current season in which the team seeks reimbursement.
 - d. Members are expected to actively promote the Gasparilla Softball Classic
 - e. Final reimbursement decisions are at the discretion of a majority vote by the Executive Council, with the Commissioner voting only in instances of a tie; and
- 3. Making a donation to a local charity; and
- D. To work with our League sponsors and other community organizations and businesses that may benefit from the presence of these winter visitors to our area. Being a member of NAGAAA is not necessary to hold a tournament, but facilitates attendance, since most cities are members and will travel only to other member tournaments. NAGAAA, therefore, encourages attendance at our tournament. The Gasparilla Softball Classic, therefore, should be financially responsible for the League's NAGAAA expenses, and our League should benefit from tournament revenues by providing other playing opportunities in cities around the country.

Tournament Producer

- A. The elected League Producer shall serve as the Tournament Producer for the Gasparilla Softball Classic.
- B. For purposes of the tournament, the League Producer's duties shall include, but not be limited to:
 - a. Coordinate and oversee each of the following subcommittees and ensure that all deadlines established are met: Awards, Publicity (local), Accommodations/Travel, Publication, Budget/Finance, and Volunteers (for the prescribed duties);
 - b. Secure the playing fields for the following year's tournament;
 - c. Serve as Fundraising Chairperson, which may include soliciting local and/or corporate sponsorship for the tournament;
 - d. Other tournament and League functions as directed by the SSL Commissioner; and
 - e. Serve as authorized signatory on any funds which are authorized by the Tournament Committee for tournament competition.

Tournament Director

- A. Individuals seeking the position will apply and be interviewed prior to selection of the Tournament Director. The Director must have served on the Gasparilla Softball Classic Committee or have been on the Executive Council before he or she will be considered.
- B. The Tournament Director must be a member in good standing per Article IV of the SSL Constitution. Functions of the Director include:
 - a. Coordinate and oversee each of the following Sub-Committee Chairs and ensure that all deadlines established are met: Select 1 Competition Director for Each Field, Out of Town Publicity, Entertainment / Social, Scheduling,

- Field Maintenance, Concession (t-shirt sales), Umpires / Officiating, Registration, First Aid, Volunteers (for the prescribed duties)
- b. Recruit teams from NAGAAA and non-NAGAAA cities to participate in the Classic.
- c. Gather all information from Sub-Committees to be placed in players' and umpires' welcome packets.
- d. Serve as authorized signatory on any funds which are authorized by the Tournament Committee for tournament competition.
- e. The Director will vote only in case of a tie.

General Operations

By the end of September, solicitations to all NAGAAA and non-NAGAAA cities will be mailed or emailed, followed up by phone calls as necessary. All field and hotel arrangements should be established and finalized at this time.

Proceeds

The Classic will maintain start-up capital no less than the amount of \$5,000.00.

Additional monies will be distributed as follows:

- A. A final report of the tournament shall be presented to the Executive Council and the Team Council at the March Team Council meeting following the Classic. Any outstanding transactions must be noted.
- B. From the net income, an amount equal to the yearly expenses for the NAGAAA Representative and Commissioner to travel to a winter and summer meeting (amount to be determined when League budget is approved each year) along with an amount equal to the required yearly NAGAAA membership dues and mandatory NAGAAA World Series fees will be provided.

Subsection 2 Sports Information Committee

The duties of the Sports Information Committee shall include, but are not limited to:

- A. Creating the game play schedule, according to the Scheduling Guidelines, for the fall and spring softball seasons, which shall be presented to the Team Council for approval prior to the start of each respective season, with the exception of summer season, and ensuring teams comply with the roster and rating requirements in the Bylaws and other governing documents. The Committee shall also schedule and coordinate the summer softball season and solicit interest from teams to play. The Committee shall coordinate reservation of softball fields for game play with the Executive Council.
- B. Receiving all initial team rosters from each team's coach or manager two weeks before the start of each season, except the summer season, and sending the completed team rosters to the chairperson of the Ratings Committee and the League Secretary.
- C. Sending any team roster changes to the chairperson of the Ratings Committee.
- D. Ordering and coordinating the awards that are given annually to League members and teams in good standing. The SSL will give the following awards, to be handled each year by the Sports Information Committee, in conjunction with the Executive Council and the Election Committee:
 - 1. First, second, and third place trophies;
 - 2. An award for each member of the first place team;
 - 3. Participation plaques to remaining teams;
 - 4. The Tim Blunk Memorial Commissioner's Award, which is given to the person (player or non-player) who contributed most to the League and is voted upon by the Executive Council;
 - 5. The Steve White Memorial Spirit Award, which is given to the team that displays true

- spirit during the entire year.
- a. Qualifications for this award will be:
 - i. Support of all League activities;
 - ii. Sportspersonship during softball play; and
 - iii. Establish and maintain comradeship among team players and other teams in the League.
 - b. Nominations for the Spirit Award must be in writing on a form chosen by the Election Committee and submitted during the spring nomination period.
 - c. The Team Council will then formally nominate three teams, from which the winner will be selected by the general membership during spring elections.
 - d. The team receiving a majority of votes will be declared winner.
 - e. In the event of a tie, all tied teams will be declared winners.
6. The Scott Lenker Memorial Leadership Award as voted on by League members, which recognizes the individual that provides the most significant contributions to the success of the League, and associate League activities, throughout the current year.
- a. Qualifications for the award will be:
 - i. Support of all League activities;
 - ii. Sportspersonship during softball play;
 - iii. Establish and maintain comradeship among team players and other teams in the League; and
 - iv. Serves on one or more committees during fall or spring season.
 - b. Nominations for the Scott Lenker Memorial Leadership Award must be in writing on a form chosen by the Election Committee and submitted during the spring nomination period.
 - c. The Executive Council will then formally nominate three to six candidates, from which the winner will be selected by the general membership during spring elections. The person receiving a majority of votes will be declared winner.
 - d. In the event of one candidate not receiving a majority of votes, a runoff vote between the top two candidates shall be held the following week to determine the winner.
 - e. Any person winning the Team Tampa Bay Award prior to July 2013 is NOT required to pay League membership dues for as long as he or she participates in the Suncoast Softball League, but must pay other dues, such as insurance fees, under normal guidelines as defined by the League.
 - f. The winner, along with the finalists, will be recognized for their contributions at the end of the year.
7. The J. W. White Inspirational Award, which is given to the League member that demonstrates sportspersonship and inspiration to other League members throughout the year.
- a. Qualifications for the award will be:
 - i. Support of all league activities;
 - ii. Sportspersonship during softball play;
 - iii. Establish and maintain comradeship among team players and other teams in the League;
 - iv. Assists in the mentoring of new players;
 - v. Ensures that the League remains a safe and accepting environment for all; and
 - vi. Exemplifies the award description above.
 - b. Nominations for the J. W. White Award must be in writing on a form chosen by the Election Committee and submitted during the spring nomination period.
 - c. The Team Council will then formally nominate three candidates, from which the winner will be selected by the general membership during spring elections. The person receiving a majority of votes will be declared winner.

- d. In the event of one candidate not receiving a majority of votes, a runoff vote between the top two candidates shall be held the following week to determine the winner.
- E. Coordinating with the Website Committee to ensure schedules and game play information are posted on the League website in a timely manner. The Committee shall also work with the Website Committee to ensure all past and future League award winners are posted on the League website for recognition and for League members to view.

Subsection 3 Election Committee

Duties of the Election Committee shall include, but are not limited to:

- A. Verify nomination and second, by way of nomination form, of all prospective nominees;
- B. Verify eligibility of nominees (see Chapter 8, Section 1);
- C. The nominees will be posted on the website for general membership to view within 24 hours of the closing of nominations;
- D. Prepare uniform ballots with the name of each person running for the position (each division will vote for their respective Assistant Commissioner) as well as an area for write-ins for each position, run the election verifying that only those members in current good standing are able to vote, review the status of any team with a bye week or is not playing the week of voting and allowing them to vote via means that will be made available to them (absentee voting will be accepted via email to the two committee Co-Chairs), and report results (e.g., the winners' names and positions, and the total number of votes (If requested)) to the Team Council and Website Committee Chair, via email, before the end of the day. The Website Committee Chair will post the results on the League website within 24 hours. Run-off elections will be noted in the same email and website posting. Run-off results will be handled the same as with the regular voting results (with no space for write-in candidates); and
- E. One or both of the Election Committee Co-Chairs will be present to present the new officers at their installation during the Annual Meeting of the Membership.

Subsection 4 Audit Committee

The Audit Committee shall audit the previous year's regular season and tournament books and report to the Executive Council and Team Council at the September meeting of the Team Council.

Subsection 5 Arbitration Committee

The purpose of the Arbitration Committee is to serve as the body to receive grievances from League members in good standing relating to the League. These grievances are to include, but not to be limited to, players and/or teams in possible violation of the SSL Constitution, Bylaws, Rules of Play, or Player Ratings Procedure. Meetings of the Arbitration Committee must be approved by the Executive Council and may not be used for the purposes of amending a player's rating or to change an Executive Council decision on an appeal for a player's rating, per the SSL Constitution, Article VII. If an arbitration meeting is approved by the Executive Council, the Arbitration Committee shall listen to both sides of the grievance and determine a suitable course of action to recommend to the Executive Council.

It shall be the duty of each team coach or manager to provide the name and contact information to the Parliamentarian of the primary and alternate team member who would serve on the Arbitration Committee upon induction of Parliamentarian each year. The following arbitration process will be used to form and execute all arbitrations:

- A. A written or electronic notice of an arbitration request is to be given to the Parliamentarian, complete with detailed information of the grievance. At minimum, the information submitted must include the League member's name, current team, and specific reason for the arbitration. The arbitration meeting will be organized and called to order with a minimum of

five (5) days' notice to Arbitration Committee members and the parties who made the request. All requests will be at the discretion of the Parliamentarian and the Executive Council.

- B. The meeting shall consist only of the Parliamentarian, a single member presenting for each side of the grievance, the player in question (optional), and a quorum of Arbitration Committee members. A minimum of two-thirds (2/3) of the team arbitration representatives will constitute a quorum.
- C. If quorum is not met, the meeting will be adjourned and an automatic fine will be assessed to all teams absent as follows:
 - 1. First offense: \$25.00
 - 2. Second offense: \$50.00
 - 3. Third offense: \$75.00
 - 4. Fourth offense: \$100.00
 - 5. Each offense beyond the fourth will result in suspension of the absent team for a term determined by the Executive Council.
 - 6. All fines must be paid prior to the next scheduled game for the team in question, or each game thereafter is forfeited and the team will not be considered in good standing until the fine is paid.
- D. Each committee member must sign in before entering to ensure only one representative is present per team.
- E. Each side will have 5 minutes to present their case within the 10 minute time allotment. It is recommended, that the presenter provide factual information specific to the reason for arbitration such as playing statistics, medical history, etc. to ensure the committee has enough information to make an educated decision. The facts should not draw comparison to the other players as this creates unfounded speculation. The Parliamentarian will then poll the Arbitration Committee for any specific questions. Upon completion of the Q&A period all but the voting Arbitration Committee will be asked to leave to allow a 10 minute "closed door" session for the Arbitration Committee to discuss the cases and vote. Only 1 vote per team represented is allowed. Simple Majority vote required.
- F. Upon the votes being counted and verified the Parliamentarian will provide the Arbitration Committee's binding decisions to the EC. The session's sign-in sheet will be presented to the league Secretary for the league records.

Subsection 6 Website Committee

The chairperson of the Website Committee shall be the liaison for the Website Committee to the Executive Council and give final approval before any updates are posted to the SSL website. The committee will be responsible for updating the game results each week, posting upcoming events, posting information as directed by the Executive Council or as required in these Bylaws, and maintaining the schedule and season over season results.

Subsection 7 Hall of Fame Committee

The Hall of Fame Committee shall consist of three members from the SSL Hall of Fame. The chairperson and two committee members shall be current members of the SSL (if available). If there are not enough current members of the SSL that will serve on the Hall of Fame Committee, then any Member of the Hall of Fame may serve as a member. The Hall of Fame Committee will report to the Executive Council on all functions regarding the Hall of Fame including but not limited to funds needed, website, applications for new membership, and voting for Hall of Fame Membership.

All communications from the Hall of Fame Committee to its members shall be copied to the

League Commissioner and Secretary. The Hall of Fame Committee shall keep a registry of current email addresses on all members of the Hall of Fame. This registry shall be forwarded to and maintained by the League Commissioner and Secretary.

Subsection 8 Ratings Committee

- A. The Ratings Committee shall be formed pursuant to Article VIII, Section 8, of the SSL Constitution.
- B. The members appointed by the Executive Council must have the following qualifications:
 - 1. Played at least three (3) years in a NAGAAA sanctioned league;
 - 2. Demonstrates a strong understanding of the rating system and how NAGAAA interprets the ratings questions;
 - 3. Demonstrates a strong understanding of the game of softball and the four basic softball skills used in the NAGAAA ratings (e.g., throwing, fielding, base running, and hitting); and
 - 4. Demonstrates an understanding and willingness to treat all teams and players fairly with respect to ratings issues.
- C. The SSL NAGAAA Player Ratings Procedure outlines the requirements associated with addressing any changes to a players rating, which is inclusive of the following functions:
 - 1. Attending the mandatory Manager Ratings Clinic;
 - 2. Establishing a new player's rating;
 - 3. Monitoring and reporting changes to a player's skill level;
 - 4. Evaluating a player independent of a player's coach or manager;
 - 5. Changing a player's rating;
 - 6. Appealing a change to a player's rating; and
 - 7. Resolving conflicts with the use of the NAGAAA Player Ratings Procedure.

Subsection 9 Public Relations and Charity Committee

The Public Relations and Charity Committee shall consist of the League Producer and members of the SSL who express interest in serving. The duties of the Public Relations and Charity Committee shall include, but are not limited to:

- A. Providing awareness of the league throughout the Tampa Bay metropolitan area for the purpose of recruitment of new members, players, teams and sponsors.
- B. Providing consistent and organized advertising messages and public relations articles to all available members and media throughout the Tampa Bay area.
- C. Providing a means by which a person(s) interested in becoming a member, player, team or sponsor of the league can readily obtain information about the league.
- D. Coordinating, scheduling, and planning, in conjunction with the Executive Council, all social and fundraising activities on behalf of the League. Social activities include events at host bars, registration parties, and the end of year party. Fundraising activities include concessions, the Miss/Mr. Suncoast Softball event, other charity fundraisers, and any other events that the Executive Council or Team Council votes to do. All social and fundraising activities will be planned, scheduled, and presented to the Executive Council for approval no later than two (2) weeks prior to the event. All expenditures of the committee will be pre-approved by the Team Council on an as-needed basis.

Subsection 10 Bylaws Committee

The Bylaws Committee shall consist of the Parliamentarian and interested members of the SSL, with the chairperson being appointed by the Executive Council. The duties of the Bylaws Committee shall include, but are not limited to:

- A. Presenting any proposed amendments to the Constitution, Bylaws, or other governing documents of the League to the Executive Council and League members at the Annual

Meeting of the Membership, whether amendments are proposed by individual League members or are proposals directly from the committee.

- B. The committee shall coordinate its work with the Secretary to distribute proposed amendments by the required notice deadline to League members; and
- C. Overseeing all changes made to the SSL Constitution, Bylaws, or other governing documents of the League.

Chapter 6 Team Council

Section 1 Team Council Members

The rostered Team Representative will be selected by each team in a manner they choose. A second team member may attend Team Council meetings, but may not at times be recognized to speak, and may not vote.

Section 2 Quorum

- A. Majority of the Team Council members shall constitute a quorum for the transaction of business at any Team Council meeting; but if less than a majority of the members is present at said meeting and quorum is not met, a majority of the members present may adjourn the meeting from time to time without further notice.
- B. Regardless of whether quorum is met at any Team Council meeting, an automatic fine will be assessed to all teams absent as follows:
 - 1. First offense: Warning
 - 2. Second offense: \$25.00
 - 3. Third offense: \$50.00
 - 4. Fourth offense: \$75.00
 - 5. Fifth offense: \$100.00
 - 6. Each offense beyond the fifth: Suspension of the absent team for a term determined by the Executive Council.
 - 7. All fines must be paid prior to the next scheduled game for the team in question or each game thereafter is forfeited and the team will not be considered in good standing until the fine is paid.
 - 8. The automatic fine schedule, per team, shall be determined and assessed on a per season (i.e., fall season and spring season, as determined by the Executive Council) basis.

Section 3 Manner of Acting

The act of a majority of the Team Council members present at a meeting at which quorum has been met shall constitute the act of the Team Council.

Section 4 Compensation

The Team Council members shall serve without compensation.

Section 5 Duties of the Team Council

The duties of the Team Council shall be:

- A. Review the rules of play and make recommendations for changes or revisions. Those members present will vote on any changes or revisions for their respective divisions. Any change / revisions will be in effect for that season.
- B. To approve the League schedule prior to the beginning of League play.
- C. To approve the method of determining the League Championship team.

- D. To act as a liaison between the general membership and the Executive Council. As such, the Registered Team Representative will attend all meetings, either in person or by proxy, to obtain information and facilitate communication between the Executive Council and the general membership.
- E. To select three teams from those nominated who will then be voted on by league members for Spirit Award.

Section 6 Divisional Manager Workshops

Divisional Manager Workshops may be called when needed.

Chapter 7 Amendments

The SSL Bylaws, or any part thereof, may be amended, modified, or repealed at the Annual Meeting of the Membership or at a Special Meeting of the Membership. When any amendment, change, or modification is to be proposed at such a meeting, a notice of recitation of the chapter(s), section(s), or subsection(s) to be amended shall be delivered to all registered Team Representatives of the League, by mail or email, for distribution to and for discussion with their team members, and shall be posted on the SSL Website. In all cases, notification must be made at least ten (10) days prior to either membership meeting referenced above.

A quorum is established by counting all those members present and in good standing, pursuant to Article IV, Section 3, of the SSL Constitution. Each member present shall be entitled to one (1) vote for each item requiring a vote. Acceptance of an amendment to the SSL Bylaws shall require an affirmative vote of not less than two-thirds (2/3) of all members present and voting, once quorum has been confirmed.

Chapter 8 Nomination and Election of Officers

Section 1 Qualification of Nominees

Each nominee shall be selected from the spring League membership roster. In addition, to be certified as qualified to run for an office, one must meet the following qualifications:

- A. Be a playing member of the League for the previous fall and current spring seasons OR be a non-playing member who has served on a League or Tournament committee for the previous fall and current spring seasons,
- B. Be a member in good standing, and
- C. Comply with all election rules as set forth by the election committee.

Section 2 Nominations by Members

Any member of the League in good standing may nominate any member of the League in good standing for any position on the Executive Council to be filled in the election. Such nomination shall require a seconding nomination for the person to be entered as a candidate for the position. In addition, the person nominated must affirm his or her commitment to the position and complete the nomination form.

Section 3 Limitations for Nominations

A member may be nominated for more than one position, but the nominee may only run for one office at one time.

Chapter 9 Team Representatives, Managers, and Coaches

Section 1 Team Representatives, Managers, and Coaches

Each team will have an individual or individuals that will serve as a manager, coach, or as both roles, and a player or any member on the team roster who will serve as the team's rostered Team Representative. This can be the same person. The duties of this individual/these individuals will be:

- A. Must attend all Team Council meetings in accordance with Article VII of the SSL Constitution (or have a designated representative in attendance);

- B. Inform the Division Commissioner in which the team plays of any new individual(s) in the community that have expressed interest in becoming a playing or non-playing member of the League;
- C. Disseminate League information to team members, both playing and non-playing;
- D. Provide team members to assist as volunteers during fundraising events or tournaments;
- E. Inform team members of all League activities, to include distribution and accountability of all League raffle tickets and admission tickets to League activities;
- F. Ensure that all League forms are fully completed and presented to the League Secretary by the due date as established by the Executive Council;
- G. Ensure that all team members' dues are paid and attached to the membership applications;
- H. Ensure that a current player roster is turned in to the Division Commissioner and the chairperson of the Sports Information Committee two weeks before the start of any season. Whenever there is a change to that roster, the Division Commissioner and the chairperson of the Sports Information Committee must be notified. All changes must be in accordance with the SSL Rules of Play;
- I. Ensure there are sufficient playing members for all games;
- J. Ensure that all team members adhere to SSL Rules of Play; and
- K. Comply with any additional guidelines as directed by the Executive Council.

Section 2 Involuntary Resignation

A team would be required to appoint or elect a new team representative as required to ensure participation in all activities in which a rostered team representative is required and notify the League Secretary of such. **Chapter**

10 Hall of Fame Membership Criteria

Section 1 Purpose

The purposes of the Suncoast Softball League Hall of Fame (SSL Hall of Fame) are to provide an historical perspective and perpetuate the history of gay softball in the Tampa Bay area, to document the participation of the Suncoast Softball League in NAGAAA, and to promote our eligible members for consideration for NAGAAA offices and the NAGAAA Hall of Fame.

Section 2 Eligibility

Any living participant of the Suncoast Softball League, to include players, managers, coaches, scorekeepers, and fans, must have been in the League for at least ten (10) years to be eligible for nomination to the SSL Hall of Fame. This eligibility requirement is waived for a deceased member. Nominees should have made significant contributions to the League, to the annual Gasparilla Softball Classic, and/or to NAGAAA.

Applications for nomination to the SSL Hall of Fame shall be made during the nominations for officers and awards during spring season. Nominations will close when the cutoff for officer and award nominations occurs. The applications may be submitted by any person who is familiar with the candidate. It is strongly recommended that the application include a photograph of the nominee. The reason for the photo is that names do not always convey the person nominated. A picture is worth a thousand words and could jog the memory of the voting members. This could determine whether or not a nominee is elected into the SSL Hall of Fame. The photo will become the property of the SSL Hall of Fame.

Nominated people who are not elected shall be resubmitted for the following year. After the first year, if the candidate is not elected, the maker of the application shall be notified and asked to submit an updated application for the nominee. The Hall of Fame Committee will prepare a ballot with the names of all nominees and will submit the ballot with a copy of the applications to the voting members by the second-to-last week of game play of each spring season. Voting members may vote by mail or email. A voting member may vote for as many of the nominees as he or she wishes. A nominee must be selected on at least two-thirds (2/3) of the ballots cast to become a member of the SSL Hall of Fame.

The Chairman of the Committee will tabulate the results of the voting, and notify the nominees, SSL Commissioner, and the living SSL Hall of Fame candidates of the results. The Hall of Fame Committee, in conjunction with the Executive Council, will schedule a dinner, party, or other function, which may also serve as a fundraising event, where each year's winners will be honored.

Section 3 Voting Members

Voting members shall consist of all living elected members of the SSL Hall of Fame. In any case, no person shall have more than one ballot but may vote for more than one person as outlined.

Section 4 Hall of Fame Membership

Any current or future member of the Suncoast Softball League Hall of Fame is NOT required to pay League membership dues for as long as he or she participates in the League but must pay other dues, such as insurance fees, under normal guidelines as defined by the League.

Chapter 11 Conflict of Interest Policy

Section 1 Purpose

The purpose of this conflict of interest policy is to protect this tax-exempt organization's (Suncoast Softball League, Inc.) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations. During any meeting that the Suncoast Softball League, Inc. engages in, all officers, directors, voting delegates, proxies, non-voting committee chairs, and members are required to adhere to the Suncoast Softball League, Inc. Conflict of Interest Policy.

Section 2 Definitions

1. **Interested Person** - Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an Interested Person.
2. **Financial Interest** - A person has a Financial Interest if the person has, directly or indirectly, through business, investment, or family:
 - a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
 - b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.
 - d. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.
 - e. A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Section 3 Procedure

- A. **Duty to Disclose.** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.
- B. **Determining Whether a Conflict of Interest Exists.** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the

governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

C. Procedures for Addressing the Conflict of Interest.

1. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, the interested person shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
2. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
3. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

Section 4 Violation of the Conflict of Interest Policy

If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest it shall inform the members of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose. If, after hearing the member's response and after making further investigations as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Section 5 Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- A. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest;
- B. The nature of the financial interest;
- C. Any action taken to determine whether a conflict of interest was present;
- D. The governing board or committee's decision as to whether a conflict of interest in fact existed;
- E. The names of the persons who were present for discussions and votes relating to the transaction or arrangement;
- F. The content of the discussion, including any alternatives to the proposed transaction or arrangement; and
- G. A record of any votes taken in connection with the proceedings.

Section 6 Compensation

A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, for the Organization for services is precluded from voting on matters pertaining to that member's compensation. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Section 7 Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall, prior to each meeting, sign a statement which affirms such person:

- A. Has received a copy of the Conflict of Interest Policy,
- B. Has read and understands the policy,
- C. Has agreed to comply with the policy, and
- D. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Section 8 Periodic Reviews

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- A. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- B. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in impermissible private benefit or in an excess benefit transaction.

Section 9 Use of Outside Experts

When conducting the periodic reviews as provided for in this Chapter, the Suncoast Softball League may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Chapter 12 Signature of Adopted Bylaws

Commissioner, Robert Schmahl

B Assistant Commissioner, James Michener

C Assistant Commissioner, Anthony Rodeghier

D Assistant Commissioner, John Reumann

Secretary, Susan Wright

Treasurer, Brad Casey

Parliamentarian, Lloyd Capanna

League Producer, Gerre Reynolds

NAGAAA Representative, Kyle Streng