



# SUNCOAST SOFTBALL LEAGUE CONSTITUTION

Updated  
July 25, 2016  
VERSION 006

**Suncoast Softball League, Inc.**

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## Table of Contents

<b>ARTICLE I. STRUCTURE OF THE SUNCOAST SOFTBALL LEAGUE.....</b>	<b>1</b>
SECTION 1 MISSION STATEMENT .....	1
SECTION 2 LEGISLATIVE POWER .....	1
SECTION 3 EXECUTIVE POWER .....	1
SECTION 4 JUDICIAL POWER.....	1
SECTION 5 PUBLICATION .....	1
SECTION 6 AMENDMENTS TO THE CONSTITUTION.....	1
SECTION 7 DISSOLUTION OF CORPORATION .....	1
<b>ARTICLE II. RULES OF BANKING .....</b>	<b>2</b>
SECTION 1 FISCAL YEAR .....	2
SECTION 2 CHECKS AND DRAFTS .....	2
SECTION 3 DEPOSITS.....	2
SECTION 4 GIFTS.....	2
<b>ARTICLE III. NAGAAA PARTICIPATION .....</b>	<b>2</b>
SECTION 1 NAGAAA RULES.....	2
SECTION 2 NAGAAA WORLD SERIES.....	2
SECTION 3 NAGAAA MEMBERSHIP.....	3
SECTION 4 NAGAAA SANCTIONS AND PENALTIES.....	3
<b>ARTICLE IV. MEMBERSHIP .....</b>	<b>3</b>
SECTION 1 ELIGIBILITY.....	3
SECTION 2 NON-MEMBER.....	3
SECTION 3 MEMBER IN GOOD STANDING.....	3
SUBSECTION 1 PLAYER MEMBER IN GOOD STANDING.....	3
SUBSECTION 2 NON-PLAYER MEMBER IN GOOD STANDING .....	4
SECTION 4 MEMBER NOT IN GOOD STANDING.....	4
SUBSECTION 1 PLAYER MEMBER NOT IN GOOD STANDING .....	4
SUBSECTION 2 NON-PLAYER MEMBER NOT IN GOOD STANDING.....	4
<b>ARTICLE V: MEETINGS.....</b>	<b>4</b>
SECTION 1 EXECUTIVE COUNCIL MEETING .....	4
SECTION 2 TEAM COUNCIL MEETING .....	4
SECTION 3 ANNUAL MEETING OF THE MEMBERSHIP .....	4
SECTION 4 SPECIAL MEETING OF THE MEMBERSHIP .....	4
<b>ARTICLE VI: THE EXECUTIVE COUNCIL.....</b>	<b>4</b>
SECTION 1 MEMBERS .....	4
SUBSECTION 1 COMMISSIONER.....	5
SUBSECTION 2 DIVISION COMMISSIONERS & SENIOR ASSISTANT COMMISSIONER.....	5
SUBSECTION 3 SECRETARY .....	6
SUBSECTION 4 TREASURER.....	6
SUBSECTION 5 PARLIAMENTARIAN.....	7
SUBSECTION 6 NAGAAA REPRESENTATIVE.....	7
SUBSECTION 7 LEAGUE PRODUCER.....	7
SECTION 2 VACANCIES/REMOVALS.....	8
SECTION 3 TERMS OF OFFICE .....	8
SECTION 4 ELECTION OF OFFICERS .....	8
<b>ARTICLE VII: THE TEAM COUNCIL.....</b>	<b>8</b>
<b>ARTICLE VIII: COMMITTEE STRUCTURE.....</b>	<b>8</b>
SECTION 1 GASPARILLA SOFTBALL CLASSIC COMMITTEE.....	8
SECTION 2 SPORTS INFORMATION COMMITTEE.....	9
SECTION 3 ELECTION COMMITTEE.....	9
SECTION 4 AUDIT COMMITTEE .....	9
SECTION 5 ARBITRATION COMMITTEE .....	9
SECTION 6 WEBSITE COMMITTEE .....	9
SECTION 7 HALL OF FAME COMMITTEE .....	9
SECTION 8 RATINGS COMMITTEE .....	9
SECTION 9 PUBLIC RELATIONS AND CHARITY COMMITTEE.....	10
SECTION 10 BYLAWS COMMITTEE .....	10
<b>ARTICLE IX: SIGNATURES OF ADOPTED CONSTITUTION.....</b>	<b>11</b>

## **Article I. Structure of the Suncoast Softball League**

### **Section 1 Mission Statement**

The Suncoast Softball League, hereafter referred to as the SSL or the League, was organized in 1994 to promote a friendly, competitive, and emotionally safe environment for LGBTQ men and women in the Tampa area to learn and participate in the sport of softball. While we realize opportunities exist outside of this League for softball play, the League exists as our special place, affording opportunities to us as a group which aren't available elsewhere. Our goal as a League is to promote sportsmanship, tolerance, and acceptance of LGBTQ men and women as well as those in our community who are friendly and supportive of our ideals.

### **Section 2 Legislative Power**

The legislative power of the SSL is vested in the Team Council, and conducted by the registered Team Representatives of the Team Council in new business during the Team Council Meetings. Legislative power of the SSL is also executed by all members in good standing, as defined in Article IV, Section 3 of this Constitution, during the Annual Meeting of Membership and all other Special Meetings of Membership via motions made to the SSL Constitution, Bylaws, and other documented SSL Rules and Regulations.

### **Section 3 Executive Power**

The executive power of the SSL is vested in the Executive Council. Executive decisions made by the Executive Council can be overturned by the Team Council only as permitted in Article VII.

### **Section 4 Judicial Power**

The judicial power of the SSL is vested in the Executive Council, and reported to the Team Council. Judicial decisions made by the Executive Council can be overturned by the Team Council only as permitted in Article VII.

### **Section 5 Publication**

The SSL shall post the SSL Constitution and Bylaws, as well as all related rules, regulations and procedures referenced in the Bylaws, on the league's website ([ssl.leagueapps.com](http://ssl.leagueapps.com)) will all members having read access to said documents.

### **Section 6 Amendments to the Constitution**

The SSL Constitution, or any part thereof, may be amended, modified, or repealed at the Annual Meeting of the Membership or at a Special Meeting of Membership. When any amendment, change, or modification is to be proposed at such a meeting, a notice of recitation of the article(s), section(s), or subsection(s) to be amended, shall be delivered to all registered members 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. Each member present shall be entitled to one (1) vote for each item requiring a vote. Acceptance of an amendment to the SSL Constitution shall require an affirmative vote of not less than 2/3 (two-thirds) of all members present and voting, once quorum has been confirmed.

### **Section 7 Dissolution of Corporation**

If the membership of the SSL votes to terminate the corporation by a vote of not less than  $\frac{3}{4}$  of its remaining active members, or if no members exist and the corporation is disbanded, all remaining corporate assets will be donated to a nonprofit organization as is required by law.

## **Article II. Rules of Banking**

### **Section 1 Fiscal Year**

The fiscal year for the SSL shall be from July 1 until June 30. The maximum balance in the SSL account and the Gasparilla Softball Classic account may carry over into the next fiscal year and will not exceed 50% of the annual expenses of the current fiscal year coming to a close on June 30. Anything in excess of this amount may be donated to local charities in the community as determined by the Team Council during the first meeting of the new fiscal year.

### **Section 2 Checks and Drafts**

All checks and drafts or orders for payment of money issued in the name of the SSL or in the name of any fund managed by the SSL, shall require two authorized signatures as set forth under the duties of the Executive Council. In the event that a fund is managed by the SSL for a specific committee, then the Chairperson of that committee may serve as an authorized signatory on such fund if provided for in the resolution creating the Committee. All expenses up to \$100 must be approved by the SSL Commissioner in advance. For an expense not exempted by the annual budget, any expense over \$100 must be approved by the Executive Council in advance. In addition, for expenses not exempted by the annual budget that are over \$500, must have at least two competitive bids, in writing, prior to being approved.

### **Section 3 Deposits**

All funds of the SSL, or funds managed by the SSL, shall be deposited to the appropriate account in an insured financial institution as selected by the Executive Council. All funds received must be deposited within three (3) business days of receipt. The monthly financial institution statement must be reconciled by the 16th of the month, following receipt of the statement.

### **Section 4 Gifts**

The Executive Council may accept, on behalf of the SSL, any contribution, gift, bequest or devise for general purposes or for any special purpose of the SSL.

## **Article III. NAGAAA Participation**

### **Section 1 NAGAAA Rules**

If a subject is not covered in the Bylaws of the Suncoast Softball League, the rules of the North American Gay Amateur Athletic Alliance (NAGAAA) shall apply.

### **Section 2 NAGAAA Gay Softball World Series**

Each member city of NAGAAA must comply with NAGAAA rules for participation to be allowed to play in the Gay Softball World Series (GSWS).

1. Team rosters required to be released to NAGAAA will be taken from teams participating in our Spring Season.
2. Per NAGAAA rules, this season will be a minimum of six scheduled games.
3. Based on the then-current NAGAAA rating system, teams will be placed into divisions and their participation and eligibility in the NAGAAA GSWS will be determined based on their ratings. In the event there is only one team in a particular division, then that team will play exhibition games only against other League teams.
4. Unless changed by an affirmative vote of the Executive Council, the SSL may enter one or more 'A' teams, up to three 'B' teams, up to two 'C' teams, up to two 'D' teams, and one or more "Masters" Teams. If any of the winning teams in a division choose not to participate, the right would transfer to the next highest finishing team in the same division, and so on in each division.
5. The number of berths per each division, as decided by NAGAAA, shall govern the selecting

of teams from Tampa for the NAGAAA GSWS. In determining which teams represent Tampa at the GSWS, the order that teams finish at the end of season will determine the order in which teams will be eligible for GSWS participation. In the event of a tie, the head-to-head record of the tied teams shall serve as the primary tiebreaker, and then the higher run-scored differential of the tied teams, if necessary. The Executive Council will notify said eligible teams as appropriate, establishing deadlines for teams to accept berths to ensure maximum participation in the GSWS by the SSL.

6. If a team accepts their GSWS berth, any fee or payment made on a team's behalf by the SSL, that team is to be held joint and severally responsible for reimbursing the SSL for this payment if they choose to not attend the GSWS. This fee must be paid in full before any player on that team's qualifying season may be considered a member in good standing, per Article IV, Section 3.
7. Each manager and/or coach must sign a written statement of compliance with all NAGAAA rules prior to acceptance for GSWS play. Once signed, this document will be submitted to the NAGAAA protest committee chair as well as the NAGAAA Commissioner at the beginning of GSWS play.

### **Section 3 NAGAAA Membership**

NAGAAA membership has helped greatly in the growth of our local tournament and in funding our league's annual charitable contributions. If in the future the benefits no longer outweigh the costs of maintaining membership, the SSL may choose to discontinue membership. The vote to discontinue NAGAAA membership would require no less than 2/3 (two-thirds) of both the entire Executive Council and 2/3 (two-thirds) of the entire Team Council.

### **Section 4 NAGAAA Sanctions or Penalties**

It is the intent of the SSL to have teams compete in the NAGAAA GSWS who will positively represent the SSL and its member teams and players. Given this, any players or teams that may compete in the NAGAAA GSWS, and incur a fee or monetary penalty due to an infraction of any NAGAAA rules, shall be held joint and severally responsible for reimbursing the SSL for this fee or monetary penalty. This fee or monetary penalty must be paid in full before any player on a team that is fined or against which a fee is assessed may be considered a member in good standing, per Article IV, Section 3.

## **Article IV. Membership**

### **Section 1 Eligibility**

Membership in the SSL will not discriminate against race, color, religion, sex, national origin, sexual orientation, age, or disability.

### **Section 2 Non-Member**

A non-member is any individual not determined as follows:

- Member in Good Standing pursuant to Article IV, Section 3; or
- Member Not in Good Standing pursuant to Article IV, Section 4.

### **Section 3 Member in Good Standing**

The following constitutes two types of a Member in Good Standing:

#### **Subsection 1 Player Member in Good Standing**

- A. Completion of all required League forms.
- B. Attended and participated in a New Player Skills Assessment Clinic.
- C. Payment of appropriate player and insurance fees.

**Subsection 2 Non-Player Member in Good Standing**

- A. Completion of all required League forms.
- B. Payment of appropriate insurance fees.

**Section 4 Member Not in Good Standing**

The following constitutes two types of a Member not in Good Standing:

**Subsection 1 Player Member not in Good Standing**

- A. Failure to complete all required League forms.
- B. Failure to attend and participate in a New Player Skills Assessment Clinic.
- C. Failure to pay appropriate player and insurance fees.
- D. Has been suspended or expelled by the League.

**Subsection 2 Non-Player Member not in Good Standing**

- A. Failure to complete all required League forms.
- B. Failure to pay appropriate insurance fees.
- C. Has been suspended or expelled by the League.

**Article V: Meetings****Section 1 Executive Council Meeting**

Regular Meetings of the Executive Council shall be held at a time and place to be determined by the Executive Council. Special Executive Council Meetings may be called by the SSL Commissioner giving two (2) days notice to each Officer, either personally, by telephone or by electronic mail (email). Special Executive Council Meetings can also be called by either the SSL Commissioner or SSL Secretary at the request of any three (3) Executive Council Officers serving like notice as outlined above.

**Section 2 Team Council Meeting**

Meetings of the Team Representatives of the Team Council shall be held from time to time in conjunction with the meeting of the Executive Council. Meetings will be called by the Executive Council with notice to be given via email to each Team Representative of the Team Council, unless they have been notified of the meeting at the prior Team Council Meeting. Special Team Council Meetings may be called by a majority of the Team Representatives, providing with four (4) days written notice to each Team Representative of the Team Council and to the Executive Council. Team Council Meetings will be chaired by the SSL Commissioner, who will vote on motions being made only in case of a tie.

**Section 3 Annual Meeting of the Membership**

All Members in Good Standing are allowed to be present at the Annual Meeting of Membership which is duly called, and should constitute the determination for a quorum at such a meeting.

**Section 4 Special Meeting of the Membership**

A Special Meeting of the Membership may be called by the SSL Commissioner, the majority of the Executive Council, or not less than one tenth (1/10) of the total SSL membership, by petition to the SSL Commissioner or SSL Secretary.

**Article VI: The Executive Council****Section 1 Members**

The Executive Council shall consist of six (6) members in good standing and one (1) additional member in good standing per each softball division of play in the SSL, hereunto each known as the officers. No

member can hold two positions on the Executive Council, nor shall a voting member receive special compensation as to violate the SSL Conflict of Interest Policy.

### **Subsection 1 Commissioner**

- A. The duties of the Commissioner shall include but are not limited to:
  - 1. Presiding at all formal meetings of members, Executive Council and Team Council, appointing a non-voting secretary and/or parliamentarian for such meeting if league secretary and/or parliamentarian is absent. (Appointee maintains vote if he or she is also the official Rostered Team Representative of a team.)
  - 2. Serving as the tie-breaker vote on the interpretation and intent of the Constitution, Bylaws, and Rules of the League.
  - 3. Serving as an authorized signatory on the League checking account(s) and on any funds managed by the League.
  - 4. Overseeing all day to day functions of the League.
  - 5. Serving as liaison between the League and any city's park and/or recreation department.
- B. The Commissioner must have been a previous member of the Executive Council for at least one (1) full term in the previous five (5) years or at least two (2) full years on the Executive Council and must be familiar with all aspects related to the current SSL rules and governance.

### **Subsection 2 Division Commissioners & Senior Assistant Commissioner**

- A. A Division Commissioner must play in the division they are representing and will be elected only by the SSL members within their respective division. The A, B, C, and D Divisions are to follow NAGAAA guidelines. The E Division will be a recreational division that allows players rated for C Division and D Division to participate. Divisions are to follow NAGAAA guidelines. The division(s) represented in the season during which elections for officers are held will determine which division(s) require the election of a Division Commissioner for the coming year. If a division is added after elections have been conducted, and that division did not exist at the time to elect a Division Commissioner, a Division Commissioner for that division will be appointed by the SSL Commissioner to serve the remainder of the term.
- B. The duties of the Division Commissioners shall include but are not limited to:
  - 1. Acting as an advocate for the division he or she represents on the Executive Council including the recruitment of players for teams in this division.
  - 2. Assisting the SSL Commissioner and the Senior Assistant Commissioner with duties as assigned.
  - 3. Conduct any divisional manager's workshops.
  - 4. Ensure compliance with all SSL rules and guidelines, and ensure all deadlines are met, as appropriate to their division, by effectively communicating with team managers in their division
- C. If a Division Commissioner has been elected for a division of play and there are no teams registered for that division in a subsequent season, the Division Commissioner shall serve the remainder of the term for which he or she was elected. If a Division Commissioner's rating is adjusted so that he or she no longer qualifies for that division of play, the SSL Commissioner shall appoint a member in good standing from that division to serve the remainder of the term.
- D. At the Annual Meeting of Membership, a Senior Assistant Commissioner shall be selected from the elected Division commissioners and designated as such by a simple majority of the members present. The duties of the Senior Assistant Commissioner shall include but are not limited to:
  - 1. Performing all duties of a Division Commissioner as stated above.
  - 2. Serving as authorized signatory on all League checking account(s).



3. Performing all duties and exercising all powers of the SSL Commissioner during his or her absence or disability, with still having only one vote as the current Senior Assistant Commissioner.
4. Becoming the SSL Commissioner should the present SSL Commissioner resign or be removed from office, or otherwise be unable to fulfill the remainder of his or her current term. If the current Senior Assistant Commissioner becomes the SSL Commissioner, he or she will immediately appoint another member of the SSL to serve as the Division Commissioner for his or her division. The new SSL Commissioner will also assign a replacement Senior Assistant Commissioner from the current Division Commissioners serving on the Executive Council.
5. Coordinating membership drives as appropriate for member recruitment purposes

### **Subsection 3 Secretary**

The duties of the Secretary shall include but are not limited to:

- A. Keeping minutes of all meetings, as identified in Article V and sending them out to the appropriate parties within seven (7) days before the next meeting in which those minutes correspond to. Minutes are subject to revision and approval at the next meeting;
- B. Maintaining an official record of the Constitution, Bylaws, other governing documents, and any and all SSL supporting documentation, amendments, and changes thereto. The Secretary shall, after the Annual Meeting of the Membership and in conjunction with the Bylaws Committee, distribute all changes to the SSL Constitution, Bylaws, or other governing documents to all rostered Team Representatives and Team Managers of the Team Council;
- C. Working with the Parliamentarian gathering information concerning any infractions of the SSL Bylaws and/or Constitution;
- D. Maintaining a record of all current team representatives and their contact information;
- E. Disseminating communications to the appropriate parties in a timely manner as requested by the SSL Commissioner; and
- F. Preparing and maintaining a sign in sheet at all meetings.

### **Subsection 4 Treasurer**

The duties of the Treasurer shall include but are not limited to:

- A. Accounting monthly for all dues and moneys collected by the SSL.
- B. Accounting monthly for all disbursements made by the SSL.
- C. Having custody of the checkbook(s) of the SSL and the checkbook(s) of any funds managed by the SSL.
- D. Depositing of all monies of the SSL in such banks as shall be specified by resolution of the Executive Council.
- E. Making disbursements and having charge of the financial affairs of the SSL and of any funds managed by the SSL under authorization of the Executive Council.
- F. Collecting of all dues and moneys owed the SSL.
- G. Account for all expenses and income from all fund raising efforts and deposit all profits into the appropriate SSL checking account(s).
- H. In the above, the treasurer manages all accounts, including regular seasons and the Gasparilla Softball Classic.
- I. Will serve as authorized signatory on all SSL checking account(s).
- J. Present to the Executive Council and the Team Council a monthly report containing the following:
  1. Monthly Transactions Ledger showing all transactions for the previous month.
  2. Income Statement for previous month and year to date.

3. Balance Sheet showing all monies owed to the League and monies owed by the League. All league finances, including committee funds, will be included in this report. Any monies held on behalf of Teams must also be listed under monies owed.
4. Copy of Bank Statement(s) for each League account.
5. Footnote accounting for all league assets.

#### **Subsection 5 Parliamentary**

The duties of the Parliamentary shall include, but are not limited to:

- A. Maintaining order at all SSL meetings;
- B. Ruling on parliamentary procedures whenever used during SSL meetings of the Executive Council, Team Council, and general membership;
- C. Chairing the Arbitration Committee to resolve all protests and disputes; and
- D. Reporting both at the Annual Meeting of Membership and monthly at Team Council meetings, as necessary, the status of the League from a compliance perspective.

#### **Subsection 6 NAGAAA Representative**

- A. The duties of the NAGAAA Representative shall include, but are not limited to:
  1. Serving as the official voting representative of the SSL on the Council of the North American Gay Amateur Athletic Alliance (NAGAAA);
  2. Ensuring that the SSL is kept up-to-date with all NAGAAA rules and ensuring that the SSL is in compliance with all NAGAAA requirements;
  3. Serving as a member of the Executive Council and Team Council in an independent, non-voting advisory manner only;
  4. Serving as chairperson of the Ratings Committee; and
  5. Reporting both at the Annual Meeting of Membership and monthly at Team Council meetings, as necessary, the status of the League from a NAGAAA compliance perspective.
- B. The NAGAAA Representative must have been a member of the Executive Council for at least two years and must be familiar with all aspects related to the current SSL and NAGAAA rules.

#### **Subsection 7 League Producer**

- A. The purpose of the League Producer position is to coordinate all non-softball related activities of the SSL with our membership, our sponsors, and our community. This community development and stewardship position serves to ensure a better social experience for our members, a better sponsorship experience for our sponsors, and to better our place in the community with our stakeholders. The duties of the League Producer position shall include, but are not limited to:
  1. Coordinate all non-softball related activities throughout the year including, but not limited to, all Gaybor Business District and other community pride events, film festivals, tournaments, charity events, League/Team fundraisers, and other member events;
  2. Work with the Gasparilla Softball Classic Tournament Director by producing the non-softball related events of the tournament; and
  3. Chair the Public Relations and Charity Committee and coordinate assigned duties and work with the chairs of the Gasparilla Softball Classic Committee, Sports Information Committee, and Website Committee.
- B. The League Producer must have previously served on either the Gasparilla Softball Classic Committee or the Executive Council.

## **Section 2      Vacancies/Removals**

The SSL Commissioner will appoint a member in good standing to any vacancy in the Executive Council. The Team Council shall have the power to remove any Officer of the Executive Council by an affirmative vote of at least two thirds of all registered Team Representatives on the Team Council.

## **Section 3      Terms of Office**

The officers of the Executive Council shall have terms of office for one year, aligned to the fiscal year as defined in Article II. The exception to this term limit for officers is the NAGAAA Representative, who will serve a two-year term from the time elected.

## **Section 4      Election of Officers**

The election of Officers shall be conducted during the next to the last scheduled week of play. Run-offs, if necessary, will occur on the last week of play. The nominee who receives a majority of the votes (over 50%) cast in the election shall be declared to have been elected to the office. Should no candidate obtain the majority of the votes cast, a run-off vote will be taken between the two candidates who obtain the largest number of votes.

Nominations will officially open, and the election committee will make nomination forms available, at the first pitch two weeks prior to the scheduled election. Nominations will officially close when the last out is made on the week prior to the scheduled election.

In the event of rain-outs and schedule conflicts, the Executive Council shall modify these dates only when necessary to achieve a fair election. Any changes shall require a two-thirds (2/3) majority vote of the Executive Council.

## **Article VII: The Team Council**

The Team Council shall consist of one (1) rostered Team Representative from each team. The rostered Team Representative will serve until such time as a new rostered Team Representative is selected. Each rostered Team Representative attending any meeting must be a member in good standing.

The Team Council shall have the power to overturn a decision of the Executive Council by a vote of not less than two-thirds (2/3) of all registered Team Representatives, except for the following instances:

1. Matters involving decisions about or appeals to or for a player's rating; or
2. Any decision that would jeopardize the 501(c)(3) nonprofit status of the League.

Each team must maintain a rostered Team Representative with the SSL Secretary at all times.

## **Article VIII: Committee Structure**

Committees may be requested by any officer of the Executive Council and adopted by a majority vote of all the Executive Council officers. Each member on a committee must be a Member in Good Standing, as defined in Article IV, and an Executive Council officer shall be assigned by the SSL Commissioner to serve in an advisory role for each of the committees created.

There are ten (10) standing committees within the SSL:

- |                                 |                               |
|---------------------------------|-------------------------------|
| 1. Gasparilla Softball Classic  | 6. Website Committee          |
| 2. Sports Information Committee | 7. Hall of Fame Committee     |
| 3. Election Committee           | 8. Ratings Committee          |
| 4. Audit Committee              | 9. Public Relations Committee |

## 5. Arbitration Committee

## 10. Bylaws Committee

**Section 1 Gasparilla Softball Classic Committee**

The Gasparilla Softball Classic Committee will be formed by the end of March in the year preceding the tournament, to meet monthly following the appointment of the Tournament Director. At the April Team Council meeting, a proposed budget will be presented by the Committee and approved by the Executive Council.

The Gasparilla Softball Classic Committee shall consist of the following members:

1. The Tournament Director, who shall be appointed for a term of two (2) years by the SSL Commissioner with the approval of the Executive Council;
2. The elected League Producer; and
3. SSL members in good standing who express interest to the Tournament Director.

The Tournament Director will be chosen and begin work on the following year's tournament by the March meeting of the Team Council and will serve as chair of the Committee.

**Section 2 Sports Information Committee**

The Sports Information Committee Chairperson shall be appointed by the Commissioner with approval from the other Executive Council members. The chairperson of this committee will serve as its director and will be responsible for selection or appointment of a minimum of three other league members to serve on the committee.

**Section 3 Election Committee**

The Executive Council shall appoint two (2) members who are not already on the Executive Council to serve as the Election Committee Co-Chairs, to be announced at the March meeting of the Executive Council/Team Council. The Election Committee Co-Chairs shall appoint up to six (6) members to the committee, to be announced at the April meeting. Members interested in serving on the Election Committee should not intend on running for an Executive Council position; should they decide to accept a nomination after the fact, the member will be asked to recuse him/herself from the Election Committee.

**Section 4 Audit Committee**

The Audit Committee Chairperson shall be appointed by the Commissioner with approval from the other Executive Council members at the July meeting of the Team Council. The chairperson of this committee will serve as its director and will be responsible for selection or appointment of a minimum of two (2) other League members to serve on the committee.

**Section 5 Arbitration Committee**

The Arbitration Committee shall be chaired by the Parliamentarian who votes only in the event of a tie. The body of Arbitration Committee shall consist of one team representative from each team.

**Section 6 Website Committee**

The Website Committee chairperson shall be appointed by the Commissioner, with approval from the other Executive Council members. The chairperson of this committee will serve as its director and will be responsible for selecting at least two members from the general membership of the League who have experience maintaining and updating websites.

**Section 7 Hall of Fame Committee**

The Executive Council shall appoint the chairperson and at least two (2) committee persons each year before or during the January Team Council meeting.

**Section 8      Ratings Committee**

The Ratings Committee shall consist of the NAGAAA Representative, and a ratio of at least one (1) member per three (3) teams within each division of play or a minimum of 5 committee members, based upon the previous season, with members from other divisions solicited if a division's representation cannot be filled. The Executive Council will take nominations from league members for the Ratings Committee to represent each division of play. Once nominations are received, the Executive Council will verify candidates meet the minimum requirements as well as consider any other relevant factors. All nominees who meet the required qualifications will be proposed to the Team Council with a recommendation from the Executive Council for the candidate at the Team Council Meeting in August or throughout the season as required. The chairperson for the Ratings Committee will be the NAGAAA representative.

**Section 9      Public Relations and Charity Committee**

The Public Relations and Charity Committee chairperson shall be the elected League Producer. The chairperson of this committee will serve as its director and will be responsible for selection or appointment of a minimum of three (3) other League members to serve on the committee.

**Section 10      Bylaws Committee**

The Bylaws Committee chairperson shall be appointed by the Commissioner with approval from the other Executive Council members. The chairperson of this committee will serve as its director and will be responsible for selection or appointment of other League members to serve on the committee.

## **Article IX: Signatures of Adopted Constitution**

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**Commissioner, Robert Schmahl**

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**B Division Commissioner, James Michener**

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**C Division Commissioner, Anthony Rodeghier**

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**D Division Commissioner, John Reumann**

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**Secretary, Susan Wright**

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**Treasurer, Brad Casey**

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**Parliamentarian, Lloyd Capanna**

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**League Producer, Gerre Reymolds**

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**NAGAAA Representative, Kyle Streng**