

# BYBSL

## **Blythewood Youth Baseball Softball League**

**Blythewood Baseball League**  
**P.O. Box 384, Blythewood, SC 29016**  
**[www.BYBSL.org](http://www.BYBSL.org)**

### **Constitution**

#### **Article I - Name**

The name of this organization will be the Blythewood Youth Baseball Softball League, otherwise referred to as BYBSL or BYBSL Board of Directors.

#### **Article II - Purpose**

The primary purpose of BYBSL will be to provide programs that help children grow physically, mentally, and emotionally through participation in baseball and softball. The organization will be the governing body of both Blythewood Baseball League (BBL) and Sandhills Softball League (SSL). BYBSL shall be a non-profit organization.

#### **Article III - Programs**

The objectives outlined in Article II will be pursued through a "Recreation" program, where emphasis is to be placed on having fun and developing fundamental baseball / softball skills via the two leagues (BBL & SSL).

#### **Article IV - Affiliation**

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Softball, Richland County (SC) Parks/Recreation, and follow rules and guidelines specified by each organization unless superseded by local option rules.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

#### **Article V - Governing Body (BYBSL Board of Directors)**

BYBSL shall be governing body for Blythewood Baseball League (BBL) and Sandhills Softball League (SSL) and be a Board composed of elected officers and appointed members as listed below. Officers will be elected during May of each year at the General Membership Election with the term of office commencing July 1. Only registered members may vote during this election, with each family having a single vote per player with no more than two votes per family. Appointed members will be selected by majority vote of the elected officers at the first Board meeting after August 1. Elected and appointed officers will both serve one year terms ending with elections the following year. No term limits will apply to elected officers. Individuals may hold more than one position, but only in the event that no volunteers are

available to fill the other positions. Each Board member will have a single vote except for the President, who will only vote in the event of ties. In cases where an individual holds two offices, he/she will only have a single vote. The BYBSL Board must approve the hiring of persons who will fill paid positions, including the compensation to be paid.

#### Elected Officers

1. President
2. Secretary
3. Treasurer
4. Commissioner of Baseball
5. Commissioner of Softball

#### Appointed Members may include but are not limited to:

1. Immediate Past President (non-voting)
2. Sponsor Director
3. Fundraising Director
4. Public Relations Director
5. Uniform Director
6. Umpire Director (non-voting)
7. Concession Director (non-voting)

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

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

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

#### **Article VII - Meetings**

BYBSL Board meetings will be held at a minimum of two times per year or as deemed necessary by the Board at times and locations to be set by the BYBSL Board, unless canceled by a majority vote at a prior BYBSL Board meeting. A quorum of one-half of the voting- BYBSL Board members must be present for BYBSL Board to proceed. In the absence of a quorum, the meeting will be rescheduled. The President or a designee will notify by phone or in writing/email of the rescheduled meeting BYBSL Board members. Members present at the rescheduled meeting shall constitute a quorum and may transact business on behalf of the league.

#### **Article VIII - RULES OF ORDER**

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

### **Article IX - Seasonal Year**

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

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

Dissolution of the BYBSL requires a 2/3 majority vote of the BYBSL Board of Directors followed by a majority vote of the remaining members, if any, and then by meeting all requirements set forth by the laws and regulations of the United States of America and the State of South Carolina. Upon the dissolution of the BYBSL, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

### **Article XI - Prohibited Activities**

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

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

### **Article XII – Finances and Accounting**

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

Section 1 - The Board of Directors shall decide all matters pertaining to the finances of the Organization and it shall place all income in a common league treasury. The treasury may include multiple bank accounts as determined by the Treasurer and President with Notice given to the Board of Directors and Records kept in accordance with this Constitution and By-Laws.

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

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

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

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

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

Section 7 – The Commissioners of two leagues: BBL & SSL shall each submit a proposed budget to the BYBSL Board 90 days prior to the start of any season. The BYBSL board shall have 30 days to approve or amend the proposed budget. A majority vote of the BYBSL Board is required for each league’s budget approval.

Section 8 – The Commissioners have the authority to spend up to \$1,000 without BYBSL Board approval as long as the expenditure was submitted and approved in the original or any amended budget.

### **XIII - Amendments**

Any proposals or motions to amend the Constitution and Bylaws of this Association must be filed with the Secretary in writing not less than 60 days prior to a BYBSL Board Meeting, unless a 2/3 majority of the BYBSL Board votes to reduce or waive the 60 days requirement. Written submittals will be reviewed by the Elected Members of BYBSL Board, which will submit a recommendation to accept or reject the proposal at the next BYBSL Board Meeting. The proposed amendment will be read aloud to the membership for consideration and voted upon. A vote of two-thirds of the members present will be required to carry the amendment.

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

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By-Laws**

**Article I – President**

The Blythewood Youth Baseball Softball League President is the chief executive officer of the Organization (subject to the control of the remaining members of the Board of Directors) and shall have general charge and supervision of the affairs of the Organization.

The President shall:

- Serve as the primary coordinator of all BYBSL activities.
- Preside over all BYBSL Board Meetings.
- With the assistance of the Treasurer prepares and submits an annual budget to the Board of Directors for its approval and be responsible for the proper execution thereof.
- May represent the Organization at any district, national or other baseball/softball programs of which the Organization is associated.
- Assure that all necessary permits are attained to allow the efficient operation of the Organization regarding fields, fund raising, concession stand, and opening day activities.
- Serve as non-voting member of the Board (the President shall vote only to break ties).
- Notify Board members of Board meetings rescheduled due to lack of a quorum.
- Coordinate the activities of all contractors and all employees.
- Serve as BYBSL's representative to DYB & Richland County Parks & Recreation meetings.
- Serve as BYBSL's primary representative to other organizations unless otherwise specified in BYBSL's Constitution or By-Laws.
- Be authorized to sign checks drawn on all BYBSL checking accounts.
- Be authorized to sign documents on behalf of BYBSL.
- Other duties deemed necessary by the board.

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

**Article II – Secretary**

The Secretary shall:

- Succeeded to the powers of the President in the absence of the President and Commissioner.
- Maintain and distribute meeting minutes.
- Serve as a voting member of the board.
- Provide day-to-day management and guidance to official league business.
- Maintain background check forms for all volunteers.
- Coordinate all insurance claims.
- Other duties deemed necessary by the board.

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

### **Article III – Treasurer**

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

#### The Treasurer shall:

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

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

### **Article IV - Commissioners**

#### The Commissioners Shall:

- Assist the BYBSL Board and all committees as a special advocate for the development and growth of opportunities for youngsters to play baseball / softball.
- Serve as the primary coordinator of all BBL/SSL activities.
- Preside over all BBL/SSL Board Meetings.
- Serve as a voting member of the board.
- Provide day-to-day management and guidance to respective league.
- Other duties deemed necessary by the board.
- A more detailed job description can be established by the BYBSL Board. It is intended that this will be a volunteer (non-paid) office.

## **Article V - Concession Director**

### The Concession Director shall:

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

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

## **Article VI - Fundraiser Director**

### The Fundraiser Director shall:

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

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

## **Article VII - Immediate Past President**

### The Immediate Past President of the BYBSL shall:

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

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

## **Article VIII – Public Relations Director**

The Public Relations Director of the BYBSL shall:

- Provide communication to all the members
- Serve as liaison for the League to the Community
- Monitor the League's email account
- Maintain the League's Social Media accounts
- Maintain the Leagues' website
- Serve as a voting member of the board.
- Other duties deemed necessary by the board.

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

## **Article XIII – Uniform Director**

The Uniform Director for the BYBSL shall:

- Will research and receive bids from vendors for Spring and Fall uniforms
- With Board approval, will order all uniforms from Board for Spring and Fall seasons
- Will be responsible for distribution of uniforms to each team during the season
- Will work with Sponsorship Director to receive all information relating to sponsor specific needs for the uniforms
- May select an Assistant Uniform Director from both BBL & SSL.
- Other duties deemed necessary by the board.

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

## **Article XIV – Sponsorship Director**

The Sponsorship Director for the BYBSL shall:

- Will actively seek out League Sponsors
- Will coordinate the logistics of getting Sponsors to register and pay
- Will be the primary contact person for all communication between the League and Sponsor
- Will work with Uniform Director such that he / she will receive all information relating to sponsor specific needs for the uniforms
- Other duties deemed necessary by the board.

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



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

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

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

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

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

Amended on September 16, 2017 the board voted and approved to change the colors to navy blue and Vegas gold; change the League's official name to Blythewood Youth Baseball Softball League; change its DBA name to BYBSL; updated League's website URL; removed VP of Colt & Dixie Boys, revised to be VP of O-Zone, Machine Pitch, and added VP of Softball to Elected Officers; removed Competition Director, Recreation Director, and Grounds Director from Appointed Members; Removed Recreation League Committee Article, and removed socks as a requirement from uniform section.

Amended on 10/7/18 the board voted and approved to remove website Director, add Public Relations Director as an Elected official with duties as described in Article XI; added Players Agent – Baseball & Softball as an appointed position with duties as described in Article XII; split Fundraising & Sponsorship Directors into separate roles with Sponsorship Director duties as described in Article XIV.

Amended on November 20, 2019, the board voted and approved to change the structure to split the baseball and softball leagues into two identities (BBL and SSL) where each will have its own Board but be governed by the BYBSL Board of Directors. Constitution and By-Laws were changed to reflect this new structure.

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

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

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

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