

Burgaw Dixie Youth Organization Constitution and Bylaws

Burgaw Dixie Youth Organization **Constitution and Bylaws**

The League shall be known as Burgaw Dixie Youth Organization Baseball and Softball League. The league shall be governed by the following Bylaws and those set forth by the Organization.

Article I. Purpose

It is the policy of Burgaw Dixie Youth Baseball and Softball to promote the development of strong character, a right attitude and a sense of responsibility and citizenship in boys and girls, using the game of baseball and softball as a vehicle. It is the purpose of Burgaw Dixie Youth to achieve this goal through fair play, good sportsmanship and congenial fellowship, with adult leaders providing the example. It is strictly against the policy of Burgaw Dixie Youth for any person, either as a participant or a spectator, to engage in arguments, to use abusive language, to harass umpires, or to exhibit any behavior not in concert with the general intent of this policy statement. **All participants of BDY are required to sign and abide by the League's Code of Conduct.**

Article II. Membership

1. To become a new member of Burgaw Dixie Youth Organization, persons must attend two general business meetings and pay a membership fee of twenty-five dollars. (25.00)
2. Paid membership gives the member voting rights in general business meetings of Burgaw Dixie Youth Organization. You must be at least 18 years old to vote, be a head coach, or hold an office.

Article III. Officers

The Burgaw Dixie Youth Organization shall consist of the following Elected Officers:

*President

*Secretary

*Treasurer

*Baseball Commissioner/Vice President

*Softball Commissioner/Vice President

*Two (2) Player Agents (1 Baseball, 1 Softball)

*Board of Directors

*Eight (8) elected members - Effort will be made to fill these positions evenly between baseball and softball.

*The President will only cast a deciding vote in the event of a tie

*Committees can be appointed as needed (fundraising, audit, etc)

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Current Committees:

- Social Media
- Concessions
- Field Maintenance
- Fund Raising
- Audit

The following are appointed positions by the President and Board of Directors:

*All Elected and Appointed Officers **MUST** be current paid members of Burgaw Dixie Youth Organization.

Article IV. Meetings

Meetings will be held the second Monday of each month and at other times as deemed necessary. Burgaw Dixie Youth Organization's ~~fiscal~~ year will begin on October 1 of the current calendar year through September 30 of the next calendar year.

1. In the months of March, April, May, June, July, and August general business meetings may be waived at the discretion of the Board of Directors. Board membership meetings may be held in lieu of the general meetings to maintain regular business.
2. The President may call special board meetings at any time. Special meetings may be called at the request of five (5) paid members of the Burgaw Dixie Youth Organization. At least five (5) days written/posted notice and the purpose of the special meeting shall be given.
3. A quorum of 10 paid members shall be present at any regular or special meeting in order for Burgaw Dixie Youth Organization business to be conducted. A majority vote of the paid membership present is needed to approve any Burgaw Dixie Youth organization business not otherwise specified in the Bylaws herein.
4. A quorum (10 paid members) shall be present at any regular, special, or Annual Meeting before the election of officers or amendments to the Bylaws can commence. A majority vote of the paid members present is needed to approve amendments to the Bylaws, or to elect officers.
5. Each **paid member present** shall have one vote in all matters during regular monthly meetings.
6. There shall be an Annual meeting each year in the September General Business Meeting to nominate Officers for the new fiscal year. All nominees shall be current members of the organization and have a current background check as of October 1. All nominations will be voted on at the October General Business Meeting.

7. Adoption of bylaws and any changes to be adopted will be discussed and reviewed

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during the October meeting. The bylaws will be voted on at the November meeting. Once bylaws are adopted, they will stand for the entire fiscal year and can only be changed by a motion and vote during the November meeting of each fiscal year.

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8. At the beginning of each general meeting the previous month's minutes and financial report are to be reviewed and approved by a majority vote.

*Should a question of procedure arise, the book of "Robert's Rules of Order" will be used as a reference guide.

Article V. Fees and Finances

1. There shall be a common Burgaw Dixie Youth Organization Treasury with all league income being deposited thereto and all league debts being disbursed from the same depositing source. The Board of Directors when deemed necessary may create special fund accounts.
2. The Burgaw Dixie Youth Organization Board of Directors shall manage the property and the business of the league.
3. The President and Vice Presidents will review each monthly bank statement with the Treasurer. Each will sign the statement after reviewing checks issued and deposits made for discrepancies.
4. All funds received by the Burgaw Dixie Youth Organization are to be counted by two authorized members of the Burgaw Dixie Youth Organization at the time of their receipt.
5. The Audit Committee before the end of each fiscal year will conduct an audit of funds.
6. All general membership must pay a membership fee of twenty-five dollars (\$25.00) annually.
7. **All managers and coaches** must pay a membership of twenty-five dollars (\$25.00) annually; this fee also allows coaches to become part of the general membership, and also includes a background check, insurance, and T-shirts.
8. Anyone who is on a ball field at any given time **MUST** have completed a background check and approved by the Burgaw Dixie Youth Organization.

Article VI. Dissolution

In the event of the dissolution of the Burgaw Dixie Youth Organization, all assets will be transferred to another non-profit organization serving the same function and geographic region of Pender County, North Carolina.

Article VII. Committees

Committees may need to be formed to assist with various duties and functions. These committees include, but not limited to, concessions, pictures, fund raising, and advertising. Each committee will have a chairperson as deemed necessary. Positions on these committees will be by appointment of the Burgaw Dixie Youth Board of Directors. New committees may be established as needed.

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Article VIII. Managers and Coaches

1. It shall be the responsibility of the Board of Directors to determine whether a person shall be eligible to be on the coaching staff for any given season. Background checks are required each year and it is the Manager's responsibility to collect the paperwork.
2. These background checks are due no later than two (2) weeks after player evaluations. If said background check reveals any felony convictions including and not limited to sex offenses, domestic or child abuse, illegal drug or alcohol offenses said person will be brought before the president and vice presidents. Sex offense / Child abuse convictions will result in automatic disqualification for a minimum of 10 years. All other convictions will be considered on a case by case basis. A record will be kept of all convictions brought before the president. This record will be kept private and will be used to set precedence for future situations. In the event a situation arises during a season that involves a manager/coach/ board member being accused or convicted of a felony, it will be brought before the president and vice presidents immediately. The same procedure will be used to handle these situations for analyzing background checks.

Background checks will be facilitated through Burgaw Dixie Youth.

3. All managers shall have equal opportunity in the acquisition of players. This shall be accomplished through a system adopted by the Board of Directors.
4. Coaching staff will be a maximum of three (3) roster coaches per team, one (1) manager and two (2) coaches, with the exception of T-Ball, Coach Pitch Baseball, and Darlings Softball, whereby four (4) coaches, (5) for Co-Ed T-Ball, one (1) manager and three (3) coaches may be on staff for a team.
5. Any person wishing to manage a team shall provide their intentions in writing prior to the scheduled try-outs date. If enough persons are not available for the amount of teams in a league, managers may be asked to take a team on the day of try-outs.
6. Team managers will be picked in the following order when more than enough interested persons are available:
 - Returning division managers from previous year
 - Returning division coaches from previous year
 - Managers moving up to a new division

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7. A member of a coaching staff shall be given one warning per season for “Behavior Unbecoming of a Coach”. The second occurrence will result in ejection of the current and the next scheduled game. If an umpire ejects a manager or coach from any game, he or she will not be allowed to manage/coach next scheduled game and will meet with the Board of Directors to determine if further action is necessary. **Ejection from any regular season game will be reviewed by the Board to determine the eligibility to manage or coach an All-Star Team. (see Code of Conduct Document)**
8. The umpire who ejected the coach will have to fill out an ejection form given to them by the board.
9. All members of a coaching staff will be required to read the Sexual Abuse and Molestation policy provided by the insurance company. Once they have read the policy, members will be required to sign a statement that they have read and understand the policy.

Article IX. Player Registration

1. Any child within the appropriate age range wishing to participate in Burgaw Dixie Youth Baseball, Softball, or T-Ball is welcome to register on the scheduled registration dates to be set each season.
2. Each child’s parent or legal guardian will be required to complete a registration form and code of conduct form.
3. Registration will be set during the December general business meeting. It will be the discretion of the board to consider all cost and determine the appropriate fee.
4. T-Ball eligible age shall be 4 years old on or before January 1st.
5. Both boys and girls playing in the tee ball age division will play in a single coed league.

Article X. Player Evaluation Procedures

1. **All steps for evaluations will be strictly enforced**
2. After the close of the registration period, each player agent will provide a list of all eligible players separated into the division to be eligible to play.
3. Every eligible player in the league area shall be given notice of the call for “evaluations”. Each player shall be given the opportunity to bat and field balls.
4. Each player will be ranked by a numerical value of 1, 2, 3, and 4 in each fundamental

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demonstrated. 1 being the highest rank. ~~If you have a returning player in the same league that was chosen unanimously as an All-Star the previous year for that age division, they are automatically ranked as a 1.~~

5. The “evaluations” shall be conducted in the presence of each division’s managers.
6. All registered players are encouraged to attend the scheduled “evaluation” day before teams are drafted.
7. If any registered player is a “no-show” for “evaluations”, they will be drafted in a separate player pool, after the regular draft. All “no-show” names will be written on paper and managers will draw them out, in the same order as the regular draft.
Exception: If the player’s ability is known by the coaches of that league and the coaches agree on that evaluation score, he/she will be eligible to be drafted in his/her respective round.
8. There shall be no T-Ball evaluations.

Article XI. Draft Procedures

All draft procedures will be strictly enforced

1. The managers of the division being drafted, the league player agent, and either the President or League Commissioner will attend all drafts.
2. Each division’s managers should schedule a draft when convenient for all members required to attend, but not to affect the beginning of a regular season practices.
3. All returning players within a division will be assigned to the previous year’s team. Once all returning players are assigned to their teams, the team(s) with the lowest number of returning players will draft players until all teams in the division have the same number of players. Once all the teams have the same number of players the draft procedure will commence as below. In the event that there are not enough players to fill each returning team, the team with the lowest number of returning players will be added to the players available for draft. Effort will be made to keep teams even by making sure that the same number system is used when assigning returning players to teams.
4. At the beginning of each draft all managers will chose a number from a drawing to determine the order of draft picks for pitchers. The catchers draft will begin with the last pitchers draft pick manager having the #1 draft pick for catchers (6 managers, #6 manager will have the #1 in catcher’s draft beginning in reverse order). After the pitchers and catchers draft picks, the managers for the player pool draft will draw a new draft pick order. After all 1st round draft picks have been made, the last manager to pick will begin the 2nd round draft and the order will be in reverse. This order of reverse after each round will continue until all players have been drafted.
 - a. Example: 5 managers, #1 picks first and goes through #5 to finish 1st round. 2nd round begins with #5 picking first and goes until all players in the rank are finished. All players in the 2nd round have been picked and the last pick was by #3.

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#2 would pick first in the 3rd round and then #3 and so on.

5. Each draft will begin with first consideration to all pitching candidates. If the majority of the coaches in that league determine a child should be considered a pitcher, he/she will go into the draft at that respective position. Candidates will be selected in the draft, in such a way that there is a majority agreement that the pitching strength is as equally distributed as possible. When the first round of pitchers has been drafted, the last manager to pick will have the first pick in round 2 and will proceed in reverse order. If no agreement is met, the league commissioner will have final decision.
6. The managers shall then consider candidates for the catching position. If the majority of the coaches in that league determine a child should be considered a catcher, he/she will go into the draft at that respective position. Candidates will be selected in the draft, in such a way that there is a majority agreement that the catching strength is as equally distributed as possible. When the first round of catchers has been drafted, the last manager to pick will have the first pick in round 2 and will proceed in reverse order. If no agreement is met, the league commissioner will have final decision.
7. After all teams have drafted the pitching and catching positions, all remaining players in the player pool shall be picked in rank order e.g. all #1s picked, all #2's, all #3's, and then all #4's. This will be completed after a new draft order has been picked. Managers may pick down in rank at any given time but may not pick up in order.
8. A manager's child, playing in the same division, MUST be picked by the parent/manager as their 1st pick in the round where the child's level of play is being picked. Example: If parent/manager's child is ranked as a 2, the parent/manager's first pick for a 2 ranked player will be their child.
9. If "same family" players are picked on different teams, each affected manager will come to an agreement who will accept the "same family" players and equal trades of same ranks MUST be made to satisfy this rule. All efforts should be made to pick "same family" players during their regular drafts if possible.
10. Once all teams have been drafted, the player agent will complete the roster for each team.
11. To be considered "same family" and placed on the same team, each child shall reside at the same residence with the same address.
12. In the event a player resigns or withdraws his/her position on the team, the player shall be no longer eligible for any further participation in the league during that same season. In season transfers may be allowed at the discretion of the League's managers and commissioner. An unsatisfied player may request to be placed on a different team for the next season.
13. A request made in writing by any parent/guardian that a child not play for a specific manager/coach during regular season will be accepted. This information should be submitted in writing/email. These requests should include specific situations/concerns

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that explain the reason for the request. These requests can ~~will~~ also be valid through the All-Stars selection if the manager/coach is on the All-Star team coaching staff.

Article XII. Regular Season Practice/Game Schedules and Procedures

1. The Baseball and Softball Commissioners will be responsible for completing a Practice Schedule for teams in their respective leagues prior to opening day for the current season.
2. The Baseball and Softball Commissioners will be responsible for completing a Regular Season Schedule for teams in their respective leagues. Every consideration should be made to play equal amount of games for each team in a division. Every attempt to schedule games equally over each day of the week should be made.
3. All Teams will be scheduled to play the required number of games per season in accordance with Dixie Youth Baseball rules or Dixie Youth Softball rules.
4. The Baseball and Softball Commissioners or their designee shall call off any games due to inclement weather before start of game times. Umpires will be responsible for calling a game off due to inclement weather after any games have started. A sign will be placed in the message Boards, located on the concession stand, if games have been cancelled. **If rain out conditions exists, NO PRACTICES will be allowed on any field.** Failure to comply with this rule will result in the coach being suspended for one game. If a second offense should occur, the coach will be brought before the board to decide the length of suspension, up to one year.
5. Rained out games will be played on the next available date. Rescheduled games will start at times set up by the Baseball/Softball commissioners when field conditions become playable. The games will start with the oldest rescheduled games first and all other games will follow in order of original dates scheduled to play.
6. Schedule adjustments will not be allowed unless made by the Board of Directors.
7. All games shall be played in accordance with the current Dixie Youth Baseball and Dixie Youth Softball rule books respectively. T-Ball will be played in accordance with the rules adopted by the Board. The only exception to this article will be any “local league options” offered by Dixie Youth Baseball or Dixie Youth Softball in accordance with the respective current season rule books and adopted by the Burgaw Dixie Youth Organization.
8. The League’s Division Champion shall be the team that concludes its season with the best record of wins and losses during the regular season. In the event of a tie, each team’s wins and losses will be reviewed and a head to head game between the tied teams will be played to determine first place, if necessary. A single game playoff shall be held to determine the Champion. The date of the game shall be determined by the League President. The game shall be played immediately following the regular season and shall be scheduled so that neither team is at disadvantage.

Article XIII. Team Responsibilities

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1. Teams should elect a “team parent” to coordinate with the League Player Agent.
2. Each team manager will be responsible for providing team parents for working the concessions stand at a minimum of one (1) regular season game day/evening, or time as set by the current concessions stand committee chairperson. Failure to provide enough workers for the concession stand will result in the manager being suspended for the following game.

Article XIV. All-Star Selection Procedures

The purpose of the All -Star procedures is to create consistency in the selection of All-Star teams in the Burgaw Dixie Youth Organization and to provide consistency in teams traveling outside the District Level and above tournaments. It is a democratic system where all Managers in a league will have an equal voice and all players will have an equal opportunity. Politics and popularity should not influence the selection.

All-Star selections can have a major effect on the way our league is received in the community. It can also have a major effect on a child’s attitude toward continuing to participate in the program. Careful consideration should be given to each player to ensure that the players most deserving to participate are the ones selected.

When selecting All-Star players, managers should consider more than a player’s ability to play the game. Attitude and Sportsmanship should carry as much weight as the ability to play. All managers are challenged to put forth the effort to select the most qualified and deserving players.

1. All-Star Player Selection Procedure

- a. Each division coach will nominate those players on his/her team who he/she believes should be eligible to play All-Stars. Prior to nomination, the coach should verify interest level and commitment with the parents of each nominee. There are no limits on the quantity of players a coach can nominate, or how many players from a particular team may be selected to play all stars.
- b. At the midpoint of the season, coaches will present a list of nominated players to be potential all-star players to the League Commissioner and other coaches in their respective division. This will allow coaches to assess all-star team nominees during the second half of the season.
- c. The Saturday/Sunday of the final regular season games each League Commissioner will conduct all-star selection meetings for each division in their league. 1-2 days prior to the meeting each coach will submit a finalized list of all-star nominees from their team and other coaches in their division.
- d. All division managers must attend this meeting. If they cannot attend, an assistant coach must attend in their place.
- e. Each head coach and league commissioner/president should bring his selection for his/her IDEAL ALL-STAR TEAM, meaning the top 11/12 players they pick as the all-star team from their division. Any player that is listed on each coaches IDEAL ALL-STAR TEAM in their division is

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automatically selected to the all-star team.

- f. Roundtable discussion: The remainder of the all-star team and alternates will be selected from the rest of the all-star team nominees. The coaches will openly discuss each player. The coaches should be candid about each nominated players abilities. VOTING FOR THE REMAINING PLAYERS WILL OCCUR AFTER ALL REMAINING PLAYERS HAVE BEEN DISCUSSED. If all coaches agree that a player should make the all-star team, that player is added to the team and the next player will be voted on. Once the entire list of nominees has been discussed, and there are still open positions on the team, the coaches will discuss the remaining players and vote until the all-star team is complete.
- g. Once a complete roster has been selected, it must be ratified by all managers/coaches in attendance. All managers/coaches in attendance must sign the final all-star roster.
- h. Once the coaches have ratified the roster, the League President must ratify it.
- i. Alternate players will come from the nominated list of potential all-star players not chosen to the team. If all of those players refuse the role of alternate, then and only then would players not originally nominated be eligible for the all-star team.
- j. Teams must be selected by the Sunday following the last scheduled regular season game.
- k. If a player who played up is not chosen in that age group then they may be considered for the age in which they qualify.

2. All-Star Coaches Selection Procedures

- a. The managers within each division will vote the All-Star manager into that position. The manager with the most votes will be selected as that Division's All-Star manager.
- b. In the event of a tie, the coach with the best win / loss record during the regular season will be the manager.
- c. The elected Board must approve All-Star managers.
- d. The All-Star manager has the right to select his/her assistant coaches. Per Dixie Youth Baseball/Softball rules, the All-Star manager must designate 2 official assistant coaches. Exception: Designate 3 official assistant coaches for Midget, Darlings, and Sweeties Divisions. The manager may use as many coaches as he/she sees fit during practice.

- 3. The Burgaw Dixie Youth Organization All-Star Uniforms are to be the colors of your local high schools. (Pender or Heide Trask)

Article XV. All-Star Fundraising Procedures

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District tournaments will not have any travel or fundraiser monies needed nor matched by Burgaw Dixie Youth Organization. If any league team wins their District Tournament and advances to their State and/or National Tournament, then the following procedures will apply. Invitational tournaments will be emotionally supported by Burgaw Dixie Youth but must be financially supported by team parents. These teams may not fundraise under the name of Burgaw Dixie Youth. All the decisions by the board are final.

1. The Board of Directors will determine when an overnight stay is necessary for any team playing in the State or National Tournaments based on distance and location of said tournament attending.
2. When the Board deems an overnight stay necessary, the Burgaw Dixie Youth Organization will match up to \$2000 in fundraising monies. Any additional monies will be decided at the discretion of the board.
3. If any additional monies are needed, it will have to be raised or provided by the team player's parents or guardians. The manager is responsible for any fundraiser activities for his or her team.
4. Any unused fundraiser or matched monies raised as Burgaw Dixie Youth will be turned over to the Board of Directors/Treasurer.
5. When determined by the Board that fundraising money is needed for a state or National Tournament, raised funds:
 6. may be used to help offset lodging costs for parents, if needed, and a daily allowance, reviewed by the Board, can be distributed to a parent/guardian to assist with lodging, gate fees, mileage, and/or food.
 7. All monies raised and matched have to be accounted for and all expenses have to be itemized with receipts and a full and complete report must be submitted to the Board of Directors/Treasurer. The team manager is responsible for all actions and monies for his/her All-Star Team.
 8. All behavior, while representing the Burgaw Dixie Youth Organization, unbecoming of Coaching Staff and/or All-Star players will be reviewed by the Board of directors and future participation will be up for discussion.
 9. In the case where more than one (1) team will be travelling to a State or National Tournament and fundraising is needed, **ALL** teams will work with the Fundraising Committee to coordinate events. Regardless if more than one team is from different leagues (baseball or softball), teams should work together to raise funds.
10. Any fundraising through Burgaw Dixie Youth should be approved through the Fundraising Committee.