

# **BYLAWS OF LADY BANDITS FASTPITCH SOFTBALL**

## **ARTICLE I – NAME**

This organization shall be known as Lady Bandits Fastpitch Softball.

## **ARTICLE II – OBJECTIVE**

The objects of this Organization shall be:

The Texas Bandits Lady Fastpitch Softball is aimed at helping young athletes build self-confidence, teamwork, and leadership skills which enables them to secure college, athletic and academic scholarships.

## **ARTICLE III – MEMBERSHIP**

Section 1. Playing members. Playing members shall be school aged girls, provided written consent to play is granted by parents or legal guardians. Waiver and written consent, including acceptance of position offer must be on file.

Section 2. Termination. The Organization, by vote of the Board of Directors, may revoke the membership of any member who fails to comply with lawful and reasonable rules, regulations, and requirements of the Organization; or has otherwise conducted himself/herself as to give cause for said revocation. See Code of Conduct.

Section 3. Managers/Coaches who have failed to participate in at least of the organizational activities (e.g. fundraising, field maintenance, etc.) may face revocation of their coaching privileges, per Board decision.

## **ARTICLE IV – OFFICERS**

Section 1. Officers and Duties. The officers of the Organization shall be President, Vice President, Director of Athletics, Secretary and Treasurer. These officers shall perform the duties prescribed in these bylaws and by the parliamentary authority adopted by the Organization.

Section 2. Term of Office. Offices shall be appointed for an unlimited term or until their successors are appointed. The term of office shall begin on June 1<sup>st</sup>.

Section 3. Removal from Office. Any officer absent from the regular meetings, incapacitated or unable to perform their duties for a continuous period of three (3) months, or absent from a total

of four (4) meetings during the current term of office automatically relinquishes their position on the Board.

## **ARTICLE VI – DUTIES OF OFFICERS**

Section 1. President. The President shall:

- a. Direct the operations of the Organization through the Executive Committee;
- b. Oversee the total operation of the Organization and advise as needed;
- c. Serve as ex-officio on all standing committees;
- d. Be a voting member of the Board.

Section 2. Vice President. The Vice President shall:

- a. Be responsible for the operations and implementation of Organization events, publicity, fundraising, sponsorship, and uniforms;
- b. Serve as the acting president in his/her absence and as part of the Executive Committee;
- c. Report to President.

Section 3. Director of Athletics. The Director of Athletics shall:

- a. Be responsible for the direction of the umpire in chief, equipment, scorekeeping, field maintenance and all commissioners;
- b. Coordinate the selection of managers, education and training for managers, softball skill/training clinics, field assignments;
- c. Serve with other committees as needed and other duties as assigned;
- d. Serve as the official tournament director;
- e. Serve as a member of the Executive Committee;
- f. Report to President.

Section 4. Secretary. The Secretary shall:

- a. Be responsible for accurate records of all activities of the Board;
- b. Be responsible for keeping an accurate attendance schedule and proxy count;
- c. Be responsible for meeting schedules and meeting minutes;
- d. Serve with other committees as needed;
- e. Serve as a member of the Executive Committee;
- f. Report to President.

Section 5. Treasurer. The Treasurer shall:

- a. Be the custodian of the funds of the Organization, which are to be kept on deposit with a bank approved by the Executive Board;
- b. Keep accurate up-to-date records of the Organization finances;
- c. Submit financial reports at each Board meeting;
- d. Create an annual financial statement;

- e. Prepare records for annual audit;
- f. File the proper IRS form 990 each year;
- g. Serve with other committees as needed;
- h. Serve as a member of the Executive Committee;
- i. Report to the President.

## **ARTICLE VII – MEETINGS**

Section 1. Regular quarterly meetings: The regular meetings of the Board of Directors shall be held quarterly. Notice of the time and place of those meetings shall be given to all members at least five days in advance of such meetings.

Section 2. Special Meetings: Special meetings may be called at any time by the Board President or upon the written request of three Board members explaining the purpose of the meeting. Except in cases of emergency, at least two days' notice shall be given to every Board member.

Section 3. Quorum. A majority of the members of Board of Directors shall constitute a quorum at any Board meeting.

Section 4. Electronic Voting Procedures.

- a. Electronic voting means by email;
- b. All Board members must have a current email address or phone number on record with Organization Secretary.
- c. A motion may be distributed for discussion for any purpose provided same could not for strong justification await the next regular or special meeting of the Board of Directors. The motion does not become official until it is seconded and the Secretary has verified the motion was seconded. The motion must state if approval required is a simple majority or a two-thirds vote.
- d. Once a motion is made by email, no motions may be made that conflict with the motion until a vote on the motion has been completed.
- e. Email votes by Board of Director members must go to all Board members.
- f. The Secretary shall take the ballot and report to the Board of Directors whether the motion was adopted or failed.
- g. The motion may not be discussed during the polling process. Only votes for yes, no, abstained or request for a special meeting to consider (by three board members) are permitted. A request for a special meeting will nullify the vote.
- h. Any motion adopted by email must be ratified at the next regularly scheduled meeting.

## **ARTICLE IX – COMMITTEES**

Section 1. Committee Composition. The Executive Committee shall be composed of the following members: President and Vice President.

Section 2. Committee Duties. The Executive Committee shall:

- a. Have the general supervision of the affairs of the Organization's Board;
- b. Make recommendations to the Organization's Board;
- c. Perform other duties as specified in these bylaws;
- d. Shall be subject to the orders of the Board and none of its acts shall conflict with the actions taken by the Board of Directors.

## **ARTICLE IX – COMMITTEES**

Section 1. Internal Auditing Committees. The President shall appoint Internal auditing Committees at the regular June meeting to do an internal audit of the financial records and equipment inventory of the Organization at the close of the Organizations fiscal year. The internal audit is to be completed within 60 days of the close of the fiscal year and a report submitted to the Executive Board.

Section 2. Other Committees. Committees, standing and special, shall be appointed by the President as the Organization may authorize. The President shall be an ex-officio member of all committees.

## **ARTICLE X – FINANCIAL POLICIES**

Section 1. The Organization's Board of Directors shall decide all matters pertaining to the finances and it shall use income in such a manner that will give no individual team or member any advantage over the other as to equipment, uniforms or the like.

Section 2. The Organization's Board of Directors shall permit the contributions of funds, uniforms, equipment or other gifts. All contributions shall be placed in the common treasury of the Organization.

Section 3. Any expenditure in excess of \$250.00 must be approved by the Board of Directors. Expenditures of \$250.00 or less may be approved by the President. Tournament fees and PAP fees do not need to be approved by board as they are a reasonable and necessary expense for teams to function.

Section 4. If any team leaves voluntarily or is release from the Organization, all equipment and all monies, excluding monthly dues, will be transferred to the Organization's general fund.

Section 5. If an individual player leaves either voluntarily or is released from the Organization at any point prior to the end of the fiscal year, the individual player forfeits all monies earned through fundraising for their individual account. Forfeited fundraising monies will be transferred to the Organization's general fund.

Section 6. All fundraising activities must be submitted in writing to the Board. The Board will render a decision within five business days. See Fundraising Guidelines.

Section 7. Request for dissemination of a player's funds in relation to an Organization vent, must be requested through the head coach on behalf of the individual player no less than 15 days in advance of expected event. No Board approval needed. Requested funds cannot exceed total amount of fundraised monies available in an individual player's account.

## **ARTICLE XI - EQUALITY CLAUSE**

Section 1. In order to discourage favoritism among the teams and to endeavor to equalize the benefits of the programs, all teams shall utilize the designated equipment and uniforms provided by the Organization. Extra jerseys, two sets per team, kept on-hand, must be requested. The cost of the jerseys will be held accountable through the team's account if not returned after end of season. Request for extra jerseys must be made via writing to the President by the head coach only.

Section 2. Each team is required to purchase 6 Rawlings/Worth bats and 6 Rawlings/Worth gloves, which are to be used on the field at all times.

Section 3. All teams will receive a discount on Rawlings/Worth items by being a part of the Lady Bandits Fast Pitch Softball Organization through Premier Baseball of Texas.

Section 4. Eligibility for teams to "earn" the team name "Lady Bandits – Worth" will require the team to be classified as "A" or "Gold" for a minimum of 1 year and have been able to compete at that level. Team stats, records and game(s) observation will be reviewed by the board and a decision will be made by the board either approving or denying team eligibility.

Section 5. All requests for evaluation of "Lady Bandits – Worth" classification, must be submitted in writing via email. If approved, all equipment including uniforms must be Rawlings/Worth.

## **ARTICLE XIII – AMENDMENT TO BYLAWS**

These bylaws may be amended at any regular Board of Directors meeting by a two-thirds vote of the membership of the board, provided the proposed amendment has been submitted in writing and read at the previous regular meeting. Unless otherwise provided prior to its adoption or in the motion to adopt, an amendment shall take effect immediately upon adoption.

Adopted: 8/14/2013

Revised: