



# North Pocono Cal Ripken Baseball

P.O. Box 66, Moscow, PA 18444  
www.npcrb.com  
EIN #: 26-1594916



## BY-LAWS

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### NORTH POCONO CAL RIPKEN BASEBALL LEAGUE

#### ARTICLE 1. NAME

The name of this organization is the North Pocono Cal Ripken Baseball League hereafter referred to as the "league." Adopted by the Board of Directors, hereafter referred to as the "Board" adopted on November 12, 2008, with subsequent amendments.

#### ARTICLE 2. OBJECTIVE

The primary objective of the league is to develop and promote in children (usually of ages seven to twelve) through the medium of properly supervised and competitive baseball: 1) good sportsmanship, 2) understanding and respect for rules, 3) courage in defeat, 4) tolerance and modesty in victory, and 5) a spirit of cooperation and team play. In the attainment of this objective, the instilling of a desire to win, or in the winning of games, is to be the secondary objective.

#### ARTICLE 3. TERRITORY

The boundaries of the league are the boundaries of the North Pocono School District within Lackawanna and Wayne Counties.

#### ARTICLE 4. DIRECTORS AND MEETINGS

##### SECTION 1, EXECUTIVE BOARD OF NORTH POCONO CAL RIPKEN BASEBALL

All coaches and parents of players of past or present North Pocono Cal Ripken Baseball League players are eligible to be nominated and elected for any board position. It is the responsibility of the outgoing Board to determine if the nominated person is qualified for the position. One term shall be from October 1- September 30. Board members shall be precluded from serving more than two consecutive years in the same position, unless circumstances deem this impractical. Voting Rights: All parents/guardians of present league players have one vote for board elections. The player must have participated the full season prior to voting.



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**President**- Responsible for overseeing and facilitating all Executive Board meetings. Represents the league at all Babe Ruth District, State or National functions as appropriate. The term will be one year, with a two consecutive year maximum.

**Vice President**- Responsible for all matters related to obtaining, developing, monitoring, certifying and implementing discipline in matters of misconduct regarding coaches or players. Responsible for background and Child-line checks for league volunteers. Will facilitate try-outs. Acts on behalf of the President in his/her absence. The term will be one year, with a two consecutive year maximum.

**Secretary**- Responsible for recording and distributing all pertinent information and decisions made by the Executive Board and/or Board of Directors. Responsible for processing all forms, with the Treasurer, pertaining to preparing and sending any League financial obligations (IE. Tax Returns, Letters of Incorporation). The Secretary shall be the By-Law custodian: responsible for maintaining, updating and distributing the By-laws. The term will be one year, with a two consecutive year maximum.

**Treasurer**- Responsible for the fiscal accountability of the League. Create and maintain the League budget. Monitor Sub-Committee budgets. With the Secretary, responsible for preparing and sending any League financial obligations. The term will be one year, with a two consecutive year maximum.

**Insurance Coordinator**- Responsible for ensuring the League has proper insurance coverage for players and coaches. Responsible for ensuring outside entities (IE: Township Field, Clinic Sites) have proper documentation of League coverage. Responsible for maintaining claim forms and related documents. Will be the liaison and any League claimant as needed. The term will be one year, with a two consecutive year maximum.

**Equipment Manager**- Responsible for equipment operating budget directly related to the playing and practicing of Cal Ripken Baseball. Responsible for the oversight of the equipment. Responsible for obtaining and maintaining all equipment including but not limited to: balls, uniforms and catcher's gear. Responsible for providing umpires for all League games. The term will be one year, with a two consecutive year maximum.

**Public Relations Coordinator**- Responsible for public and media releases that reflect the League in the most positive light. Responsible for organizing community relationships. Responsible for communications with parents of the League. Responsible for maintaining and updating the League web-site. The term will be one year, with a two consecutive year maximum.



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**Fundraising Coordinator**- Responsible for all duties related to generating revenue for the League with the exception of registration fees. Responsible for organizing and scheduling fundraising activities (IE: coin drops, raffles). Assist the Vice President with maintaining and organizing the preseason clinic. The term will be one year, with a two consecutive year maximum.

## SECTION 2. BOARD OF DIRECTORS

THESE DUTIES CAN, AND IN MOST CASES WILL BE ASSIGNED ADDITIONAL DUTIES OF THE BOARD TO ASSURE EFFICIENT OPERATION OF THE LEAGUE

**UMPIRE COORDINATOR**- Responsible for assuring qualified umpires are present at all Major League games. Coordinates proper umpires for Minor League games.

**MASTER SCHEDULER**- Responsible for creating, distributing and maintaining all game and practice schedules.

**DIVISION MANAGER**- Responsible to be a communication and distribution medium from the League to the managers and coaches within their divisions. DM's are also responsible for organizing the coaching staffs for their divisions and submitting them to the Board for ratification. The DM's cannot be in charge of a division that they are managing or coaching. At the end of the season, the DM's will complete a manager/coach evaluation form and submit these forms to the Board.

## SECTION 3. VACANCIES AND ABSENCES

Any vacancy on the Board shall be filled and approved by the majority of the Executive Board. This shall take place at the first available meeting following notification to the Board of the vacancy.

## SECTION 4. NOMINATIONS

The September meeting of the Board will be held for the purpose of confirming all Board members. Each member shall serve one year, unless voted out by a unanimous vote of the Board. This vote is contingent of a violation of a league bylaw or Babe Ruth rule. The Executive Board will vacate their offices annually on September 30. New directors for the following year will be nominated and voted on the September meeting. Any Board member may be elected to successive terms, but may not hold the same position for more than two consecutive years.



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## SECTION 5. VOTING AND AMENDMENTS

### **Sub 1, Voting**

Each member of the Board shall have one vote and must vote in person. Any Board member holding two or more positions on the Board shall still have only one vote. The President will vote only in the event of a tie vote.

### **Sub 2, Amendments to By Laws/League Rules**

Any proposed amendments to these By-Laws shall be submitted at a regularly scheduled Board meeting. A vote shall be taken requiring a 2/3 majority of the full board to pass.

### **Sub 3, Emergency Amendments/League Rules**

Any article or section of these By-Laws or rules may be amended or repealed, or any new article or section may be added thereto, by the Board on a two thirds affirmative vote of the members present. This can only be done in the presence of a two thirds board. Notice of any special Board meeting in which emergency legislation is to be voted on, requires personal notification by the League Secretary (24) hours prior to the meeting.

## SECTION 6. MEETINGS

All meetings shall be conducted under Roberts Rules of Order and the following agenda;

1. Call to Order
2. Roll Call
3. Treasurer's Report
4. Old Business
5. New Business
6. Public Comments/Concerns
7. Adjourn
8. If Necessary, Closed Session

Other reports may be added as deemed necessary by the Board.

Regularly scheduled monthly meetings will meet once a month, unless more meetings are deemed necessary by the Board. The subsequent meeting date, time and location will be announced prior to the conclusion of each meeting. An attempt will be made for the third Monday of every month. It is strongly recommended that standing committees meet at least once per month during the season. An annual public meeting of the Board will be held each September on a date to be designated by the



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**President. At least ten days notice will be provided through a local newspaper announcement. The residents of the League's participation boundaries will be given the opportunity to provide questions, comments or oral presentations.**

### SECTION 7. QUORUM

**One half plus one member of the current sitting Board members shall constitute a quorum.**

### SECTION 8. AUDIT

**The President shall appoint an audit committee at the August meeting to audit the "books" for a financial report due at the September meeting.**

### SECTION 9. FISCAL REPORTING REQUIREMENTS

**All Board members responsible for handling money shall be required to make a written report at every Board meeting listing the amount of money received and spent.**