

St. Anthony Booster Softball Association Bylaws

ARTICLE I – THE ORGANIZATION

Section 1.1 The name of the organization is St. Anthony Booster Softball Association (herein called “SABSA”).

ARTICLE II – PURPOSE

Section 2.1 The purpose of the St. Anthony Booster Softball Association (SABSA) is to provide the youth who live or attend school within the boundaries of the St. Anthony-New Brighton School District a recreational and competitive environment of organized sports in which they can learn and develop the fundamental skills of softball and where they can develop self-discipline, responsibility, good sportsmanship and leadership.

ARTICLE III – PROCEDURE AND GOVERNMENT

Section 3.1 The government of this organization shall be vested in the SABSA Board of Directors (herein also called the “Board”) and in these Bylaws.

Section 3.2 The Association’s principal office shall be located at such a place within the City of St. Anthony Village as the Board of Directors shall determine. The Association’s principal place of business is the Association’s website.

Section 3.3 The rules contained in the current edition of “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 these Bylaws and any special rules of order the association may adopt.

Section 3.4 The St. Anthony Booster Softball Association Board of Directors shall be comprised of a minimum of three, and a maximum of seven Core Board Members, two Liaison Members, and an unlimited number of Coordinator-Board Members:

- Core Board Members:
 - President
 - Vice-President
 - Secretary
 - Treasurer
 - Up to three Directors At Large
- Liaison Board Members:
 - St. Anthony Village High School Softball Liaison & Director of Evaluations/Tryouts
 - Huskies Diamond Club Liaison
- Coordinator-Board Members
 - Coordinators who have met the attendance requirement to become Voting Coordinator-Board Members

Section 3.5 The Board may remove any Core or Coordinator-Board Member by a two-thirds (2/3) vote of all Board members present at a special meeting called for the purpose of considering the removal.

ARTICLE IV – ASSOCIATION MEMBERSHIP

Section 4.1 Upon registration of a Player and payment of the listed fees, the Player becomes an eligible “Participant” in the Association, and the parents or guardians listed on the Participant’s form become “Association Members” and will remain Association Members until the next registration period closes, so long as the Participant and listed parents or guardians remain in good standing with the Association.

Section 4.2 The Board, having determined that any Participant or Association Member has acted in any way detrimental to the Association, may terminate the Participant’s eligibility or the Association Member’s rights, respectively, for the remainder of the season in progress via a two thirds (2/3) vote of the Board of Directors present at a special meeting called for the purpose of considering the termination. The Participant or Association Member shall have the right to a hearing before the Board. The Association Member shall be notified of termination by the Association President via telephone, mail or electronic mail.

Section 4.3 Participants or Association Members may be reinstated by submitting a written request for reinstatement to the President. A two-thirds (2/3) vote of all voting Directors is required for reinstatement. In the event the Participant or Association Member in question does not attend the meeting at which reinstatement is determined, notification of the Board’s decision shall be delivered to the Association Member by First Class or electronic mail.

ARTICLE V – BOARD OF DIRECTORS

Section 5.1 The Board shall be the governing body of the Association and shall further designate such subordinate positions and committees for such duties and responsibilities as it deems necessary to fulfill the goals of the Association. The Board of Directors is charged with the responsibility of operating the St. Anthony Booster Softball Association softball programs in keeping with the purpose for which the Association was established.

Section 5.2 The Core Members of the Board are elected by the Members of the Association. Liaison Members are appointed by their respective organizations. Coordinator-Board Members earn their status via Coordinator performance and Board Meeting attendance.

Section 5.3 Candidates for the elected positions on the Board of Directors shall be nominated by a Member of the Association and elected at a fall meeting of the Board. Each Participant is entitled to one vote per Board Opening, to be cast by one of the Participant’s Members. Nominations for new Board Members will be accepted at a regularly scheduled fall board meeting. The meeting will be posted on the website. Elections will be held at the subsequent meeting. If no nominations exist, new Board Members may be voted in by a nomination and vote of the Board Members present. Board Members will be elected to serve a one-year term. Terms end after the fall meeting at which elections are held. There will be no term limits.

Section 5.4 Core Member positions on the Board of Directors have voting rights. The Huskies Diamond Club Liaison position is a non-voting position. Coordinator-Board Members and the SAVHS Softball Liaison achieve voting rights after attending four regularly-scheduled Board Meetings in a 12-month period, and retain their voting rights until termination of their Coordinator/Liaison responsibilities.

Section 5.5 A vacancy occurring among the Core Members of the Board may be filled on an Interim Basis by a vote of the Board of Directors at any Board Meeting. Interim Core Board Member terms end with the next election.

Section 5.6 Board Members may serve in varying and multiple Coordinator positions. However, each Board Member only exercises one vote.

Section 5.7 Neither the Board of Directors nor any Coordinators shall receive any salary or compensation for their services.

Section 5.8 Volunteers may serve in Coordinator capacities and on committees as authorized by the Board. All Coordinator and committee appointments are subject to the approval of the Board of Directors. Two-thirds (2/3) of the voting Directors of the Board have the authority to terminate the tenure of any person on any committee or any volunteer Coordinator.

ARTICLE VI – DUTIES OF BOARD DIRECTORS

Section 6.1 The President shall chair all meetings of the Association. It is the President's responsibility to see that all Board Members perform their responsibilities and if needed, seek replacements for those unable to fulfill their responsibilities. The President will be responsible for presenting the budget, and submitting check requests and deposits to the St. Anthony Sports Boosters (SASB) Treasurer, enlisting any assistance as appropriate.

NOTE: The SASB Treasurer will have the charge and custody of and be responsible for all funds of the Association (SABSA). The SASB Treasurer will further submit a detailed financial statement for the preceding month at each regular meeting of the SASB Board of Directors; this financial statement must be approved by the SASB Board.

Section 6.2 The Vice-President shall, in the absence of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the Board of Directors shall prescribe.

Section 6.3 The St. Anthony Village High School Softball Liaison & Director of Evaluations/Tryouts position is held by the St. Anthony Village High School Varsity Softball Coach or their designee, and will advise and consult to the Board of Directors on the mission, goals, and objectives of the SAVHS Softball Program, and how the High School Program and SABSA can work together to enhance Girls' Softball in St. Anthony. The SAVHS Softball Liaison also serves as the Director of Evaluations/Tryouts for SABSA, and as such, shall coordinate, manage, and ensure the impartiality and confidentiality of SABSA Evaluations &

Tryouts.

Section 6.4 The Secretary shall record all minutes of meetings and maintain a file of all correspondence, forms and documents pertinent to the activities of the Association. The Secretary shall perform other such duties as the Board of Directors shall prescribe.

Section 6.5 The Treasurer shall develop the annual budget, keep records of actual expenses against the budget, and work with the President to prepare fiscal reports and submit documents for presentation to the SABSA Board and the SASB Treasurer.

Section 6.6 The Huskies Diamond Club Liaison will advise and consult to the Board of Directors on the mission, goals, objectives, and efforts of the Huskies Diamond Club, in order to best coordinate the activities of the organizations, where appropriate, for the overall betterment of Softball in St. Anthony.

Board Members or non-voting volunteers may serve in the following capacities:

Section 6.7 The Coordinator of Player & Coach Development shall work with the Introductory, 8U, and Fastpitch Programs. This Coordinator shall assist in the selection of Coaches to improve Player and Coach development. They may observe and evaluate practice sessions as appropriate and offer guidance where necessary, coordinate Player and Coaching Clinic opportunities, and assist in Evaluations & Tryouts. They may review and recommend teams for proper placement at the appropriate league levels.

Section 6.8 The League Coordinator oversees the SABSA Fastpitch offerings. Typically, Fastpitch is offered at the 10U, 12U, and 14U levels.

Section 6.9 The 8U Softball Coordinator shall manage the 8U Softball offerings of the Association. 8U Softball may be offered for those Players who have surpassed the Introductory Softball level, but have not yet attained the level of Fastpitch Softball.

Section 6.10 The Introductory Softball Coordinator shall manage the Introductory Softball offerings of the Association. Introductory Softball shall be offered for those Players who have not yet attained the level of 8U Softball.

Section 6.11 The Fields Coordinator will maintain the field schedules for the Association and coordinate with the Schools, City, and other Sports to ensure optimal field use and conditions for the Association. They will communicate with Coaches regarding field availability, cancellations, and rescheduling of games.

Section 6.12 The Umpires Coordinator will secure Umpires for home games for the Association. They will communicate with Coaches and Umpires regarding cancellations and rescheduling of games, and will submit information and invoices for payment of Umpires.

Section 6.13 The Equipment Coordinator shall manage equipment procurement and inventory,

coordinating issuing, loaning, and recovering equipment. The Equipment Coordinator shall also prepare an equipment replenishment schedule and recommend equipment replacement and disposals.

Section 6.14 The Uniforms Coordinator shall recommend Uniform policy to the Board, maintain a current list of Players & Uniform Numbers, and negotiate purchases/purchase arrangements with vendors.

Section 6.15 The Website Coordinator shall maintain the SABSA website, posting and removing documents and uploads as directed by the Board.

Section 6.16 The Fundraising Coordinator shall pursue and organize fundraising opportunities for the Association.

Section 6.17 The President, and any other Board Member, in order to fill a vacancy to term end, may serve dual functions by performing the duties of the non-voting Coordinator positions.

ARTICLE VII – MEETINGS

Section 7.1 The Board of Directors shall meet a minimum of eight times a year including the Annual Board Meeting. At least two meetings shall occur in the fall (Sep-Nov) to make preparations for the upcoming softball season and hold nominations and elections. At least two meetings shall occur in the winter (Dec-Feb) to prepare for registration and the evaluation/tryout process. At least four meetings shall occur during the summer softball season (Mar-July). Additional meetings may be held as needed. A quorum shall consist of at least one-half (1/2) of the Core Board Members.

Section 7.2 Meeting dates and times shall be determined by the Board of Directors. Notice of the meetings will be posted on the Association's website.

Section 7.3 Order of Business at meetings shall consist of:

- a) Approval of minutes from prior meeting
- b) Reports of Board Members & Coordinators
- c) Reports of Committees
- d) Unfinished Business
- e) New Business
- f) Adjourn

Section 7.4 The President, or at least three (3) voting Board Members may request a special or emergency meeting of the Board. Notice of time, place and purpose shall be given to all Board Members and all attendees of the previous meeting, at least two (2) hours prior to the meeting.

Section 7.5 In extreme cases, single-issue "virtual meetings" may be held online, with the same notification requirement as a special or emergency meeting.

Section 7.6 Minutes must be taken and published on a timely basis for all meetings.

Section 7.7 Conflict of Interest: SABSA Board Members are expected to make decisions that are considered in the best interest of SABSA Softball. Any Member of the Board -- who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or appears as if it could prevent that Member from acting on the matter in an impartial manner -- shall be excused from the meeting during discussion and voting on said item.

ARTICLE VIII – NOT FOR PROFIT

Section 8.1 The St. Anthony Booster Softball Association is not for profit. Under no circumstances shall any part of the funds or assets of the Association be paid as salary or any compensation to any Board Member. However, any Board Member from time to time may be reimbursed for his or her actual and reasonable expenses incurred in connection with the administration of the affairs of the Association. Such reimbursement shall appear as a special note in the Minutes to be approved by the Board of Directors.

ARTICLE IX AFFILIATIONS

Section 9.1 To encourage and regulate play according to local, regional, state, and national level organizations' rules, SABSA will affiliate with leagues and organizations, including but not limited to:

- a) Big West League of MN and/or Tri-County Fastpitch League
- b) Minnesota Softball (USA Softball Minnesota)
- c) NAFA – North American Fastpitch Association and/or USA Softball

ARTICLE X– SOFTBALL RULES AND REGULATIONS

Section 10.1 The Board could not hope to publish written rules governing all situations that will arise during the playing season. Should situations arise that are not covered under written rules, the Board of Directors shall rule on the situation(s) as necessary.

6

ARTICLE XI–COACHES AND ASSISTANTS

Section 11.1 Coaches, Assistant Coaches and parent volunteers assigned to a team are subject to background checks. If more than one volunteer has expressed interest in being the Head Coach for a specific age group, there will be an interview by the Board or a committee appointed for this purpose. New coaches may be required to complete training in the basic fundamentals and philosophies as set forth by the Board. Coaches will also be required to sign the SASB Code of Ethics and Sportsmanship. Failure to abide by this code can result in removal as a Coach. Interested parties may be recommended by Board Members or league coordinators or may submit a request in writing to the Board. Coaches must be approved by a two-thirds (2/3) majority of the voting Board Members. Head Coaches must be at least 18 years of age. However, High School softball players may be appointed as Assistant Coaches regardless of age, upon receiving Board approval.

Section 11.2 Coaches will be responsible for submitting their official roster to the appropriate league/tournament directors.

Section 11.3 Coaches must have records of each game kept in permanent-bound type official scorebook(s). The scorebooks must be kept on file for the whole season.

Section 11.4 It is mandatory for the Head Coach of each team to attend a meeting presented by the SABSA Association to discuss the rules and policies of SABSA and the designated league(s).

Section 11.5 Head Coaches will be responsible for all the SABSA softball equipment issued to their team. The equipment will be issued prior to the beginning of practice, and shall be turned in no later than 2 weeks following the last game of the season (or post-season).

Section 11.6 It is the responsibility of the Coach to submit the official team roster by the date requested by the softball league. Coaches or parents must be able to provide birth certificates for games if they have not already been uploaded and approved on the league or tournament website.

Section 11.7 Coaches are subject to Coach regulations in the SASB Bylaws, SASB Commissioner Policy, SASB Coaches' Guidelines, and SABSA Coaching documents.

ARTICLE XII– CONDUCT

Section 12.1 All Head Coaches will be responsible for the conduct of their team, Assistant Coaches, their players, and their players' parents and fans. Leagues hold Coaches responsible for preventing parents and other adults of his/her group from umpire baiting or harassing the members of the opposing teams. Coaches who do not attempt to secure order may be reported to the Board of Directors for necessary action. Coaches who do not attempt to carry out the rules, policies and intentions are subject to consequences, which may include forfeiture of game(s), suspension, dismissal from the team, and/or removal from the Association.

Section 12.2 No fan shall verbally confront or argue with an official, coach, player or other spectators; before, during or after a game. If this occurs, it is the Coach's responsibility to ask such fan to desist or leave the facility.

Section 12.3 If the Board is notified by an Umpire or a League Official that a Coach (Head or Assistant) or Player has been ejected from a game (regular or post season) a Board Review is required to determine whether further disciplinary action is deemed necessary.

ARTICLE XIII– POLICIES

Section 13.1 Once the registration period for the upcoming season has closed, no refund will be given unless approved by the SABSA Board for special circumstances.

ARTICLE XIV– PLAYER ELIGIBILITY

Section 14.1 Players must be properly registered, fees paid and in good standing with SABSA to be eligible for evaluations/tryouts and to be placed on a roster.

Section 14.2 Girls softball generally uses the following “normal age groups” as defined by Minnesota Softball.

Section 14.3 SABSA Players will usually be placed on a team in their “normal age group” (as above). Per Minnesota Softball, players may not “Play down” to a lower age level. In specific situations, players may “Play up” with Evaluations Committee recommendation and Board Approval (majority vote). The Board may request players to “Play up” to manage team sizes.

ARTICLE XV– LEVELS OF PLAY DEFINED

Section 15.1 SABSA offers levels of play at 14U and younger.

Section 15.2 Play will be governed by applicable League and Tournament rules.

ARTICLE XVI – TRYOUT REQUIREMENTS AND PROCEDURES

Section 16.1 SABSA Evaluations/Tryouts shall be conducted to evaluate players’ overall ability in fielding, hitting, throwing, and other skills. Tryouts are required if the number of players at any level of League softball exceeds the number necessary to provide one team at that specific level. In addition, evaluations/tryouts will assist in determining talent level, assist in the choice of level of play with the leagues (A, B, C or recreational league), assist with player distribution among teams fielded, and in the worst case scenario -- where roster sizes cannot be managed to accommodate all players wishing to participate -- player cuts. If the numbers of players registered at a specific level will yield one team of an appropriate size, the Director responsible for conducting tryouts may determine no tryout/evaluation session will be scheduled.

Section 16.2 To be eligible for placement on a team, all players registering for SABSA League levels holding tryouts/evaluations must participate in the process. Exceptions: Players who cannot participate in the tryout process for any reason may be placed on a team at the discretion of the Evaluations Committee, subject to Board approval. For this situation, the Evaluations Committee will give primary consideration to the Coach’s Evaluation of Players from the end of the prior year.

Section 16.3 Exact procedures for evaluations shall be applied to all participants equally and shall be established by the Director responsible for conducting these tryouts with the following guidelines:

- a) Evaluation procedures shall be established prior to the start of evaluations/tryouts.
- b) Evaluators shall remain neutral and unbiased in their evaluations and apply identical criteria to all participants.
- c) Evaluations/tryouts will be conducted by the St. Anthony High School Softball Coaching staff, or similarly qualified team approved by the Board.
- d) Evaluators shall apply a numeric scoring system designed to rank candidates based on total assigned score. Upon completion of the tryout skills evaluations, all evaluators’ scores shall be used to rank all candidates in descending order based on

- total assigned tryout score, the highest being ranked 1st.
- e) SABSA Coaches shall not participate in the evaluation/tryout process for the age group they will coach. SABSA coaches may observe evaluations in order to help with team formation.
 - f) Tryout scores become the property of the St. Anthony Booster Softball Evaluations Committee and shall be kept private and in confidence. Players' tryout performance scores will not be made available to parents.
 - g) Evaluations may be held at any level to assess Participant skills.
 - h) Tryouts shall be held at any level where the number of Participants exceeds the permitted roster size for one (1) team.
 - i) Tryouts may be waived if enrollment at a particular level is less than or equal to the number of players needed to form a team.

Section 16.4 Every effort should be made to place every player on a team. However, SABSA recognizes that in order to provide the best possible playing experience for all players, team roster size cannot be unlimited. Roster sizes for League Fastpitch are complete at twelve (12), and must not exceed thirteen (13) at the 10U, 12U, and 14U levels, except by Board authorization with Coach consultation.

Section 16.5 Team rosters and Coach selections shall be compiled for Board ratification by the SABSA Evaluations Committee. The Evaluations Committee shall be comprised of at least 3 members, and will include, but not be limited to, the director of Evaluations/Tryouts, and two SABSA volunteers, preferably including the President, and/or Vice President, and/or Director of Player and Coach Development, excepting that no prospective current Fastpitch Head Coach candidate may serve on the Evaluations Committee.

ARTICLE XVII – ADDITIONAL PROVISIONS – non-amendable

Section 17.1 Any portion of this document which violates any provisions of the laws of the State of Minnesota, or of the United States, or any rules, regulations, or by-laws of the Minnesota State High School League or SASB, either now or hereafter will be null and void without force or effect.

Section 17.2 The Board or any Member of the Board of Directors individually or collectively shall not have the authority to create any indebtedness whatsoever, except upon approval of the St. Anthony Sports Boosters Board of Directors.

ARTICLE XVIII– AMENDMENTS

Section 18.1 The power to amend these By-laws is hereby delegated to the Board of Directors. The Board of Directors may adopt new Bylaws at any regular meeting or at any special meeting called for that purpose by a vote of two-thirds (2/3) of the Board of Directors of the Association.

Adopted March 10, 2025

