



B A S E B A L L A S S O C I A T I O N

BY-LAWS

ARTICLE I PLAYER ELIGIBILITY:

1. Each player is required to show proof of age. Satisfactory proof may be the original certified copy of Photostat of birth certificate when obtainable; if not, copies of school, or church records properly executed.
2. A copy of the tryout sheets, draft results, and final team rosters shall be submitted to the commissioner the second (2) week of April without delay.
3. A Player may not play in two (2) baseball organizations at any one time without prior approval of the Board of Directors of the Association.

ARTICLE II DIVISION:

1. A league may be organized by the Board of Directors whenever it considers there are enough players to do so. The executive Officers and two (2) Board members shall be appointed by the Board to serve the first season. These officers and managers may be drafted from the managers and coaches of existing leagues, whenever possible.
2. The existing number of team or the age grouping of players in the various leagues may be altered by the Board whenever it is in the best interest of the Association.
3. A league shall incur no financial obligation chargeable to the Association unless specifically authorized by the Board, and either provided for in the leagues; budget, or cleared through the Treasurer as to availability of funds. No other liability incurred shall be binding upon the Association.
4. The Association will assume responsibility for only such sponsor's money as goes to the Treasury of the Association.
5. Limit of Authority- No action shall be taken by a division which may be deemed to express an attitude or action of the Association, but resolutions or recommendations may be addressed to the Board of Directors for consideration or approval, and adoption.
6. Each division has freedom in carrying out its work and stimulation of the interest of its members.

7. The authority for administration of the affairs of each league is vested, within the spirit of the Constitution, in its executive officers.
8. Meetings of the leagues' executive officers shall be held at the call of the Director, or a simple majority of the other officers. A simple majority of the executive officers shall constitute a quorum. These meetings may be also called by the Commissioner. All executive officers and Directors shall be notified of all meetings in advance.
9. A general meeting may be called by any three managers, but all must be notified.
10. A code of conduct must be sign by all participating coaches and parents.
11. No later than 60 days prior to their opening games, each league shall submit a copy of their regulations to the Associations Board of Directors for approval. If the Board of Directors of the Association finds such regulations not in accordance with the Associations' Constitution, By-Laws and Regulations. The Commissioner shall so notify the division involved within thirty (30) days of any variance, discrepancy or league rule deemed detrimental to the Associations regulations and purposes. The league shall then amend its regulations accordingly, at its next regularly scheduled meeting, and notify the Association of such compliance. Exception, if for any reason the division votes non-compliance, it shall request a review within seventy two (72) hours of the division's meeting by written notice to the Association. The Association shall review such appeal and render a decision within seventy- two (72) hours.
12. Division ground rules may be changed, providing such change is submitted to the Association for prior ratification. Division ground rule changes will not take effect until the following season.

ARTICLE III DUTIES OF DIVISION OFFICERS:

1. The Director shall be the Executive Officer of the Division: he shall preside at all meetings; be an ex-official member of all committees, and perform such other duties as normally devolve upon the office. The Director may be dismissed from his duties, if he has two unexcused absences for two consecutive meetings.
2. The Vice- Director shall perform the duties of the Director in the absence or disability of the latter, and perform such duties as normally devolve upon that office.
3. The office of Secretary- Treasurer may be combined as one or may be two separate offices.
 - a. As Secretary, he/she shall keep the records of the league, including the minutes of all meetings. Conduct the correspondence of the league; keep a true list of managers, coaches, and such other officers as required; and perform such other duties as normally devolve upon that office.
 - b. As Treasurer, he/she shall be the financial officer of the league, receive all monies, and make all the disbursements under the control of the Board of Directors; keep accurate financial records and file a financial report upon request, to the Board of Directors. He/She shall file a final report at the

close of the season, and perform other duties as normally devolve upon that office. Action will be taken for any misconduct or misappropriation of funds to fullest extent of the law.

4. The Equipment Agent of each league will be the liaison to the Association Purchasing Agent and will be responsible for the equipment of that division.

ARTICLE IV MANAGERS RESPONSIBILITIES

1. The Manager shall participate in the FULL program, and abide by the policies of the Association aims and programs; what is expected of them; what they receive in return; the nature of the insurance in force, and that certain injuries require the presence and consent for treatment.
 - a. All Managers must sign a code of conduct prior to the first game. Their behavior and conduct will be guided by their signature on this document throughout the season.
2. The Manager must make certain a player is eligible; pays his fee on time; presents proof of age; submits a properly executed contract; has a schedule of games; is notified of all practices and other activities.
3. The Manager is responsible for each game's lineup, see that safety equipment is used, and ALL game rules are followed.
4. The Manager, or a coach he designates, is responsible to know all about the insurance policy and forms; nearest treatment facilities; where to find parents; to take an injured player to these facilities for treatment; see that the proper forms are filled out; submitted and that the player is properly released. He shall also see that the insurance company pays its obligation, and that the Commissioner gets the release papers on the player.
5. The Manager shall use good judgment in carrying out the following responsibilities to his sponsor.
 - a. See that he has a baseball schedule for the entire season.
 - b. See that the sponsor is well informed in advance of Sponsor's night (if scheduled)
 - c. See that the sponsor's name is spelled correctly, and that the complete and correct wording be used on their plaque.
 - d. To be tactful and considerate of the sponsor's desires in all matters pertaining to the team.
 - e. To be as helpful as possible to improve public relations between the Association and the sponsor.

ARTICLE V SUSPENSIONS:

1. The Board of Directors can suspend or disband any league on sixty (60) days notice during the playing season or at any time during the non- playing season; or, for cause may remove from office at any time any member of the executive officers of the league.
2. The Commissioner, individually, as well as any director or league executive officer, may temporarily exercise the Board's power of suspension against an individual, for just cause, subject to a hearing before the Board, which shall be called within three (3) days after such incident; provided the two individuals are not involved in the same baseball game at the time.
3. The Director of each division shall have the authority to suspend any manager, coach, or player for sufficient cause; such as unsportsmanlike conduct, proselytizing, profane language, whether on the field or as a spectator. Liquor on the breath, and other causes adopted by the league shall also be cause for suspension, subject to the approval of the Board of Directors.
4. Any individual who has been a recorded violator under Section 290 of the Penal Code is barred from the participation and activities of the Association. It shall be the responsibility of the Association to present to the Montebello Police Department the names of all Association and Division officers, managers, and coaches for the purpose of a records check, in accordance with the provisions of this section. All Association and Division officers will be required to be fingerprinted prior to the season beginning.

ARTICLE VI ACCOUNTS:

Under any conditions a league may not hold any type bank account, savings or checking accounts. All finances are to be turned over to the Association Treasurer. All Leagues will function as one unit in regards to any type of fundraising activities, unless approved by the Board.

ARTICLE VII AMENDMENTS:

1. These By-Laws may be amended only by the majority of a quorum of the Board of Directors at the meeting following the previous meeting of the Board at which time the proposed amendments were first prepared and presented.

MONTEBELLO BASEBALL ASSOCIATION

Code of Conduct

The sole purpose of Montebello Baseball Association is to teach, develop and inspire our youth to practice ideals of character, citizenship and community; bringing our youth together through the means of a common interest in sportsmanship, fair play and fellowship; to impart to the game elements of safety, technique and fundamentals, always keeping the welfare of our players first, foremost and entirely free of the adult drive for glory.

In order to keep the program free of the adult drive for glory and other adult conduct which is detrimental to the ideals of youth sports, parents and guardians of baseball players as well as all adults connected with or who participate in the Montebello Baseball Association, must adhere to the following standards of conduct:

1. Do not physically or verbally abuse anyone in the program.
2. No physical altercation will be tolerated. Fighting in public is a misdemeanor.
3. No smoking (on the field) during practice or at game time.
4. Show respect for all parents/guardian, opponents, officials and coaches at all times. Do not argue with or criticize the baseball players, coaches, board members or officials during practice or at game time, or any City sponsored event by word of mouth or gesture. Reserve constructive criticism for private meetings with the person who is the object of the constructive criticism. Do not argue with or criticize the game officials, the opposing team, the opposing coaches or fans, by word of mouth or gesture.
5. Maintain at ALL times a high level of safety awareness.
6. Do not use abusive, profane, vulgar or other offensive language and gestures.
7. No consumption or use of alcoholic beverages is allowed during practice or at game time. Drinking in public is a misdemeanor.
8. Do not incite unsportsmanlike conduct.
9. Do not seek to undermine the authority of the coaching staff or Montebello Baseball Association officials through word of mouth or deed.
10. Do accept decisions of coaches as being fair and made to the best of the coach's ability given their **volunteer** status.
11. Do set an example by your personal conduct at all times.
12. Do remember that winning at all costs is not a message we wish to impart to our youth. Instead, we want them to have fun, play safe and to encourage sportsmanship.

The violation of any portion of these rules relating to the MBA Code of Conduct will subject the violating individual(s) to any one of the following penalties:

PENALTIES

1. Disqualification from coaching or taking part in any of the administrative duties of Montebello Baseball Association. The disqualification can be for a game, multiple games, a season or seasons, post-season, or permanent ineligibility.
2. The participating player who is related to the adult in violation of these MBA Code of Conduct rules may be suspended from the team for any number of game or games; may be placed on probation; or may be disqualified from further participation in Montebello Baseball Association activities.

HEARINGS

If a complaint is registered with Montebello Baseball Association regarding an alleged violation of the MBA Code of Conduct rules, it will be investigated initially by the Montebello Baseball Association Commissioner. If the Commissioner, in his or her sole discretion, determines that there is some minimum amount of evidence that the rules of the MBA Code of Conduct have been violated, the offending individual(s) will receive written notice of the alleged violation and will be invited to attend a regular or specially called meeting of the Montebello Baseball Association Board of Directors upon not less than 48 hours. At the meeting, the allegation against the offending individual(s) will be presented and the offending individual(s) will thereafter have the opportunity to present evidence to the contrary or to refute the allegations. No hearing shall be conducted for a period of time in excess of one (1) hour. At the conclusion of the hearing, all individuals with the exception of the MBA Board of Directors will be excused from the facility. Thereafter, the MBA Board of Directors will consider the matter in an Executive Session and will render a written decision within ten (10) days. The written decision of the MBA Board of Directors will be final. The written decision will specify the disciplinary action, if any, and the date upon which any disqualification, suspension, probation or disbarment will take place, as well as the terminating date of the penalty.

In the event any rules, code of conduct are violated, the MBA Board of Directors has the right to take the necessary actions along with the assistance of the local public safety agency to correct the violation(s). In addition, these rules apply to any guest in attendance with any parent, guardian or other individual(s) associated with MBA.

CONSTITUTION OF THE MONTEBELLO BASEBALL ASSOCIATION

ARTICLE I NAME:

The name of this organization shall be the Montebello Baseball Association. The Association is a non-profit corporation incorporated as such under the laws of the State of California. The address of this corporation shall be the current Commissioner's residence or the United States Post Office.

ARTICLE II OBJECTIVES:

The objectives of the Montebello Baseball Association are to foster, develop, promote and regulate AMATEUR baseball for the players living in the City of Montebello and is specified by the Association. In accordance with the spirit of true Sportsmanship; to organize and maintain such teams and leagues as may from time to time be needed for the recreation and welfare of the players in the area; to develop in individuals and in teams a sense of the importance of practicing good physical, mental and moral health habits and good sportsmanship; and, to promote and supervise annual AMATEUR baseball championships in each league or age group.

ARTICLE III OFFICERS OF ASSOCIATION:

The Officers of this Association shall consist of a Commissioner of Baseball. Who was Vice Commissioner the prior year and will take office August 1st and a Board of Directors consisting of two (2) Directors from each league having membership in Association. The Vice Commissioner must have been a Director and a member of the Association for at least one year prior to his election. Each league shall name two (2) Directors for a one (1) year term, and may establish the method by which its Directors are chosen.

The Commissioner shall act as chairman of the Board of Directors and as official spokesman for the Association, representing the Board and Association in all capacities, unless otherwise specified by the Board and Association. He shall have a voice in all business and procedures of the Board and Association, but shall not have a vote except in case of a tie on the Board when he may cast the deciding vote. The Commissioner shall select, subject to approval by the Board of Directors; a Secretary, Treasurer, and a Director of Draft's for the Association. The Vice Commissioner, Secretary, Treasurer, and Draft Director shall not have a vote in Board proceedings, unless he/she also represents their own league as a member of the Board of Directors.

The Vice Commissioner shall preside in any absence of the Commissioner, and shall then have the same rights and privileges as the Commissioner.

The Association Treasurer shall be the Chairman of the Finance Committee. The Finance Committee shall consist of all the league Treasurers. The Treasurer must provide a financial report on the first of each month. No bills are to be paid and no checks written until approved by the Board of Directors. Treasurers books are to be audited twice during the year. (Approx. May & Dec.)

ARTICLE IV OFFICERS OF MEMBER LEAGUES:

Three officers and they shall include a Director, Vice Director and a Secretary- Treasurer. League officers shall be elected each year at an annual meeting of the league to be held the last calendar week of June.

ARTICLE V MEMBERSHIP OF ASSOCIATION:

Only registered managers, registered coaches and officers of the Association have Association voting rights.

ARTICLE VI DUTIES & AUTHORITY OF DIRECTORS:

It shall be the duty of a quorum of the Board of Directors to establish and maintain the policies of the Association. A quorum shall consist of a simple majority of the current membership of the Board. It shall be their duty to control and manage all property belonging to the Association. They shall supervise the finances of the Association, but may delegate to their Finance Committee the right to audit all bills before payment. The Commissioner, Vice Commissioner, and Association Treasurer are authorized to sign all checks. Two (2) signatures are required on all checks.

The Finance Committee shall obtain a Fidelity Bond covering the officers and purchasing agents of the Association and Leagues.

The Director of Drafts will preside over all league draft's. Each League's Director shall meet with draft director to prepare all necessary item's two (2) weeks prior to scheduled date of draft.

The Board shall have the right to reject any application for membership in the Association. They shall have the authority to suspend, and after a hearing by the Board, to expel any manager or coach for cause.

The Board shall enact any by-laws deemed necessary to carry out the provisions and the spirit of this Constitution. They shall keep a record of their official acts and shall make a report thereof in writing to the membership of the Association at each annual meeting.

ARTICLE VII MEETINGS OF BOARD & ASSOCIATION:

Annual meeting to elect the Vice Commissioner is to be held the first calendar week of June.

It shall be the responsibility of the Commissioner to notify the Director and/or Secretary of each league at least two (2) weeks in advance of this meeting, date, and place. The Director and/or secretary shall designate an individual to submit news notices of the Annual Meeting to local newspapers at least two (2) weeks before the meeting.

The Board of Directors are to meet each month to discuss business and to approve payment of bills. This meeting is to be held the first Tuesday of the first full week of each month. A meeting must be called at the request of any three members of the Board.

ARTICLE VIII AMENDMENTS TO CONSTITUTION:

Amendments to this Constitution shall be enacted only at a regularly scheduled Annual Meeting. A rough draft of any proposed amendment must be submitted to the Commissioner or Vice Commissioner on or before May 1st to be considered at the next Annual Meeting. The Commissioner and Vice Commissioner shall forthwith refer the proposed amendment to the appropriate Committee or the Board. He shall then call a meeting of the Board, in advance of the Annual Meeting of the Association to receive the Committee's recommendation and to formulate the Board's recommendation to the membership. An Amendment shall not be adopted except by a two-thirds vote of the Association members present at the meeting.



BASEBALL ASSOCIATION

FROZEN & PLAYER ROSTER

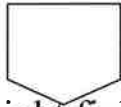
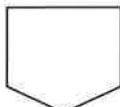
Freezes: T-Ball: Unlimited, Shetland & Pinto: 4, Mustang: 5, Bronco: 6, Pony: 8

DIVISION:		TEAM:				
MANAGER:	PHONE:	EMAIL:				
ASST. COACH:	PHONE:	EMAIL:				
ASST. COACH:	PHONE:	EMAIL:				
ASST. COACH:	PHONE:	EMAIL:				
TEAM PARENT:	PHONE:	EMAIL:				
Name	DOB	Age on 5/1/19	PARENT NAME	PHONE#	PD.	NOTES MBA CONTRACT
1.						
2.						
3.						
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11.						
12.						



BASEBALL ASSOCIATION

FIELD SET UP

- STEP 1: Drag and rake field if necessary
- STEP 2: Set all bases at proper distance ~Shetland 50', Pinto 60', Mustang 65', Bronco 70', Pony 80'
- STEP 3: String Line at tip of home plate 
With a nail (will be provided)) to the right field passing 1st base. Line it on the right side of the base.
- STEP 4: Begin chalking along inside of the line (2nd base side)
- STEP 5: Align string from tip of home plate 
to the left field passing 3rd base.
- STEP 6: Begin chalking inside of string line (2nd base side)
- STEP 7: Batters box (3' X 6') begins 3' in front of home plate and extends back 6'. The width is 3'.
- STEP 8: Continue with the on deck circle 5' by each dugout and coaches box (4' X 8') Starting at back of base then 8' toward home plate 4' away from the base line.

For Local League Use Only

Activities/Reporting

**A Safety Awareness Program's
Incident/Injury Tracking Report**

League Name: _____ League ID: ____ - ____ - ____ Incident Date: _____

Field Name/Location: _____ Incident Time: _____

Injured Person's Name: _____ Date of Birth: _____

Address: _____ Age: _____ Sex: Male Female

City: _____ State _____ ZIP: _____ Home Phone: () _____

Parent's Name (If Player): _____ Work Phone: () _____

Parents' Address (If Different): _____ City _____

Incident occurred while participating in:

- A.) Baseball Softball Challenger TAD
- B.) Challenger T-Ball Minor Major Intermediate (50/70)
- Junior Senior Big League
- C.) Tryout Practice Game Tournament Special Event
- Travel to Travel from Other (Describe): _____

Position/Role of person(s) involved in incident:

- D.) Batter Baserunner Pitcher Catcher First Base Second
- Third Short Stop Left Field Center Field Right Field Dugout
- Umpire Coach/Manager Spectator Volunteer Other: _____

Type of injury: _____

Was first aid required? Yes No If yes, what: _____

Was professional medical treatment required? Yes No If yes, what: _____
(If yes, the player must present a non-restrictive medical release prior to to being allowed in a game or practice.)

Type of incident and location:

- A.) On Primary Playing Field B.) Adjacent to Playing Field D.) Off Ball Field
- Base Path: Running *or* Sliding Seating Area Travel:
- Hit by Ball: Pitched *or* Thrown *or* Batted Parking Area Car *or* Bike *or*
- Collision with: Player *or* Structure C.) Concession Area Walking
- Grounds Defect Volunteer Worker League Activity
- Other: _____ Customer/Bystander Other: _____

Please give a short description of incident: _____

Could this accident have been avoided? How: _____

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf.

Prepared By/Position: _____ Phone Number: (____) _____
Signature: _____ Date: _____