



Douglas Youth Baseball & Softball Association Constitution and Bylaws

Revision 2.1 February 4, 2014

The objective of the Douglas Youth Baseball and Softball Leagues shall be to:

- *Implant firmly in the children of the community the ideals of good sportsmanship, teamwork, pride, honesty, loyalty, courage, integrity and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.*
- *To develop skill and proficiency in Baseball and Softball and related activities.*
- *To stimulate community interest in sports.*
- *To have fun in a safe environment.*
- *To do all of these things with the welfare of the youngsters first and foremost, without ambition for personal glory.*
- *To retain the best coaches possible for the advancement of the objectives of DYBS.*



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1. Documentation Control

1.1. Change Log

Date	Name	Version	Change Summary
1/05/2009	Dan Sheehan	1.0	Original Document for 2009
02/10/2009	Tony Bulak	1.1	Inclusion of safety section
02/11/2009	Dan Sheehan	1.2	Edits & formatting
2/12/2009	Dan Sheehan	1.3	Addition of terms information to BOD
3/18/2009	Dan Sheehan	1.4	Addition of constitution language
8/6/2009	Dan Sheehan	1.5	Addition of board positions and clarification of board election process
12/10/2010	Dan Sheehan	1.6	Addition of CR60 and CR70 Divisions and addition of Parent Code of Conduct language in separate section
01/11/2010	Dan Sheehan	1.7	Changed section 14 regarding drafting in CR60 and CR70
03/04/11	Dan Sheehan	1.8	Acceptance of all applicable changes to this document
1/25/2014	Brandon Auger	2.1	General Update of Document

2. Name

This Local League shall be known as Douglas Youth Baseball and Softball, hereinafter referred to as “Local League”. The mailing address of said Local League shall be Post Office Box 596, Douglas, Massachusetts 01516.

3. Objective

The objective of Douglas Youth Baseball and Softball shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.

To achieve this objective, Douglas Youth Baseball and Softball will provide a supervised program under the Rules and Regulations of the national governing leagues. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance. In accordance with Section 501-(c)-(3) of the Federal Internal Revenue Code, Douglas Youth Baseball and Softball shall operate exclusively as a non-profit educational Local League providing a supervised program of competitive baseball and softball games. No part of the net earnings shall inure to the benefit of any private shareholder or individual; no substantial part of the activities of which is carrying on propaganda, or otherwise attempting to influence legislation, and which does not participate in or intervene in any political campaign on behalf of any candidate for public office.

4. Membership

4.1. Eligibility

Any person (**18 or over**) sincerely interested in active participation to effect the objective of the Local League may apply to become a member.

4.2. Classes

There shall be the following classes of Members:

4.2.1. Player Members

Any player candidate meeting the requirements of this document and who resides within the authorized boundaries of the Local League shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the Local League.

4.2.2. Residency Requirements

A player is eligible to play for Douglas Youth Baseball & Softball if he/she meets one of the following criteria:

- The player is a resident of Douglas.
- The player is a full time student at a Douglas Public School.
- The player was registered with Douglas Youth Baseball & Softball in a previous season, provided there is roster space and the residing town does not have a Cal Ripken program.

4.2.3. Regular Members

Any Parent (**18 or over**) who has a child registered within the last full season (Spring-Fall) actively interested in furthering the objectives of the DYBS may become a regular member upon attending 3 meetings in the last 12 months. The Secretary shall maintain the roll of membership to qualify voting members. Only regular members in good standing are eligible to vote at the annual meeting. To maintain membership in good standing you must attend three (3) meetings in the last 12 months. All Officers, Board Members, Committee Members, Managers, Coaches and other elected or appointed officials must be active Regular Members in good standing.

All officers and board members must be active regular members in good standing. Committee members, Managers, Coaches and other elected or appointed officials are encouraged to be active regular members in good standing.

As used hereinafter, the word “Member” shall mean a Regular Member unless otherwise stated.

4.2.4. Other Affiliations

Members, whether Regular or Player, shall not be required to be affiliated with another Local League or group to qualify as members of the Local League.

(b) Regular Members should not be actively engaged in the promotion and/or operation of any other baseball program.

4.3. Suspension or Termination

Membership may be terminated by resignation or action of the Board of Directors.

The Board of Directors, by a two-thirds vote of those present at any duly constituted meeting, shall have the authority to discipline or suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interests of the Local League. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges

The Board of Directors shall, in case of a Player Member, give notice to the manager of the team of which the player is a member. Said manager shall appear, in the capacity of an adviser, with the player before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's right to future participation.

5. Meetings

5.1. Regular Meeting

The regular meetings of the Members of the Local League shall be held during the calendar year with a minimum of (4) meetings per year. Regular Meetings are open to the public.

5.2. Annual Meeting

The annual meeting of the Members of the Local League shall be held the second 2nd week in October following the regular meeting for the purpose of electing the Board of Directors for the coming year for those positions on the board that are up for election. After the Board of Directors is elected, the Board of Directors shall assume the performance of its duties immediately. The Boards term of office shall continue until its successors are elected and qualified under this section.

5.3. Notice of Meeting

Notice of each meeting of the Members shall be publicized within the Douglas Youth Baseball and Softball Official Website (www.douglasyouthsports.com) and via Email to all League Members; or in lieu thereof, notice may be given in such form as may be authorized by the Members, from time to time, at a regularly convened meeting.

5.4. Special Meetings

Special meetings of the Members may be called by the Board of Directors or by the Secretary or President at their discretion. Upon the written request of three (3) Directors, the President shall call a special meeting to consider a specific subject. No business other than that specified in the notice of the meeting shall be transacted at any special meeting of the Members.

5.5. Quorum

The presence in person of one-third (1/3) of the members shall constitute as quorum.

5.6. Voting

Only Regular Members shall be entitled to vote at any Regular Meeting of the Local League.

5.7. General Business

- Voting Delegates: Only the Board of Directors or any Regular Member may vote. The President shall only vote as a tie breaker.
- All voting delegates must be notified by email two (2) weeks prior to a meeting involving any bylaw change, the introduction of any new bylaw, or a business issue that is contrary to the normal operating procedures of Douglas Youth Baseball & Softball.

- Voting Process: Any bylaw change or business issue to be voted on must be first be made into a “motion”, then seconded and then raised for discussion. The issue is then voted on after useful discussion. A quorum of eligible voting delegates is necessary to vote on Douglas Youth Baseball & Softball issues. A quorum is defined as more than half (½) the total number of voting delegates at the meeting. A two-thirds (2/3) majority of the quorum is necessary to pass any amendments(s).

5.8. Rules of Order

Roberts Rules of Order shall govern the proceedings of all meetings, except where same conflicts with the Constitution or By-Laws of the Local League.

6. Local League Governance

6.1. Board of Directors

The board of Directors shall meet monthly, or as otherwise scheduled by the League President, to conduct business and make decisions pertaining to the running of the league. A Quorum shall be one-half of the current Board Members of at least five (5) members.

6.2. Elections

Officers and Board members shall be elected by Regular Members. Such election shall be held annually no later than January of each year. Notice of election shall be given to members at least two (2) weeks in advance in one or more of the following forms: cable channel, Douglas Youth Baseball & Softball website or via Email to all members. Members shall include volunteers such as a registered coach, manager, board member or committee member who meet the requirements set forth for Regular Members. Board members shall be elected by a majority of Regular Members present at the election – no proxies.

Election Process: Nomination of candidates for the offices are made and seconded at the Annual Meeting. Nominations for any office must be made on the date of the election. The nomination must be made by an individual who is present and eligible to vote. A nomination which is made, but which is not seconded, shall be considered to not have been made. Any individual who is nominated for any office may remove his/her name from consideration prior to the close of nominations. Any nominee who is not present on the date the election is to be held, must have provided the current Board of Directors with a written or verbal indication of his/her willingness to serve as an officer prior to the date the election is held. Voting shall be done on a hand written ballot, unless running unopposed.

6.3. Term of Office

Term of office shall be two years, beginning January, or immediately following any special election call by the State Commissioner. Should a Board member not fulfill the full length of their term of office, the Board of Directors shall name a replacement that will fulfill the entirety of the remaining term.

6.3.1 Officers shall be elected to two (2) year terms on alternating odd/even years as follows:

ODD: Vice President, Secretary, Field Maintenance Manager, Equipment Manager, League Scheduler & Web Site Coordinator, Director Player/Coach Development

EVEN: President, Treasurer, Umpire in Chief, Fundraising Coordinator, Concession Manager

All Divisional Coordinators will be voted on annually

Officers are eligible for re-election and shall assume their office/duties following their election.

Removal from Office

Any Board Member missing 3 consecutive unexcused monthly meetings is subject to removal by vote of the Board. The League President shall have the authority to ask for resignation of any Board member for malfeasance or failure of duties. A 2/3 majority vote of duly elected or appointed members shall be required to remove that member from the Board.

6.4. Executive Session

Any Board member may at any time request that the Board Meeting be closed to the public while in session or prior to the beginning of the meeting to discuss sensitive matters in private. This Executive Session option is available as necessary to address certain issues at times during the year. Minutes will be taken and individual’s names will be kept confidential.

6.5. Voting

Only the elected Board of Directors can vote on matters at any meeting of the Board of Directors. Regular members in good standing are invited to vote pertaining to the election of the Board of Directors. No voting will be done by proxy, written or any other form.

6.6. Vacancies

If any vacancy occurs in the Board of Directors, by death resignation or otherwise, it may be filled by a two-thirds (2/3) vote of the remaining Directors at any regular meeting or any special meeting called for that purpose.

7. Board of Directors

7.1. Officers

The Board shall consist of the following officers and positions:

League President – duties shall be:

1. Preside at all league meetings.
2. Assume full responsibility for the operation of the local league.
3. Appoint all committees and supervise the activity thereof.
4. Be responsible for local league protests and disputes.
5. Maintain communication between local, state and national entities pertaining to specific leagues, i.e. Babe Ruth Baseball, Cal Ripken, Blackstone Valley League, Amateur Softball Association of America (ASA), etc.
6. President shall have authority to change or remove specific duties of officers of the Board.
7. Maintain an up-to-date record of all team rosters and member database.
8. Schedule and supervise annual league registration.
9. Ensure player eligibility as to age and residence.
10. Prepare list of all eligible candidates for annual tryout sessions.
11. Schedule and supervise annual tryout sessions and division drafts, maintaining equal membership and balance of strength among teams.
12. Prepare and submit team rosters (including managers and coaches) and league game.
13. Maintain a player pool list of candidates not selected at the player draft including any late sign-ups.
14. Distribute players from the player pool in an equitable manner, maintaining equal membership and balance of strength among teams in cooperation with division coordinators.
15. Maintain team rosters and submit all additions and deletions to Local State and National Headquarters as requested. (Additions must be submitted prior to allowing new players to play in games.)
16. Schedule and supervise the selection of the All-Star Teams. Prepare All-Star Tournament Credentials Book and submit to local commissioner prior to deadlines.
17. Collect and submit CORI information from each adult Coach, Assistant Coach, Board Member and volunteer, to state and national CORI office. Ensure that all adults in contact with children have *completed* CORI process.

Vice President – duties shall be:

1. Preside in the absence of the President and carry out such duties and assignments as may be delegated by the President.
2. Preside as chairperson of Rules Committee

Treasurer – duties shall be:

1. Maintain finances for the league, prepare a budget, dispense league funds as approved by the Board, co-sign checks, maintain a report on the status of the league funds and assume responsibility for all local league finances.
2. Allow all records to be audited if requested by the President or any Board member.

Secretary/Information Officer – duties shall be:

1. Shall be responsible for recording the activities of the Local League and maintaining appropriate files, mailing lists and necessary records.
2. Shall maintain a list of the members of the Board of Directors, committee members, managers and coaches.
3. Will give notice, keep the minutes, maintain records and conduct such correspondence as may be required of all Board of Director and special meetings of the Local League. If the Secretary is absent from any meeting, a temporary secretary will be chosen at the meeting who shall exercise the duties of the Secretary at the meeting.

7.2. Board Members

Director Player/Coach Development – duties shall be:

1. Serve as the contact person for the league's coach and player training program
2. Develop and coordinate training curriculum and approach at all levels
3. Develop, order and distribute training materials to players, coaches and managers.
4. Manage and operate within the Development Budget as authorized by the Board.
5. Lead the development and implementation of a unified educational plan for DYBS which will provide the basis to develop baseball and softball player and coaches' skills to be prepared and competitive at all levels of play.
6. Educate, coordinate, and facilitate baseball and softball development of coaches, players and parents.
7. Provides common direction, common curriculum for instruction.
8. Be available to advise coaches in game preparation, practice preparation and strategy where appropriate.
9. Continually implement and revise Player and Coach Development Plans.
10. Provide clear goals and objectives for player and coach development.
11. Communicate to players, parents and coaches DYBS Player and Coach Development opportunities.
12. Organize, schedule and/or develop clinics for coaches and players.

Equipment / Uniform Manager – duties shall be:

1. Procure and distribute equipment needed to properly supply all teams, including tournament teams. Maintain inventory of equipment, including amounts, costs and location of items. Maintain written record of equipment issued to teams including signature of managers receiving such items.
2. Procure and supply Umpire-in-Chief with adequate supply of game balls during season.
3. Maintain all equipment during season to ensure safe and proper use by players.
4. Ensure the timely return at season end, of all equipment issued to teams and volunteers. Such actions may include notification of time and location of returns of equipment, personally pickup up equipment from managers and any legal action needed to secure equipment. Arrange for proper storage of equipment until next season. Prepare and forward to board, prior to September 1st, a written inventory of returned equipment and estimate of amount and cost of items needed for next season.
5. Procure and distribute uniforms (including specific league shoulder patches) needed to properly supply all teams.
6. Maintain inventory of such, including items, amounts, costs and location of items.
7. Maintain all uniforms during season to ensure good appearance and proper use by players.
8. Procure and issue to All Star Players necessary uniforms and obtain deposit to insure return of such.
9. Ensure the timely return at season end of any uniforms issued to teams and volunteers. Such action may include notification of time and location for return of uniforms, personally picking up uniforms for manager and any legal action needed to secure uniforms. Arrange for proper storage of uniforms until next season. Prepare and forward to Board prior to September 1st, a written inventory of returned uniforms, including accounting of any un-returned uniforms and estimate of amount and cost of times needed for next season.
10. Procure and distribute to the teams any trophies as directed by the Board. Maintain record of such to insure that all players receive their trophies.

Umpire-in-Chief – duties shall be:

1. Recruit, train, schedule and supervise all umpires within the league.
2. Maintain necessary level of recruiting and training to ensure proper officiating at all league games.
3. Act as liaison between the Board and the umpires or umpire association if applicable.
4. Attend all meetings of rules and/or protest committees as necessary.
5. Review all game disputes and report such to the Board.
6. Examine local league policies and observe league play with a view toward eliminating any unsafe practices.
7. Preside as member of Rules Committee.
8. Schedule all umpires for CR60 and CR70 games and coordinate with the League Scheduler.

Field Maintenance Manager – duties shall be:

1. Evaluate conditions of playing areas and coordinate with agencies, volunteers, managers and umpires to ensure safe and proper use of such areas.
2. Recruit, train and schedule volunteers needed to maintain playing areas in safe and proper manner.
3. Act as liaison with the local recreation department.
4. Coordinate field day at season end to ensure that parks are left in a manner that is acceptable

5. Coordinate a Field Day prior to the season starting to prepare fields for play.
6. Be responsible for coordinating field mowing, repair, weeding, care and feeding when required.
7. Supervise the overall development of present and potential fields, to include the upkeep and/or installation of bases and the preservation of playing fields.
8. Report to President and Umpire-in-Chief when field conditions are such that play should not take place on any particular field.

League Scheduler & Web Site Coordinator – duties shall be:

1. Development of all regular game schedules for each division in coordination with division coordinators.
2. Manage, process and schedule all practice requests ensuring a fair distribution of practice times to all programs.
3. Act as liaison between the Board and team managers concerning scheduling, reporting any problems or needs.
4. Maintain the www.douglasyouthsports.com website with updates, schedules and important information that should be disseminated to the organization, coaches and parents.
5. Set-up and Maintain Field Availability Schedule published on Google Calendar.

Concessions Coordinator – duties shall be:

1. Develop and present to Board annual plan for operation of all concessions, including menus, prices, staffing and equipment needs.
2. Recruit, train and schedule volunteers needed to maintain operation of concessions.
3. Act as liaison between the Board and concession, reporting any problems or needs. Maintain accounting and profit/loss report and submit to Board Monthly.
4. Maintain proper inventory of supplies for concessions.
5. Ensure proper licensing and permits with the Town of Douglas Board of Health.

Fundraising Coordinator – duties shall be:

1. Prepare and present to the Board a plan to meet financial goals of the league, including themes, dates, projected incomes, and costs and staffing needs of proposed events.
2. Recruit and supervise needed committees to plan and run each event.
3. Coordinate with Board to ensure timely communication of ideas and needs to volunteers and league members.
4. Coordinate with Treasurer to ensure proper accounting of monies collected and distributed. Prepare profit/loss report on each event.
5. Prepare and submit a plan to recruit and retain team sponsors for the league.
6. Coordinate with the Treasurer to ensure proper documentation of monies received.
7. Coordinate with Equipment/Uniform Manager to ensure the proper items of recognition are ordered and distributed to the sponsors.
8. Coordinate with the League Secretary to ensure that thank you letters are sent to the sponsors.
9. Ensure that the sponsors receive all the recognition possible so that the benefit as well as the league.
10. Coordinate with the League Scheduler & Web Site to ensure sponsor banners are posted on the web site.
11. Coordinate with the Field Maintenance Manager to ensure sponsor signs are procured and posted at the ball fields.

Division Coordinators

- 🚩 Softball Coordinator
 - Will attend Spring and Summer League meetings for the Twin Valley and Blackstone Valley Girls Softball League.
- 🚩 T-Ball Coordinator
- 🚩 AA Coordinator
- 🚩 CR60 Coordinator
- 🚩 CR70 Coordinator
- 🚩 Blackstone Valley League Coordinator
 - Will attend Spring and Summer League meetings for the Blackstone Valley Baseball League

– *duties shall be:*

1. Recruit and train managers and coaches to ensure fair and knowledgeable treatment of all players in the league.
2. Maintain relationship between Board and Teams to ensure timely resolutions of disputes and communication of ideas and suggestions.
3. Observe and evaluate Managers, coaches and umpires and report back to the Board any problems or accomplishments noted.
4. All Division Coordinators to preside as member of Rules Committee.

5. Work closely with the League Scheduler and Umpire-in-Chief on scheduling games, practices and rescheduling rainouts and game cancellations.

General Board Member – duties shall be:

In order to encourage participation of members who may not be willing or able to fill a specific position, the duties shall be:

1. To observe and report to Board any problems, disputes, ideas, suggestions or accomplishments that are noted.
2. Volunteer to help other Board members as needed and fulfill any duties as requested by the Board.

Corporators – duties shall be:

In order to encourage participation of non-board members or those who may wish to become Board members in the future, the duties of a corporator shall be:

1. To observe current Board member responsibilities and participate in gaining knowledge of specific functions.
2. Volunteer to assist existing Board members in their specific duties to gain knowledge of how to perform those duties.
3. Participate in Board meeting discussions without voting rights.
4. Corporators shall be selected based upon a recommendation of at least two Board Members and subject to approval of the entire Board of Directors.

8. League Staff

Team Manager – each team shall have a Manager who shall have overall administration for their team. The Board of Directors shall choose managers after reviewing submitted applications. Duties shall be:

1. Participation in the player selection process for the purpose of developing a fair and equitable team.
2. Submit names and applications of desired assistant coaches to Board for approval.
3. Attend at least one four-hour umpire clinic and schedule managers meetings to ensure knowledge of rules and league policies.
4. Attend scheduled preseason Team/Parent meetings.
5. Coordinate with Equipment and Uniform managers the distribution of equipment and uniforms. Supply Uniform Manager with documentation of items and numbers issued to players. Collect and return uniforms and equipment to Uniform and Equipment managers immediately at end of season.
6. Be responsible for their actions and those of their team on the field of play. All Managers and Coaches are entrusted with displaying good sportsmanship at all times. “Teach by Example.”
7. Plan and maintain goals to ensure fair and unbiased development and treatment of all players on the team. Seek out help from Board where necessary. Instruct and encourage players to achieve their best and maintain the highest level of “Good Sportsmanship” possible. .
8. Report and problems, disputes or successes to Division coordinator. Report ANY injuries to Insurance Coordinator and League President to ensure proper documentation of accident.

Coaches – each team shall have two Assistant Coaches. These Assistant Coaches must submit an application and be approved by the Board of Directors. Coaches must be listed on team rosters to be on the playing field. Duties shall be to provide general assistance to the team Manager and assume the duties of Manager upon their absence or inability to act.

Team Mom or Dad – duties shall be:

1. Assist Manager in the discipline and management of players and parents of the team.
2. Provide communication of team and League activities and policies.
3. Promote the support of parents at game and events, season end picnics/awards, etc.

Scorekeepers – duties shall be:

1. Attend scheduled Scorekeeper Clinic (if needed).
2. Keep the official game scorebook in a capable, honest fashion.
3. Notify head Scorekeeper of any problems, suggestions or successes of players or volunteers.

Umpires – duties shall be:

1. Attend any required clinics or meetings scheduled by Umpire-In-Chief.
2. Maintain discipline and credibility of rules at all times on the playing field.
3. Instruct and encourage players to achieve their best and maintain highest level of “Good Sportsmanship” possible.
4. Observe and report to Umpire-In-Chief any problems, ideas or successes noted. Report to Equipment Manager and Groundskeeper any safety problems noted.

9. Financial and Accounting

The Board of Directors shall decide all matters pertaining to the finances of the Local League and it shall place all income, in a common league treasury, directing the expenditure of same in such manner as will give no individual or team an advantage over those in competition with such individual or team.

The Board shall not permit the contribution of funds or property to individual teams but shall solicit some for the common treasury of the Local League, thereby to discourage favoritism among teams and to endeavor to equalize the benefits of the Local League.

The Board shall not permit the solicitation of funds in the name of any particular national affiliation unless all of the funds so raised be placed in the Local League Treasury.

The Board shall not permit the disbursement of Local League funds for other than the conduct of the Local League activities in accordance with the rules and policies of the Local League.

No Director, Officer or Member of the Local League shall receive, directly or indirectly any salary, compensation or emolument from the Local League for services rendered as director, Officer or Member.

All monies received, shall be deposited to the credit of the Local League in Webster First Federal Credit Union and all disbursement shall be made by check. All checks shall be signed by the Local League Treasurer and such other officer or officers or person or persons as the Board of Directors shall determine.

The fiscal year of the Local League shall begin on the first day of January and shall end on the last day of December.

Distribution of Property upon Dissolution. Upon dissolution of the Local League and after all outstanding debts and claims have been satisfied, the Members shall direct the remaining property of the Local League to another Federally Incorporated entity which maintains the same objectives as set forth herein, which are or may be entitled to exemption under Section 501 (c) (3) of the Internal Revenue Code or any future corresponding provision.

10. Amendments

Amendments may be made by two-thirds vote of the Board, provided that notices of changes have been delivered to the Board members one (1) week prior to the meeting.

11. Personal Liability

The Directors and Officers of DYBS shall not be personally liable for any debt, liability or obligation of DYBS. All persons, Corporations or other entities extending credit to, contracting with, or having any claim against DYBS, may look only to the funds and property of DYBS for the payment of any such contract or claim, or for the payment of any debt, damages, judgment or decree, or of any money that may otherwise become due and payable to them from DYBS.

12. Indemnification

Each person now or hereafter a Director and Officer of DYBS, and each person now or hereafter a coach or assistant coach of a team organized by DYBS, and each person selected to be an umpire for the games of said teams, and each volunteer providing services to DYBS, shall be indemnified by DYBS against all expenses and losses reasonably incurred or suffered by him or her in connection with any claim, action, suit, or proceeding, civil or criminal, actual or threatened, to which he or she may be made a party by reason of his or her being or having been such Director and Officer, coach, assistant coach, referee, or volunteer as aforesaid, or by reason of his or her alleged acts or referee with respect to any matter as to which he or she shall have been adjudicated in any proceeding not to have acted in good faith in the reasonable belief that his or her action was in the best interests of DYBS, provided, however, that DYBS may compromise and settle any such claim, action, suit, or proceeding and pay such expenses and losses, if such settlement and payment appear to be for the best interest of DYBS in the judgment of a majority of the disinterested members of the Board of Directors.

13. General Rules of the League

1. The League does not recognize "Gentlemen's Agreements" or other rule amendments made between Teams, Coaches or Parents.
2. Local League Rules are the only exception and are intended to clarify specific instances in which the Board of Directors has agreed to modify these rules to promote fair play within our League.

14. Rules Governing General Misconduct

1. Spectators will be encouraged to conform to reasonable standards of behavior in the interest of promoting “Good Sportsmanship”. Managers and Assistant Coaches should assist the Umpire and League officials to control unruly outbursts by the fans. Support of the parents is necessary to maintain a suitable atmosphere for youth baseball. Parents should be advised of their responsibility in regard to their behavior. They should also help to ensure that the ball field will stay a place where youth sports can be enjoyed. Parents are recognized as participants and as such have the right to present grievances to the Board. Grievances presentations shall be limited to 15 minutes.
2. The Board will be notified of all misconduct occurring at the ballpark and has the authority to issue further suspensions or expulsions of spectators. In addition, Managers who cannot manage and discipline their teams’ parents will be called before the Board for possible disciplinary action including game forfeiture or permanent suspension if necessary.
3. If a player is ejected from a game, they will be benched from the next scheduled game. The Board reserves the right to impose further disciplinary action if deemed necessary.
4. Any player who warms up a pitcher must wear a mask and a cup.
5. No more than three (3) mandatory practices or games in a week, i.e. 2 games, 1 practice; 1 game, 2 practices; 3 games, no practice.
6. There is a 2 hour time limit on all practices.
7. All equipment belonging to the league must not be altered or new equipment purchased unless prior Board approval has been obtained.
8. Anyone who is not on an official roster is not covered by insurance and must not be allowed to participate in any practice or game. Volunteers temporarily filling in are covered and will be allowed/encouraged to help. All parents and/or players must have signed “Town of Douglas Liability Release Form” and either the Douglas Baseball Sign Up Form or the Douglas Softball Sign Up Form.
9. Any volunteer that has access to children during the League season must fill out a CORI form for the current year.

Appendix A – Substitution Guidelines

1. Softball substitution guidelines will be determined by ASA, Blackstone Valley and Twin Valley.
2. Baseball rules will be determined by Cal Ripken, Babe Ruth and Blackstone Valley Sr League.
3. All local league rules will be developed by the division coordinator on annual basis, approved by the Board of Directors and posted on the DYBS League website.

15. Appendix B – Draft Rules

Any questions or concerns should be directed to the President. The Board of Directors will make modifications or interpretations of the above procedures. The Board of Directors will handle decisions regarding disputes, violations or discrepancies of the above procedures.

A. Draft Order

1. Teams will draft players after tryouts are held in the Spring of the current year and by utilizing player evaluations completed by the player coaches from the previous year. The managers will follow a “serpentine” draft order if the number of teams in that league remain the same as the previous year. Teams will draft based upon lottery pick of Manager Names and will follow the serpentine draft order identified above. Managers will not be assigned to teams until all serpentine draft picks are assigned to teams.
2. Managers may switch players of the same draft line to ensure that they have their child and up to two coach’s children on their team. Switches are subject to approval by a majority vote of managers present at the draft.

B. Player Pool

1. Any player signing up after the last tryout date will be considered a late sign up and placed in the player pool.
2. Returning players signing up during this time are not eligible to return to their previous team and must adhere to the rules governing the player pool.
3. After the open draft period has concluded, any player signing up between the last tryout and the player draft will be placed on an existing team at random by the President starting with teams that have less than 12 players. In the case of a sibling option, both players will be assigned to the selected team and that team’s last draft choice will be placed back into the pool and another team will be chosen at random for that player to be assigned to.
4. Any player signing up after the draft date will be placed in the player pool and will be randomly assigned to teams as necessary starting with teams that have less than 12 players.

16. Appendix C - Douglas Safety Manual

16.1. Introduction

ASAP – What is it?

In 1995, ASAP (A Safety Awareness Program) was introduced with the goal of re-emphasizing the position of Safety Officer “to create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Baseball and Softball”. The ASAP program shares the best safety ideas of volunteers, and has been extremely successful. This manual is offered as a tool to place some important information at the fingertips of managers, coaches and other league volunteers, plus available at the concession stand or from League Officers.

16.2. Douglas Youth Baseball / Softball Safety Code

- On-deck batters are NOT permitted unless they are in a safe location away from batted balls.
- The catcher must wear a catcher's helmet with throat guard in warming up pitchers. This applies between innings and in the bullpen during games and practice.
- Players must not wear jewelry, such as watches, rings, pins, or other metallic items during games or practice.
- Parents of players who wear glasses should be encouraged to provide "safety glasses"
- At no time should "horse play" be permitted on the playing field.
- During sliding practice, bases should not be anchored.
- Except when runners are returning to a base, head first slides are not permitted.
- Batters and base runners must wear approved batting helmets.
- Equipment should be inspected on a regular basis for the condition of the equipment as well as for proper fit.
- All pre-game warm-ups should be performed within the confines of the playing field and not in areas that are frequented by, and thus endangering spectators (i.e. playing catch, pepper, swing bats, etc.).
- During warm-up drills players should be spaced so that no one is endangered by wild throws or missed catches.
- During practice and games, all players should be alert and watching the batter on each pitch.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose by the team manager or coaches.
- Only players, managers, coaches and umpires are permitted on the playing field or in dugouts during games or practice sessions.
- All team equipment must be stored within the dugout, or behind screens, and not within the areas defined as "in play" by the umpires.
- Fields should be inspected for frequent holes, damage, stones, glass, and other foreign objects.
- One adult coach must remain on the bench at all times.
- Metals cleats are not allowed in divisions below the Blackstone Valley League.

16.3. What should I know about sprains and strains?

Sprains and strains are similar types of injuries – both involve overstretching or tearing of tissue and internal bleeding. For either injury, the immediate first-aid can be summarized by the acronym

ICE:

- I** ***Apply ice or cold to control internal bleeding.***
- C** ***Compress with and elastic bandage to help control Swelling***
- E** ***Elevate the part to prevent pooling blood***

16.4. Douglas Youth Baseball / Softball Standing Rules

1. The home team is responsible for grooming the field prior to a game. This includes mound preparation, raking base and plate areas.
2. After the game, the home team is responsible for putting away equipment, covering mound and plate if weather dictates.
3. Each team will clean their respective side of the field, including dugouts following each game.
4. All players must slide into bases (except first) if a play is going to be made.
5. One parent must remain with a female player during all practices and games.
6. Games may not be postponed due to the absence of a manager. Coaches will conduct the game in the manager's absence.
7. In the CR60, CR70 and Blackstone Valley League, should a game be postponed, the Umpire-in-Chief must be notified at least two (2) hours in advance so that umpires can be cancelled.

16.5. Douglas Baseball & Softball – Emergency Phone Numbers

Concession Stand Soldiers Field: 508-476-3545
Douglas Police – Emergency: 911
Douglas Police – Non Emergency: 508-476-3333
Douglas Fire / EMT 911

16.6. General Safety

Remember, safety is everyone’s job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to a Director of Safety, or another board member immediately. Don’t play on a field that is not safe or with unsafe playing equipment. Be sure your players are fully equipped at all times, especially catchers and batters. Also, check your team’s equipment often.

- Whenever possible, make sure someone at your practice has a cell phone to use in an emergency situation.

16.6.1. Before the game

Prior to establishing the ground rules before each game, manager, coaches and umpires should walk the field and survey the conditions that may affect the safety of players. All debris, rocks, glass, etc. must be removed prior to beginning of play. All holes and ruts must be repaired. Unsafe conditions due to weather should be considered by each manager, coach and umpire. Err on the side of caution. Note: All male catchers must wear protective cups, mask with throat guard, long model chest protector, and a full helmet. All playing equipment should be inspected following each practice or game. Damaged or unsafe equipment should be removed and replaced immediately and returned to the equipment manager for replacement/repair. First aid kits must be transported to all practices and games. Managers should notify their respective representative as first aid supplies and ice packs are depleted so that replacements can be obtained.

16.6.2. What can parents do?

Parental cooperation is essential in maintaining a safe and healthy playing environment. Parents are required to complete player medical history forms at the time of registration. Medical information will be shared with the child’s coaches. All parents and coaches are required to sign the “Parent/Coaches Code of Ethic”, to ensure that all players and spectators will enjoy the positive experience of Little League Baseball. One Parent should remain with a child during all games and practices. Children should be encouraged to use the “buddy system”, remaining in the company of one or more players whether or not an adult is present. Never drop off children too early or too late. Never leave children in a poorly lit or infrequently traveled area. No adults should have access to playing fields, dugouts, or locker rooms other than duly registered coaches. Report any suspicious looking individuals to league administrators or Police.

16.6.3. Accidents Do Happen

In spite of the best precautions, accidents do happen. Adult and player injuries should be reported within 24 to 48 hours of the incident. Accident report forms are available from the league and should be completed in a timely manner, Report all injuries to the league president.

17. Background checks (CORI)

All Douglas Youth Baseball / Softball volunteers are required to comply with the Child Protection Program including annually completing and returning a CORI form. Information provided by applicants on these forms will be verified with the appropriate authorities. The Douglas Youth Baseball / Softball Association utilizes CORI reporting administered by the Commonwealth of Massachusetts and the National Sex Offender Registry. Only those volunteers who have met all reporting requirements and have been approved by the league are eligible to serve as volunteers.

18. Douglas Youth Baseball & Softball - Parents Code of Conduct

On September 23, 2000, more than thirty heads of Massachusetts' chapters of national sports and medical associations, educational organizations, and professional associations met at Children's Hospital in Boston to participate in a consensus meeting to develop a sport parent code of conduct for the state. The meeting was convened by the Massachusetts Governor's Committee on Physical Fitness and Sports and the National Youth Sports Safety Foundations, Inc. The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches' officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with an official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- Verbal warning by official, head coach, and/or head of league organization
- Written warning
- Parental game suspension with written documentation of incident kept on file by organizations involved
- Game forfeit through the official or coach
- Parental season suspension

19. Douglas Youth Baseball and Softball – Coaches Code of Conduct

POLICY:

The Douglas Youth Baseball and Softball program will have a “zero tolerance” policy when it comes to the conduct of managers, coaches, players and spectators. This policy is to insure that all persons (parents, siblings, players, managers and coaches) can attend a Douglas Youth Baseball and Softball game function and enjoy themselves and not have to be subjected to individuals that can ruin the enjoyment for all.

Players and children of all ages should not have to be subjected to spectators in the stands that are negative or managers and coaches that cannot maintain a positive behavior before, during and after a game.

In no way are any of the following rules meant to deter a manager or coach from successfully directing their game, nor are any of the rules prohibiting spectators from positively cheering and supporting their team.

RULES:

1. Negative comments directed at Managers, Coaches, Players, Umpires and league staff will result in the immediate removal of the offender. If spectators are involved, they will be asked to leave the park immediately by any member of the Board of Directors or umpires that are in attendance. If an individual refuses to leave, the game will be SUSPENDED and the local law enforcement will be called to affect the removal. Douglas Youth Baseball and Softball is granted permission by the Town of Douglas to utilize the fields and to operate the program. In return, Douglas Youth Baseball and Softball has the responsibility to manage the facilities in a safe and professional manner and has the authority to remove individuals from the park that create behavior problems that interfere with the safe operation of the facility.
2. Team personnel (managers, coaches and players) that get ejected from a game will automatically receive a minimum of a one (1) game suspension (The DYBS Board will decide if more games are warranted). A second ejection in the same season will result in an indefinite suspension pending a hearing of the Board of Directors with the individual involved. If the decision of the Board of Directors to reinstate the individual and the same individual gets ejected a third time in the same season, the action will result in immediate termination for the balance of the season. Individual will become ineligible for participating on any league all-star tournament teams. The decision by the Douglas Youth Baseball and Softball Board of Directors is FINAL.
3. Any physical altercations with spectators, managers, coaches, players, umpires and league staff will result in the offenders begin removed from the park and the possibility of charges being filed. Offenders will NOT be PERMITTED to return to any Douglas Youth Baseball and Softball game for the remainder of the season (includes regular, post season and All Star games and practices)
4. Any Manager, Coach or Player that uses profanity that is directed to an Umpire will be immediately ejected from the game. “Trash Talking” will NOT be tolerated.
5. The use of tobacco (smoking or chewing) products and alcoholic beverages in any form is prohibited on the playing field, benches or dugout.

GOOD SPORTSMANSHIP MUST BE PRACTICED BY ALL PARTICIPANTS & SPECTATORS