

# Huff-N-Puffers Senior Softball League

## CONSTITUTION AND BY-LAWS

### TABLE OF CONTENTS

<p>Article I:     <u>League Name</u></p> <p>Article II:    <u>Purpose of the League</u></p> <p>Article III:   <u>Membership</u></p> <p>Article IV:    <u>Dues</u></p> <p>Article V:     <u>Meetings</u></p> <p>Article VI:    <u>Quorum</u></p> <p>Article VII:   <u>Elections</u></p> <p>Article VIII:  <u>Committees, Umpire-in-Chief, Division Directors and Managers</u></p> <p>Article IX:    <u>Vacancies in Office During Current Year</u></p> <p>Article X:     <u>Amendments to the Constitution and By-Laws</u></p>	<p>Article XI:    <u>Clause of Dissolution</u></p> <p>Article XII:   <u>Order of Meeting</u></p> <p>Article XIII:  <u>Duties of Elected Officers</u></p> <p style="padding-left: 20px;">Section I:    <u>President</u></p> <p style="padding-left: 20px;">Section II:   <u>Vice President</u></p> <p style="padding-left: 20px;">Section III:   <u>Secretary</u></p> <p style="padding-left: 20px;">Section IV:   <u>Treasurer</u></p> <p>Article XIV:   <u>The Governing Board</u></p> <p>Article XV:    <u>Arbitration Committee</u></p> <p>Article XVI:   <u>Associate Members</u></p> <p>Article XVII:  <u>Selection of Man of the Year</u></p>
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#### ARTICLE I:           LEAGUE NAME

The name of the organization shall be the HUFF-N-PUFFERS SENIOR SOFTBALL LEAGUE. The official colors will be Red, White and Blue.

#### ARTICLE II:           PURPOSE OF THE LEAGUE

The purpose of the League is to provide a fellowship for men and to play a certain number of softball games each year for the enjoyment of its members and for the entertainment of the public and to hold such social activities as determined by the Governing Board from time to time.

#### ARTICLE III:          MEMBERSHIP

The minimum age of a player shall be sixty (60) years old and a player shall be eligible to play in the calendar year such age is attained. Only males shall be eligible for Active Membership. All first-year Members shall provide proof of age in the form of a photo ID with the applicant's date

of birth thereon and such further proof of age, if any, as the Governing Board shall require. All applications may be reviewed by the Governing Board for acceptance. Applications may not be accepted in the best interest of Huff-N-Puffers, as determined by the Governing Board in its sole and absolute discretion.

#### ARTICLE IV: DUES

Annual membership dues shall be determined by the Governing Board and announced at a general membership meeting for the following calendar year. The annual dues for Active Members may be a different amount for each Division of the League and a different amount for new Members, all as determined by the Governing Board. The Governing Board may provide for higher dues if not paid by a certain date. Dues are to be paid by the first meeting in March of the current year. The dues of new Members shall be paid when their applications are submitted. Annual membership dues for Associate Members shall be such amount as is set from time to time by the Governing Board.

#### ARTICLE V: MEETINGS

The place, time, and date of regular business meetings of the Governing Board shall be set by the Governing Board or the President. The team Managers shall notify the Members of their teams of all League functions and such other matters as directed by the President. General Membership meetings will be held on the first Thursday of the months of January, February, March, October, November, and December, to discuss and transact League Business.

The place, time, and date of special meetings may be set by the President or Governing Board.

#### ARTICLE VI: QUORUM

A quorum for the transaction of League business shall consist of not less than 25 percent of Active Members. Associate Members shall not be counted for quorum purposes and shall not be authorized to vote.

#### ARTICLE VII: ELECTIONS

The elected officers of the League shall consist of the President, Vice President, Secretary, and Treasurer. These officers will be elected by a majority vote of all Members present or voting by absentee ballot at the December General Membership Meeting. The President shall announce a Nominating Committee Chairman and four (4) members in good standing at the October General Meeting of each year. The Nominating Committee will submit a list of Active Members in good standing to run for office. That list may include more than one candidate for each office. That list is to be presented to the Membership at the November General Meeting. Additional candidates may be nominated at this meeting by the affirmative vote of at least 25% of those present at the November General Meeting and such additional candidates shall be on the ballot at the

December General Meeting. Candidates for office shall have the opportunity to address the membership at the November General Meeting. The installation of officers shall take place at the January meeting. The duties of the Nominating Committee shall include running the actual election at the December General Meeting. All elected Officers shall automatically take office on January 1st after their election and their term shall be for two (2) calendar years as hereinafter provided.

Candidates not at the November meeting to accept their nomination must submit a letter to the Secretary accepting the nomination no later than 10 days following the November General Meeting.

A Member who will be absent at the December meeting may vote by absentee ballot. The Member may request an absentee ballot from the Secretary any time after the November General Meeting. Ballots will be mailed out as soon as the Secretary receives them from the printer. Absentee ballots must be returned to the Secretary no later than the day before the December General Meeting and Election, which would be the Wednesday before the first Thursday in December in order for the Member's absentee ballot to be counted. Those who tried to vote by absentee ballot but fail to do so may vote in person at the December General Meeting. The form of the absentee ballot shall be determined by the Secretary in consultation with the Nominating Committee.

Elections shall be effectuated by written ballots. No Huff-N-Puffer ballots will be destroyed until January 15th following the election.

All officers shall be elected for two-year terms. The Vice President and Treasurer will be elected in even-numbered years and the President and Secretary will be elected in odd-numbered years.

## ARTICLE VIII: COMMITTEES, UMPIRE-IN-CHIEF, DIVISION DIRECTORS, AND MANAGERS

The President shall ask for and appoint a Chairman for the following committees:

- A. Constitution – By Laws
- B. Social Entertainment
- C. Rules – the President shall select the members of this committee
- D. Health and Welfare
- E. Sunshine
- F. Nominating – the President shall select its four (4) members

The President shall form any additional committee deemed necessary for the good of the League and appoint its Chairman.

The President shall ask for and appoint the Umpire-in-Chief, Division Directors, and Managers. These non-officers will serve as members of the Governing Board, serving until they resign or are removed by the Governing Board. The President shall have no power to remove these non-officers, but can recommend such action. The Governing Board shall have the power to remove any non-officer and substitute an individual of their choice, with or without cause.

The Governing Board shall also have the power to remove any Committee Chairman and substitute an individual of their choice in their place and stead.

#### ARTICLE IX: VACANCIES IN OFFICE DURING CURRENT YEAR

If for any reason the President resigns or dies or is incapacitated, the Vice President shall automatically become the President and assume the President's duties for the remainder of the President's term. The second in line of succession to the President shall be the Treasurer and the third in line shall be the Secretary.

The Governing Board shall determine the method of replacement of officers not provided in these By-Laws to serve until their successors are elected.

#### ARTICLE X: AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

Amendments to the Constitution must be submitted in writing to the Constitution and By-Laws Committee Chairman. The Chairman will accept and review all submitted changes and tender his recommendations, along with the submitted recommendations, to the Governing Board for its approval. Any changes (additions or amendments), when adopted, shall rescind any previous article and/or section pertaining to and affected by that issue. A special meeting of the Governing Board can be called by the President at any time for the purpose of accepting or rejecting such amendments.

#### ARTICLE XI: CLAUSE OF DISSOLUTION

In the event of the dissolution of the Huff-N-Puffers, the Treasurer must, after paying all League liabilities, dispose of all the assets of the League funds to charitable organization(s) as designated by the Governing Board.

#### ARTICLE XII: ORDER OF MEETING

Robert's Rules of Order will apply at all regular meetings except as may be provided for in the Constitution. The President calls the meeting to order; minutes of the previous meeting are read by the Secretary, automatically approved unless contested; financial report is given by the Treasurer; committee reports by the Chairmen; Division Director reports; unfinished business; new business; Open Mic discussions; and adjournment by motion from the floor. Members are expected to abide by the order of business.

## ARTICLE XIII: DUTIES OF ELECTED OFFICERS

### **Section I: President**

The President shall preside at all regular meetings, appoint all standing committees and all ad hoc committees. He shall ask for and appoint all Committee Chairmen, the Umpire-in-Chief, Division Directors, and Managers.

He shall address the membership and inform them of League functions. He shall also sign the Minutes of the meeting after they have been read and approved.

The President or the person presiding at the meeting shall recognize any Member who wants the floor to ask a question or speak during the Open Mic period. The recognized Member shall stand and limit his debate to a maximum of three (3) minutes.

The President shall have such executive and administrative powers as are necessary or advisable for the orderly operation of the League. However, all such actions may be revised or withdrawn as determined by the Governing Board.

### **Section II: Vice President**

The Vice President shall perform all the duties of the President in the absence of the President and shall perform all such duties as requested by the President.

### **Section III: Secretary**

The Secretary shall keep accurate minutes of all League meetings. He shall read all Minutes at subsequent meetings and the book of Minutes shall be open for inspection by any Member at the reasonable convenience of the Secretary. The Minutes are to be signed by both the Secretary and President upon approval by the membership. At all times the Secretary shall maintain a current roster of all League members. Such roster shall include the member's name, address, birth date, email address, spouse's or partner's name, status of membership (Active or Associate), Division affiliation, and whether dues for the current calendar year are paid or not. He shall have charge of all League records and shall preserve them in a suitable condition. He shall keep a copy of the Constitution/By-Laws and the Playing Rules and Regulations.

### **Section IV: Treasurer**

The Treasurer shall receive and be responsible for all monies belonging to the League. He shall deposit all monies in a bank approved by the Governing Board, in an account listed in the name of the League. All money withdrawals are made upon order of the President. The Treasurer shall issue and sign all checks, provided, however if the Treasurer is absent or incapacitated, the signature of any officer shall suffice.

He shall prepare a monthly balance sheet of all financial transactions of the League for presentation at regular meetings. One copy of each financial statement shall be given to the Secretary. Upon request, he shall furnish the Auditing Committee, the President, or the Secretary

such information as may be needed for a legal audit. All Officers shall have computer access to the League's bank account.

## ARTICLE XIV: THE GOVERNING BOARD

The Umpire-in-Chief, Chairman of the Rules Committee, the Division Directors if any, and the elected Officers shall constitute the Governing Board of the League. Each member of the Governing Board will be entitled to cast one vote when voting on any legislation or League matters requiring such action.

The duties of the Governing Board shall be:

- A. To select a method of forming teams within the League.
- B. To deliberate and vote on any proposed rules changes as presented by the Rules Committee, either favoring the change, declining the change, or supporting it with modifications.
- C. To determine the fee(s) for membership dues.
- D. To determine the Divisions of the League and the eligibility requirements for each Division.
- E. To have the sole jurisdiction to administer all disciplinary action to any Member for acts tending to injure the name or integrity of the organization, disturb its well-being, or hamper it in its work, or for any improper conduct occurring in connection with the League or occurring elsewhere.
- F. To have complete power to determine the terms of the disciplinary action which may range from a one (1) game suspension to permanent lifetime expulsion or as they may otherwise determine including without limitation: probationary period, voting privilege, never being eligible to be an officer, etc.

The precise terms of the disciplinary action shall be set forth in writing with a copy given to the Secretary for inclusion in the permanent records of the League and a copy given to the miscreant.

Any such decision shall be subject to one appeal to the Governing Board, in writing, stating why in his opinion the decision is improper and what would be an appropriate disciplinary action, which may be no discipline.

Notwithstanding the foregoing, if the President determines the integrity or welfare of the League requires it, he shall have the power to remove anyone from a game and the power to suspend anyone for one (1) game. Such actions shall in no way limit the power of the Governing Board to administer disciplinary action for the same offense(s).

- G. To have no power to act unless a quorum is present and a quorum of the Governing Board shall be considered a majority of all of its members. However, the President may need to poll Governing Board members from time to time to expedite decision-making regarding league matters. Therefore, the use of telephonic and electronic media will be deemed an acceptable

alternative to convening an in-person meeting. He will then provide a recap of that decision to the Secretary for the permanent files.

#### **ARTICLE XV: ARBITRATION COMMITTEE**

The Governing Board will be the Arbitration Committee. They will hear disputes in regard to the Constitution and Bylaws.

#### **ARTICLE XVI: ASSOCIATE MEMBERS**

Associate Members are those individuals who are not actively playing softball and who are accepted as Associate Members by the Governing Board. Associate Members can attend meetings and functions and be members by appointment of the President to any committee. They may also assist team Managers, but may not be a manager. Associate Members cannot serve as an officer or a member of the Governing Board, nor make any motions or vote on any League matters.

#### **ARTICLE XVII: SELECTION OF MAN OF THE YEAR**

The Man of the Year shall be selected by the previous Men of the Year recipients who are either Active Members or Associate Members, in conjunction with the Governing Board. Any Member can nominate the name of a player worthy of consideration for this award, but it must be in writing with detailed information to support their nomination, for example: number of years in the league; served as umpire, manager, officer; outstanding contribution to the league; good sportsmanship. Nominations can be submitted to any member of the Governing Board by no later than August 1<sup>st</sup>.

The President shall be invited to attend the meeting to select the Man of the Year but will have no vote in the process unless he is a previous Man of the Year winner. If the President is under consideration for the award, then the Vice President shall be invited.

Revised: November 15, 2022