

CHEYENNE YOUTH BASEBALL LEAGUE, INC.
AMENDED BY-LAWS
Adopted _____, 2023

ARTICLE I (NAME, PURPOSE, LOCATION, AFFILIATION)

- A. The name of this corporation shall be Cheyenne Youth Baseball League, Inc. (the “League”).
- B. The principal purpose of this corporation shall be to aid, encourage, and promote the welfare of the youth of the community by providing supervised, competitive, athletic games, thereby implanting in the youth of the community, the ideals of good sportsmanship, honesty, loyalty, courage, and reverence.
- C. The principal operations of this corporation shall be in and about the city of Cheyenne, County of Laramie, and State of Wyoming.
- D. The League may, from time to time, choose to affiliate and operate under the charter of different national youth baseball organizations. Currently, the League is affiliated (Chartered) with Babe Ruth League, Inc., a New Jersey corporation, and shall be governed by, and shall comply with the principles, rules and regulations enunciated and decreed by Babe Ruth League, Inc.

ARTICLE II (POWERS)

This corporation shall have the following powers in addition to the powers, expressly or implicitly conferred upon it by law.

- A. To make and enforce rules and regulations to govern itself on a local basis.
- B. To solicit contributions.
- C. To enter into contracts and to hold and own property.

ARTICLE III (DIRECTORS & OFFICERS)

For the purpose of organization and administration this corporation shall be under the direct guidance of a Board of Directors. The business, property and affairs of the Corporation shall be managed by a Board of Directors consisting of the President, two Vice Presidents, Player Agent, Secretary, Treasurer, Fundraising Coordinator, Directors at Large, Umpire in Chief, and the Team Managers, which shall have the power to initiate and approve the plans and programs for the Corporation; have custody and management of the Corporation’s property; adopt the annual budget of the Corporation; raise and disburse funds; make contracts; and perform all other duties and shall have other powers as may be necessary to carry out the purpose of the Corporation. In addition to the powers conferred upon it by these Bylaws, the Board of Directors may exercise all such other powers as are permitted by applicable law.

The Board of Directors shall:

- 1. Supervise the operation of the Corporation.
- 2. Adopt such procedures for the management of the corporation as it may deem proper, that are not in conflict with the Constitution, by-laws, Operating Procedures or Ground Rules of the League
- 3. Be present (virtually or physically) for at least 60% of all Board of Director Meetings to maintain their position on the Board.
- 4. Attend and support at least 75% of League’s events outside of regular league scheduled practices and games (i.e. fundraisers, tournaments, etc.).

5. The process to remove a member (as set forth below) of the Board of Directors may be initiated for failure to fulfill the obligations of board members.

President

The President shall:

1. Be a voting member with a two (2) year term, elected in odd years.
2. Preside at meetings of the Board of Directors.
3. Assume responsibility for the operation of the Corporation.
4. Supervise the activity of all committees appointed or approved by the Board of Directors.
5. Assure that the application or continuation form is submitted annually to Babe Ruth Headquarters, or such other baseball affiliation as chosen by the Board.
6. Be responsible for local league protests and disputes (it is highly recommended that the League president not be connected with any team, such as a manager or coach, and not be an umpire in the League).
7. The President may be contacted at: president@cheyenneyouthbaseball.com.

Vice-President of Baseball Operations

The Vice President of Baseball Operations shall:

1. Be a voting member with a two (2) year term, elected in even years.
2. Preside in the absence of the President.
3. Assume responsibility for distribution and collection of uniforms and equipment.
4. Act as Tournament Director for all tournaments hosted by the League.
5. Facilitate coach and player clinics.
6. Oversee the winter practice program.
7. Maintain standards and ensure rules are being followed.
8. Ensure safety standards are being met.
9. Perform such other duties as the office may require.
10. The VP of Baseball Operations may be contacted at:
vp-operations@cheyenneyouthbaseball.com.

Vice-President of Public Relations

The Vice President of Public Relations shall:

1. Be a voting member with a two (2) year term, elected in odd years.
2. Verify the Corporation's 501(c)(3) status is maintained.
3. Oversee scholarship awards.
4. Complete background checks on volunteers.
5. Oversee the lettering program.
6. Facilitate publicity, including online presence.
7. Responsible for obtaining proper accident and liability insurance coverage for the protection of the League's players and volunteers.
8. Manage any legal issues.
9. Perform such other duties as the office may require.
10. The VP of Public Relations may be contacted at: vp@cheyenneyouthbaseball.com.

Secretary

The Secretary shall:

1. Be a voting member with a two (2) year term, elected in odd years.

2. Record, maintain, and present the minutes of meetings to the Board.
3. Prepare and send out notifications and agendas prior to all meetings.
4. Maintain official records of the activities of the Board.
5. Maintain a current list of Board members, managers and coaches and their contact information.
6. Track Board member attendance and notify President and Board Member if they are not meeting their commitment to attend 60% of meetings.
7. Perform such other duties as the office may require.
8. The Secretary may be contacted at: secretary@cheyenneyouthbaseball.com.

Treasurer

The Treasurer shall:

1. Be a voting member with a two (2) year term, elected in even years.
2. Receive and safely keep all funds of the Corporation.
3. Sign checks along with one (1) other Officer to disburse funds. Payments over \$500 must have approval by the Board of Directors.
4. Report on the status of League funds at all meetings of the Board of Directors.
5. Keep all financial records.
6. Prepare an annual budget and present to the Board in September.
7. Provide all documentation to an appointed person for an annual audit. Results of the audit will be presented to the board along with tax return documents annually.
8. Make an annual report of receipts and disbursements in written form no later than the September meeting.
9. Ensure the Corporation's 501(c)(3) status is maintained.
10. File such other business reports and forms as may be required to maintain the Corporation in good standing.
11. Perform such other duties as the office may require.
12. The Treasurer may be contacted at: treasurer@cheyenneyouthbaseball.com.

Player Agent

The Player Agent shall:

1. Be a voting member with a two (2) year term, elected in even years.
2. Conduct annual League registration and player evaluations.
3. Verify eligibility of all players.
4. Preside at player selection meetings.
5. Keep up-to-date record of team rosters.
6. Supervise and coordinate the transfer of players.
7. Ensure safety standards are being met.
8. Perform such other duties as the office may require.
9. The Player Agent may be contacted at: playeragent@cheyenneyouthbaseball.com.

Umpire in Chief

The Umpire in Chief shall:

1. Be a voting member with a two (2) year term, elected in odd years.
2. Assign umpires to all League games and tournaments.
3. Conduct clinics on rules and best practices.
4. Be responsible for notifying umpires of cancellations.
5. Recruit new umpires.

6. Be responsible for proper dress and conduct of all umpires.
7. Ensure all umpires know proper local league protest procedures.
8. Collect signed Code of Conduct from each umpire participating in the League.
9. Maintain and provide the Board with a complete contact list of all umpires.
10. Organize a pre-season expectation clinic and new umpire clinics.
11. Attend all league games or ensure such games are adequately covered in consultation with the Vice-President of Baseball Operations.
12. Perform such other duties as the office may require.
13. The Umpire in Chief may be contacted at:
umpireinchief@cheyenneyouthbaseball.com.

Fundraising Coordinator

The Fundraising Coordinator shall:

1. Be a voting member with a two (2) year term, elected in even years.
2. Communicate with sponsors.
3. Order banners and coordinate hanging with the City of Cheyenne.
4. Facilitate all fundraisers.
5. Research and apply for grants if applicable.
6. Supervise event planning.
7. Order and organize Spirit Wear for sale
8. Perform such other duties as the office may require.
9. The Fundraising Coordinator may be contacted at:
fundraisingcoordinator@cheyenneyouthbaseball.com.

Member at Large 1

The Member at Large 1 shall:

1. Be a voting member with a two (2) year term, elected in odd years.
2. Chair at least one committee, to the extent sufficient committees exist.

Member at Large 2

The Member at Large 2 shall:

1. Be a voting member with a two (2) year term, elected in even years.
2. Chair at least one committee, to the extent sufficient committees exist.
3. Serve as one of two Parent Liaisons which shall:
 - a. Establish a structure of communication between parents and Board;
 - b. Inform parents about fundraising and upcoming events; and
 - c. Provide important updates about issues and topics being addressed by the Board.
4. The Member at Large 2 may be contacted at:
parent-liaison1@cheyenneyouthbaseball.com.

Member at Large 3

The Member at Large 3 shall:

1. Be a voting member with a two (2) year term, elected in odd years.
2. Chair at least one committee, to the extent sufficient committees exist.
3. Serve as one of two Parent Liaisons which shall:
 - a. Establish a structure of communication between parents and Board;
 - b. Inform parents about fundraising and upcoming events; and

- c. Provide important updates about issues and topics being addressed by the Board.
4. The Member at Large 3 may be contacted at:
Parent-liaison2@cheyennyouthbaseball.com.

Manager

The Manager shall:

1. Be a voting member elected for a two (2) year term.
2. Direct and supervise one organization in the League, which organization consists of one major and one minor team (collectively "Team").
3. Direct and supervise the training and conduct of Team players.
4. Attend at least 70% of his or her Team's games.
5. In coordination with the Team parent, provide information to the Team players and/or parents of players on games, attendance, League events, and any other matters that need to be communicated with the Team.
6. Perform such other duties as his position may require.
7. Select official coaches for each division. All coaches must pass a background check to be on the field or in the dugout with players for games and/or practices.
8. Be present at all Team games in the absence of the Team's coaches.
9. Oversee the coaches in their responsibility to:
 - a. Serve in the absence of the manager.
 - b. Assist in the training and supervision of Team player.
 - c. Perform such other duties as his position may require.

Elections

An annual election of officers shall be held in the following manner:

- A. The Nominating Committee shall present a slate of nominees, at least two (2) for each office, for election at the regular business meeting in the month of September. All nominees shall be encouraged to attend the meeting at which the election occurs.
- B. Each Director shall be elected by the Board of Directors for a term of two (2) years and to provide consistency on the board, election years will be staggered. The President, Vice President of Public Relations, Secretary, Umpire in Chief, and Member at Large 1, and Member at Large 3 will be elected in odd years and the Vice President of Baseball Operations, Treasurer, Member at Large 2, Fundraising Coordinator, and Player Agent will be elected in even years.
- C. In these elections, each Director shall be entitled to one vote. The Director must be present, either virtually or physically to vote. If the director chooses to vote virtually they will not be subject to secret ballot but all efforts will be made for them to submit their vote privately. Any Manager who is also an officer shall be entitled to only one vote on any matter.
- D. Voting shall be by secret ballot. The results of the election will be announced after all votes are counted by the Chairman of the nominating committee and the Secretary in even years or Treasurer in odd years.
- E. The newly elected officers shall assume office at the close of that meeting.

Vacancies

Provisions for filling vacancies:

- A. If an officer, other than the President is unable to complete their term of office, a

- replacement shall be appointed by the President to complete that term.
- B. If the President is unable to complete his/her term of office, the board will vote for one of the two Vice Presidents. If the elected Vice President is unable or unwilling to complete the President's term of office, it shall be handed down to the other Vice President. If they are unable or unwilling to complete the President's term of office, they shall immediately reconvene a nominating committee and announce a special election to take place within 15 days of the presidential vacancy.

Removal of Officers

To initiate impeachment of an officer, a petition of impeachment signed by one-half of the Board of Directors of the Corporation must be obtained. Impeachment of an officer shall be conducted at a special business meeting. An officer being impeached must be informed of the meeting and have the opportunity to attend the meeting to respond to the complaint or reason given for impeachment. Two-thirds of the Board of Directors must be present at the meeting. Voting shall be by secret ballot. At least two-thirds of the Board of Directors present at the meeting must vote in favor of impeachment for it to pass.

Removal of Manager or Coach

Managers or coaches may be suspended or discharged by a majority vote of the Board of Directors present at any regular business meeting, or at any special business meeting called for that purpose. Whenever a vote to suspend or discharge a manager or coach is to be taken, that manager or coach must be informed of the intent. The manager and coach must have the opportunity to attend the meeting and respond to the complaint before a vote is taken, if the manager or coach so desires. Voting shall be by secret ballot.

ARTICLE II (STANDING COMMITTEES)

The Board of Directors may appoint and approve such committees as deemed necessary. Members of these committees shall be responsible to the President of the League. Those standing committees which are currently authorized shall include:

A. Executive Committee. The Executive Committee shall consist of the President, the President-Elect, the Vice Presidents, the Secretary, the Treasurer and the immediate Past President. The Executive Committee shall recommend individual candidates or a slate of candidates to fill vacancies of the Board of Directors and officers.

B. Nominating Committee. The Nominating Committee shall be responsible present nominations for open board positions to the board for consideration in advance of each year's election of board members. The Nominating Committee Shall:

1. Be appointed by the President in July.
2. Consist of not less than five (5) members, including at least one coach from each division.
3. Present at least two (2) nominees for each position up for election during the business meeting in August.
4. If the President resigns and neither vice president is willing to assume the role then the nominating committee with provide two (2) candidates for the Board to vote on.

C. All-Star Game Committee. The All-Star Game Committee shall be responsible for the planning and carrying out of one all-star game in the Majors division and one all-star game in the Minors division. The All-Star Game Committee Shall:

1. Be comprised of not less than five (5) members, including at least two managers, and one coach from each division.
2. Not later than the last Board Meeting in April, make recommendations to the Board about the format, qualifications, and other game details.
3. Such other duties and responsibilities as may be necessary for the effective coordination and carrying out of the all-star game.

D. Third-Party Resolution Committee. On an as needed basis, the President shall appoint not less than three (3) Directors from the Board to serve as a third-party resolution committee, which committee's sole purpose shall be to make every effort to resolve conflicts that may arise from time to time between Directors, Coaches, Players, and/or Parents. Directors appointed to serve shall serve on a case-by-case basis to address the conflict requiring resolution. Such Directors may not be connected in any way to any team involved in such conflict whether as a manager, coach, or parent of a player.

ARTICLE IV (MEETINGS & QUORUM)

Regular meetings of the Board of Directors shall be held at least nine (9) times annually, or upon such frequency, and at such places, and times as the Board of Directors shall determine and designate.

Special meetings may be held at the call of the President or of twenty-five (25) percent of the members of the Board of Directors, providing a notice of the time and purpose of the meeting is given to each member of the Board not less than one (1) day before a meeting to address an emergent issue which needs action to be taken quickly, in the reasonable discretion of the President. In all other instances, notice of special meetings shall be given not less than five (5) days before such special meeting. Notice of any special meeting of the Board shall state the purpose of such meeting. Action taken at a special meeting shall be considered by the Board for ratification at the next regularly scheduled Board meeting.

Fifty percent (50%) of the directors holding office shall constitute a quorum at any meeting of the Board of Directors, provided that a majority of those present at any meeting may take an adjournment from time to time until a quorum shall be present. Unless otherwise provided by statute or these Bylaws, provided a quorum is present, a majority vote of the Directors present shall be sufficient for the transaction of all business at any meeting of the Board of Directors.

Unless otherwise provided by law, any action which could be taken at a meeting of the Board of Directors may be taken without a meeting if the President or another person authorized by the Corporation receives emails or similar electronic communications from Directors with a sufficient number of votes to approve such action if it were voted upon during a meeting of the Board of Directors, and which communications evidence the Directors' approval of such action.

ARTICLE V (FEES)

Player registration fees, sponsor fees and admission fees shall be discussed at regular business

meetings, with an effort to have those fees set no later than the month of October for the following season. The Board of Directors shall subsequently determine what those fees shall be and the manner in which each shall be collected for the upcoming season.

ARTICLE VII (AMENDMENT)

These by-laws, or any section thereof, may be amended or repealed by a two-thirds vote of the Board of Directors present at any stipulated meeting: provided that written notice of such proposed change or changes over the signature of the Secretary shall be sent to each Board member (Officers and Directors) prior to the meeting at which the proposed change or changes will be submitted for a vote.

ARTICLE VIII (PARLIMENTARY AUTHORITY)

“Robert’s Rules of Order” shall be the parliamentary authority on all matters not covered by the constitution and by-laws of the League.

ARTICLE IX (ORDER OF BUSINESS)

The usual order of the business for all meetings shall be:

1. Call to order by the President or presiding officer.
2. Roll call by the Secretary.
3. Approval or disapproval of the minutes of the previous meeting.
4. Treasurer's Report.
5. Reports of Committees.
6. Unfinished Business.
7. New Business.
8. Gallery Comment.
9. Review and calendar important dates/events, with attention to the 12-month calendar at a glance.
10. Adjournment.

Approved and Adopted by the Board of Directors this _____ day of _____, 2023.

I, Stacie Linger, hereby certify that these by-laws were adopted in conjunction with said Articles of Incorporation, and replace any prior by-laws adopted by the Cheyenne Youth Baseball League, Inc.

Signed this _____ day of _____, 2023.

BY: _____
President, Board of Directors