

Bylaws of Suncoast Softball League, Inc.

(With Approved Changes as of June 16, 2009)



Mission Statement

*The Suncoast Softball League was organized in 1994 to promote a friendly, competitive and emotionally safe environment for gay and lesbian men and women in the Tampa area to learn and participate in the sport of softball. While we realize opportunities exist outside of this league for softball play, our league exists as **our special place**, affording opportunities to us as a group which aren't available elsewhere. Our goal as a league is to promote sportspersonship, tolerance and acceptance of gay and lesbian men and women as well as those in our community who are friendly and supportive of our ideals.*

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Article One: Membership

Section 1.1 - Membership Qualification (As amended 6/2000, 8/2000 and 11/2007)

- A. The Executive Council shall approve and accept all prospective individuals upon payment of the League's current season's dues and completion of the appropriate membership application form(s).
- B. All prospective individuals who may have been suspended or expelled by the League shall be reviewed by the Executive Council prior to acceptance into the League. A vote of not less than 2/3 (two-thirds) of all individuals of the Executive Council is required to waive an individual's suspension, or reverse an individual's expulsion. An individual who has been suspended, and therefore whose membership is "not in good standing" will be allowed to participate as an individual only and will not be allowed to serve in any leadership capacity, including but not limited to the following: the Executive Council, Team Council, League committees, team manager or coach.
- C. All prospective members shall, upon request, furnish proof of age to the officers of the League.
- D. Membership in the Suncoast Softball League will not discriminate against race, color, religion, sex, national origin, sexual orientation, age or disability. Sexual orientation will not be questioned on any membership form or application due to individual rights to privacy.
- E. Due to safety concerns, each new member must attend an assessment and skills clinic for the purposes of being placed in the proper division. A member will not be permitted to play until they have attended this clinic. Skills clinics will be provided by the League Ratings Committee prior to the start of each season of play, as well as at the Ratings Committee's discretion during season play.
- F. In addition to their membership fees, active players will also be required to pay the appropriate insurance fees for the season of play. Any player who does not pay their insurance fees will be considered inactive and must remain off of the field-of-play during game play.

Section 1.2 - Voting Requirements (As amended 6/2000)

Each member, upon acceptance as a member of the League, shall be entitled to one vote on each matter submitted to the League membership, as long as the membership remains in good standing.

Section 1.3 - Transfer of Membership (As amended 6/2000)

Membership in this League is not transferable or assignable. Should a membership be terminated, the current season's dues shall not be refundable. Should a member who was previously expelled apply for membership by completing his or her application and paying the current season's dues not be accepted by the Executive Council, the current season's dues will be refunded.

Section 1.4 - Term of Membership (As amended 8/1997 and 6/2000)

Upon paying the membership fee, any individual shall be a member of the Suncoast Softball League, *subject to Section 1.1*. The membership shall be valid until such time as a future membership fee is past due.

Section 1.5 - Standing (As amended 6/1995 and 6/2000)

- A. A member whose application and dues are accepted and who is not currently suspended or expelled will be a member "in good standing" with all rights and privileges afforded as such under this instrument.
- B. A member may be suspended or expelled, and membership may be suspended or terminated or canceled at any time for conduct in violation of the Bylaws or the League rules, for conduct improper or prejudicial to the best interest of the League or for past due fees.
- C. A member that is currently suspended and membership that is currently suspended will cause that member to be "not in good standing," losing all rights and privileges afforded as such under this instrument.

Section 1.6 - Dissolution of Corporation (Added 4/2001)

If the membership of the Suncoast Softball League, Inc. votes to terminate the corporation by a vote of not less than $\frac{3}{4}$ of its remaining active members, or if no members exist and the corporation is disbanded, all remaining corporate assets will be donated to a nonprofit organization as is required by law.

Article Two: Meeting of Members

Section 2.1 - Annual Meeting (As amended 6/1999 and 6/2000)

The members in good standing present at the Annual Meeting of the members which is duly called should constitute the determination for a quorum at such meeting. The annual meeting is open only to members in good standing..

Section 2.2 - Special Meetings

Special meetings of the members may be called by the Commissioner, the majority of the Executive Council, or not less than one tenth (1/10) of the total League membership by petition to the League Commissioner or Secretary.

Section 2.3 – Place of Meeting

The Executive Council may designate any place as the place of meeting for any annual meeting or for any special meeting so long as it shall be held within the boundaries of the Greater Tampa Bay Area.

Section 2.4 - Notice of Meeting (As amended 6/29/2004)

Written or printed notice stating the place, day and hour of any meeting of members shall be delivered personally, by mail or electronic mail (email) to each team's Registered Team Representative for distribution to their team members. This notice will be delivered no less than seven (7) or more than twenty-one (21) days prior to the date of such meeting. In the case of a special meeting, the purpose or purposes for which the meeting is called shall be stated in the notice.

Section 2.5 - Quorum (As amended 6/2000)

The members in good standing present at any meeting of the members, which is duly called, shall constitute a quorum at such meeting. Meeting is open only to members in good standing.

Section 2.6 - Order of Business (As amended 6/29/2004)

At the annual meeting of the members, unless otherwise directed by a vote of the majority of members present, the order of business shall be as follows:

- A. The reading of the minutes of the last annual meeting of the members and every special meeting of the members held subsequent thereto.
- B. Report of the Executive Council
- C. Report of Special Committees
- D. Installation of New Officers
- G. Proposed Budget Outline for the following fiscal year beginning July 1st will be presented, which will be approved at the July joint meeting of the Executive Council and Team Council.
- F. Proposed amendments to the Bylaws
- G. Old Business
- H. New Business

Article Three: Executive Council

Section 3.1 - General Powers (As amended 8/1997 and 6/2000)

The affairs and funds of the league shall be managed by the Executive Council, subject only to Article 6.7 of this Instrument.

Section 3.2 - Number, Tenure (As amended 4/1999 and 4/2001)

The Executive Council shall consist of up to eight (8) members hereunto known as Officers who shall be elected by and from the membership of the League, as hereinafter provided. Each Officer shall hold office until a successor, who shall have been qualified and elected, is installed at the annual meeting of members, unless such officer shall sooner resign, be removed or otherwise be unable to perform the duties as an Officer.

Each voting officer will be elected for a one year term.

Section 3.3 - Vacancy (As amended 8/1997 and 6/2000)

Any vacancy occurring on the Executive Council may be filled by the Executive Council and the appointee shall be a member in good standing and shall hold office for the remainder of the term of the member who he or she succeeded. Such appointee however, shall not be disqualified for election for a full succeeding term.

Section 3.4 - Regular Meeting

Regular Meetings of the Executive Council shall be held at a time and place to be determined by the Executive Council.

Section 3.5 - Special Meetings (As Amended 6/29/2004)

Special Meetings may be called by the Commissioner giving two (2) days notice to each Officer, either personally, by telephone or by electronic mail (email). Special meetings shall be called by either the Commissioner or Secretary on the request of any three(3) Officers serving like notice as outlined above.

Section 3.6 - Quorum (As Amended 4/2001)

A majority of the voting members of the Executive Council shall constitute a quorum for the transaction of business at any meeting of the Committee; but if less than a majority of the Officers is present at said meeting, a majority of the Officers present may adjourn the meeting from time to time without further notice.

Section 3.7 - Manner of Acting

The act of a majority of the Officers present at a meeting at which a quorum is present shall be the act of the Executive Council, unless the act of a greater number of Officers is required by these Bylaws.

Section 3.8 - Involuntary Resignation (As amended 6/2000)

Any member of the Executive Council who shall absent himself or herself from two (2) consecutive regular meetings of the Executive Council, unless previously excused by the Commissioner, may be deemed to have resigned as a member of the Executive Council and may be replaced in accordance with the provisions stated in these Bylaws.

Section 3.9 - Removal (As amended 8/1997 and 6/2000 and 8/2000)

The Team Council shall have the power to remove any Officer of the League by an affirmative vote of at least 2/3 (two-thirds) of the entire Team Council for reason of conduct not in the best interest of the League, or for failure, refusals, or inability to perform the official duties of the office.

Section 3.10 - Compensation

The Executive Council shall serve without compensation, but are exempt from paying annual membership dues during their term.

Section 3.11 - Committee Involvement

The Executive Council shall assign committee responsibilities to each Officer and/or a duly appointed Representative of the Executive Council.

Article Four: Officers

Section 4.1 - Officers (As amended 4/1999, 6/2000 and 4/2001)

The Executive Council shall consist of Eight "Officers". They shall be a Commissioner, up to three Assistant Commissioners, a Secretary, a Treasurer, a Parliamentarian and a NAGAAA Representative / League Compliance Officer. Officers work on behalf of all league members, and will at all times make decisions in the best interest of the league as a whole. As such, Officers are ineligible to serve on the Team Council as a Registered Team Representative as long as they maintain their office.

Section 4.2 - Commissioner (As amended 6/1999, 6/2000 and 4/2001)

The duties of the Commissioner shall include but are not limited to:

- A. Presiding at all formal meetings of members, Executive Council and Team Council, appointing a non-voting secretary and/or parliamentarian for such meeting if league secretary and/or parliamentarian is absent. (Appointee maintains vote if he or she is also the official Registered Team Representative of a team.)
- B. Serving as the tie-breaker vote on the interpretation and intent of the Constitution, Bylaws, and Rules of the League.
- C. Serving as an authorized signatory on the League checking account(s) and on any funds managed by the League.
- D. Overseeing all day to day functions of the League.
- E. Serving as liaison between the League and any city's park and/or recreation department.

Section 4.3 - Assistant Commissioners (As amended 6/1999, 6/2000, 6/2001, 6/2004 and 6/2007)

An Assistant Commissioner must play in the division they are representing and will be elected only by the League members within their respective division. Divisions are to follow NAGAAA guidelines. If a division is added in mid-year that further expands the league, a representative advocate will be appointed by the Commissioner until such time as the League decides whether to further expand the offices of the Assistant Commissioner.

At the Annual Membership meeting, a Senior Assistant Commissioner would be selected from the three elected assistant commissioners and designated as such by a simple majority of the members present. The duties of the Senior Assistant Commissioner shall include but are not limited to:

- A. Performing all duties and exercising all powers of the Commissioner during the Commissioner's absence or disability.
- B. Becoming the acting Commissioner should the commissioner resign or be removed from office, or otherwise be unable to fulfill his / her term. The Senior Assistant Commissioner will remain acting commissioner until the next Spring election, when a new commissioner will then be elected for a new, one-year term.
- C. Acting as an advocate for the division he or she represents in the Executive Council including the recruitment of players for teams in this division.
- D. Will conduct any divisional managers workshops as called for in Section 6.8

The duties of the Assistant Commissioners shall include but are not limited to:

- A. Acting as an advocate for the division he or she represents in the Executive Council including the recruitment of players for teams in this division.
- B. Assisting the Commissioner and the Senior Assistant Commissioner with duties as assigned.
- C. Will conduct any divisional managers workshops as called for in Section 6.8

Section 4.4 - Secretary (As amended 6/1999, 6/2000, 6/2007)

The duties of the Secretary shall include but are not limited to:

- A. Keeping minutes of Executive Council meetings, Team Council meetings and of General Membership meetings, recording meetings if necessary, and publishing draft of minutes of all meetings via e-mail and/or US Mail to all Team Representatives within 7 days (subject to revisions and approval at next meeting.).
- 1B. Maintaining an official record of the Constitution, Bylaws, Rules of Play and amendments and changes thereto.
 21. Will present to the Executive Council at the annual meeting (Article 2, Section 2.1) any proposed amendments to the Bylaws or Constitution.
 2. Will work with Parliamentarian gathering information concerning infractions or petitions for changes to these bylaws from within the League.
 3. Will oversee the printing, including all changes of these Bylaws, by the deadline set each year.
 4. Will mail or deliver changes as required in Section 9.1 to all teams by the required deadline prior to annual meeting.
- C. Maintaining a record of all members of the League and their respective current mailing address.
- 1D. Keeps record of current usernames and passwords for web hosting account.

Section 4.5 - Treasurer (As amended 8/1997, 6/2000, 4/2001, 6/2007)

The duties of the Treasurer shall include but are not limited to:

- A. Accounting monthly for all dues and moneys collected by the League.
- B. Accounting monthly for all disbursements made by the League.
- C. Having custody of the checkbook(s) of the League and the checkbook(s) of any funds managed by the League.
- D. Depositing of all monies of the League in such banks as shall be specified by resolution of the Executive Council.
- E. Making disbursements and having charge of the financial affairs of the League and of any funds managed by the League under authorization of the Executive Council.
- F. Collecting of all dues and moneys owed the League.
- G. Account for all expenses and income from all fund raising efforts and deposit all profits into the appropriate League checking account(s).
- H. In the above, the treasurer manages all accounts, including regular seasons and the Gasparilla Softball Classic.
- I. Will serve as authorized signatory on all League checking account(s).
- J. Present to the Executive Council and the Team Council a monthly report containing the following: 1) Monthly Transactions Ledger showing all transactions for the previous month; 2) Income Statement for previous month and year to date; 3) Balance Sheet showing all monies owed to the League and monies owed by the League. All league finances, including committee funds, will be included in this report. Any monies held on behalf of Teams must also be listed under monies owed.; 4) Copy of Bank Statement(s) for each League account; 5) footnote accounting for all league assets.

Section 4.6 - Parliamentarian (As amended 6/2000, 6/2007)

The duties of the Parliamentarian shall include but are not limited to:

- A. Maintaining order at all meetings.
- B. Ruling on Parliamentary procedures at all formal meetings of the Executive Council , Team Council and general membership.
- C. Establishing and chairing an Arbitration Committee to resolve all protests and disputes.

Section 4.7 - NAGAAA Representative - League Compliance Officer (As amended 4/2001, 6/2007)

The duties of the NAGAAA Representative - Compliance Officer shall include but are not limited to:

- A. Serving as the official voting representative of the League on the Council of the North American Gay Amateur Athletic Alliance (NAGAAA).
- B. Shall ensure that the league is kept up-to-date with all NAGAAA rules, all changes and ensure that the league is compliant with all NAGAAA requirements.
- C. Shall monitor all league functions as required in the by-laws, rules of play and Executive Council / Team Council votes and report on a monthly basis to the Executive Council / Team Council the status of the above.
- D. Will serve as an ex-officio member of the Executive Council and Team Council, serving in an independent advisory manner only.
- E. Will report at the annual meeting and all special meetings of the members the status of the league from a compliance perspective.
- E. Unlike other officers, will be elected for a two year term beginning in May 2001.
- F. The NAGAAA Representative - League Compliance Officer must have been a member of the Executive Council for at least two years and must be familiar with all aspects of league and NAGAAA rules.

Section 4.8 - Exclusive Powers (As amended 8/1997 and 6/2000 and 8/2000)

The Executive Council shall have the following exclusive powers, subject to article 6.7 of this instrument:

- A. Enforcement of the penalties for violation of the League rules.
- B. Prescribe additional duties for any of the Officers in addition to those set forth in these Bylaws.
- C. To set fees for membership at its discretion. The Executive Council, in addition to the foregoing specific powers, shall have the power to manage all affairs of the League and to act on any and all questions relating in any manner whatsoever thereto, and to make all contracts necessary for the proper transaction of all League business.
- D. Upon a vote of not less than two-thirds (2/3) of the entire Executive Council, to suspend or expel a member for conduct in violation of these Bylaws or rules, or for conduct improper or prejudicial to the best interest of the League.
- E. Be responsible for the preparation of annual IRS reports, including the hiring of a CPA, if necessary.

Article Five: Committees

Section 5.1 - Creation of Committees (As amended 6/2000)

Committees may be created by resolution of the Executive Council adopted by a majority vote of the Officers. Except as otherwise provided in such resolution, members of each committee created shall be members of the League in good standing and an Officer shall be assigned as an advisory member to each committee.

Section 5.2 - Removal of Committee Members

Any member of a committee may be removed by a majority vote of the Executive Council, whenever in their judgement the best interest of the League shall be served by such removal.

Section 5.3 - Term of Office

Each member of each committee shall service until the next annual meeting of members and until his successor is appointed, unless such committee shall sooner be terminated or unless such a member shall resign or be removed from the committee.

Section 5.4 - Vacancy

Any vacancy in the membership of any committee may be filled by appointment as provided in Section 5.1.

Section 5.5 - Chairperson

The commissioner shall appoint one member of each committee created to serve as the chairperson of such committee.

Section 5.6 - Rules

Each committee may adopt rules for its own government not inconsistent with these Bylaws or the rules adopted by the Executive Council.

Section 5.7 - Creation of Eight (8) Permanent Committees (As amended 6/2001, 6/2004, 6/2006, 11/2007, and 6/2009)

There will be created Eight (8) committees of the Suncoast Softball League. The Gasparilla Softball Classic Committee, Sports Information/ Events /Awards Committee, Election Committee, Audit Committee, Arbitration Committee, Website Committee, Hall of Fame Committee, and Ratings Committee.

A. The Gasparilla Softball Classic Committee: **(See Article Fourteen)**

1B. The Sports Information/Events/Awards Committee shall consist of the following members and their duties and functions:

The Sports Information/Events/Awards Committee Chairperson: The Sports Information/Events/Awards Committee Chairperson shall be appointed by the Commissioner with approval from the other Executive Council members. The chairperson of this committee will serve as its director and will be responsible for selection or appointment of a minimum of three other league members to serve on the committee. The duties of this committee shall include, but are not limited to:

11. Providing awareness of the league throughout the Tampa Bay metropolitan area for the purpose of recruitment of new members, players, teams and sponsors.
2. Providing consistent and organized advertising messages and public relations articles to all available media throughout the Tampa Bay area.
3. Providing a means by which a person(s) interested in becoming a member, player, team or sponsor of the league can readily obtain information about the league. All expenditures of the committee will be pre-approved by the Team council on an as needed basis.
4. Coordinating, scheduling and planning, in conjunction with the Executive Council, all fund raising activities on behalf of the league. These fund raising activities include concessions, the Miss/Mr. Suncoast Softball fund raiser, other charity fund raisers and any others that the executive council or managers council votes to do. All fund raising activities will be planned, scheduled and presented to the executive council no later than two weeks prior to the beginning of each new season (beginning with Spring 1999 season.)
5. Coordinating, scheduling and planning, in conjunction with the Executive Council, all social activities on behalf of the league. These social activities include host bars, opening and closing ceremonies, closing party and end of year party. All social activities will be planned, scheduled and presented to the Executive Council for approval no later than two weeks prior to the beginning of each season, beginning in Spring 1999. All expenditures of the committee will be pre-approved by the Team council on an as needed basis.
6. The League will give the following awards, to be handled each year by the Executive Council.
 - 2a. First, second and third place trophies.
 - 3b. An award for each member of the first place team.
 - 4c. Participation plaques to remaining teams.
 - 5d. Tim Blunk Memorial Commissioner's Award given to the person (player or non) who contributed most to the League. This award is voted upon by the Executive Council.
 - 6e. Steve White Memorial Spirit Award is given to the team that displays true spirit during the entire year. Qualifications for the award will be:
 1. Support of all League Activities.
 2. Sportsmanship during softball play.
 3. Establish and maintain comradeship among team players and other teams in the League.

Nominations for the Spirit Award must be in writing in a form chosen by the election committee and submitted during the Spring nomination period. The Team Council will then formally nominate three teams, from which the winner will be selected by the general membership during Spring elections. The team receiving a plurality of votes will be declared winner.

7f. Team Tampa Bay Award is given to the player that contributes most to the League during the season.

Qualifications for the award will be:

1. Support of all League Activities.
2. Sportsmanship during softball play.
3. Establish and maintain comradeship among team players and other teams in the League.
4. Serves on one or more committees during the season.
5. Nominations for the Team Tampa Bay Award must be in writing in a form chosen by the election committee and submitted during the Spring nomination period. The Executive Committee will then formally nominate Six candidates, from which the winner will be selected by the general membership during Spring elections. The player receiving a plurality of votes will be declared winner.
6. Entitlement for Team Tampa Bay Winner: Pays no dues for as long as he or she participates in the League. The winner, along with three finalists, will be recognized for their contributions at the end of the year.

g. J.W White Inspirational Award **(Added 6/2009)** -

is given to the player that demonstrates sportsmanship and inspiration to league members throughout the year. Qualifications for the award will be:

1. Support of all league activities.
2. Sportsmanship during softball play.
3. Establish and maintain comradeship among team players and other teams in the league.
4. Assists in the mentoring of new players.
5. Ensures that our league remains a safe and accepting environment for all.
6. Exemplifies the award description above.

C. The Election Committee (See Section 11.5)

D. Audit Committee: **(As amended 6/2000, 4/2001, 6/2007)**

11. The Commissioner, with the approval of the Executive Council, shall appoint a member as the Audit Chairperson at the June meeting of the Executive Council and Team Council.

22. The Audit Committee shall audit the previous year's regular season and tournament books and report to the Executive Council and Team Council at the August meeting of the Executive Council and Team Council.

E. Arbitration Committee:

11. The committee will be chaired by the Parliamentarian who will only vote in case of a tie.

22. To serve as the body to receive grievances from members about players or teams in possible violation of rules and, after hearing the grievance, to bring such grievance to the Officers with a recommendation for any penalties which may be assessed. (This function is not a protest committee for protests involving actual play of game.)

3. The committee shall consist of 1 (one) rostered member in good standing from each team.

F. Website Committee: **(As amended 6/2007)**

1. The Commissioner shall be the liaison for the Website Committee and give final approval before any updates are posted to the league's website.

12. Each July the commissioner shall appoint two individuals to maintain the league's website. These members can come from the general membership of the league and should have experience with maintaining and updating websites.

3. This committee will be responsible for updating the game results each week, posting upcoming events, and maintaining the schedule and season over season results.

G. Hall of Fame Committee: **(As amended 11/2007)**

1. The committee shall consist of three members from the Suncoast Softball League Hall of Fame.

2. The Executive Council shall appoint the chairperson and two committee persons each year after the installation of new officers.

3. The Chairperson and two committee members shall be current members of the Suncoast Softball League if available. If there are not enough current members of the Suncoast Softball League that will serve on the Hall of Fame Committee, then any member of the Hall of Fame may serve as a member of the Hall of Fame Committee.

4. The Hall of Fame Committee will report to the Executive Council on all functions regarding the Hall of Fame

including but not limited to funds needed, website, applications for new membership and voting for Hall of Fame membership.

5. All communications from the Hall of Fame Committee to its members shall be copied to the League Commissioner and Secretary.
6. The Hall of Fame Committee shall keep a registry of current address (mail and email) on all members of the Hall of Fame. This registry shall be forwarded to and maintained by the League Commissioner and Secretary.

H. Ratings Committee. **(Added 6/2009)**

1. The committee shall consist of the League Commissioner, each division Commissioner (currently B, C and D) the NAGAAA Representative and three members in good standing (one selected from each division) appointed by the Executive Council at the July EC meeting.
2. If there are vacant Assistant Commissioner Positions, the Executive Council may appoint additional individuals to serve on this committee to fill the vacancies.
3. The members appointed by the Executive Council must have the following qualifications.
 - a. played at least 3 years in a NAGAAA sanctioned league.
 - b. Demonstrate a strong understanding of the rating system and how NAGAAA interprets the ratings questions.
 - c. Demonstrates a strong understanding of the game of softball and the 4 basic softball skills used in the NAGAAA ratings... Throwing, Fielding, Base Running and Hitting.
4. If the Executive Council cannot find a qualified member in a particular division, they may fill that vacancy with any other member of the league that does meet the qualifications.
5. The Ratings Committee will be responsible for watching players throughout the year and keeping record of their skills progress or decline.
6. Each Spring season of the Suncoast Softball League, the Ratings Committee will be responsible for the review and approval of all individual player ratings submitted by the Coach/ Manager of each team active in the league at that time. The Ratings Committee will establish a deadline for player ratings to be submitted for their review. When a player's rating is initially submitted, the Ratings Committee will make the final decision on any player's rating being lowered or raised from a prior season.
7. Once this review is completed, the collective league ratings will be provided to the Coach/ Manager for their team only. Once the approved and reviewed ratings have been issued, the Coach/ Manager will have an appropriate period of time in order to appeal ratings adjustments made by the Ratings Committee and will be presented to the Team Council at the April meeting each year. This Time line will establish deadlines to file appeals, as well as an appeal hearing date and time.
8. The player rating that is submitted to NAGAAA is to be reflective of the player's performance at the time of submittal by July 15th each year.
9. The NAGAAA representative's responsibility is defined as a point of reference, as well as making recommendations to the Ratings Committee to ensure NAGAAA guidelines are being adhered to for player ratings.
10. The NAGAAA representative does not get a vote when determining a player's rating.

Article Six: Team Council (Changed all references from Manager's Council in 6/2000)

Section 6.1 - Team Council Members (As amended 8/1997 and 6/2000)

The Team Council, hereinafter referred to as the Council, shall consist of 1 (one) Registered Team Representative from each team, subject to Section 4.1 - Officers. This member will be selected by each team in a manner in which they choose. The Registered Team Representative will serve until such time as a new Registered Team Representative is selected and the League Secretary is notified in writing of such change. All Registered Team Representatives must be members in good standing. A second team member may attend Team Council meetings, but may not at times be recognized to speak, and

may not vote.

Section 6.2 - Meetings (As amended 8/1997 and 6/2000)

Meetings of the Council shall be held from time to time in conjunction with the meeting of the Executive Council. Meetings will be called by the Executive Council with notice to be given or mailed to each member, unless they have been notified of the meeting at the prior council meeting. Special meetings of the Council may be called by a majority of the members on four (4) days written notice to each member of the Council and to the Executive Council. Meetings of the Team Council will be chaired by the Commissioner, who will vote only in case of a tie.

Section 6.3 - Quorum (As amended 6/2000)

A majority of the Council members shall constitute a quorum for the transaction of business at any Council meeting; but if less than a majority of the members is present at said meeting, a majority of the members present may adjourn the meeting from time to time without further notice. If a team misses a meeting where a quorum is not reached, said teams may be fined up to \$100 and may have games suspended until paid in full.

Section 6.4 - Manner of Acting

The act of a majority of the Council members present at a meeting at which a quorum is present shall constitute the act of the Council.

Section 6.5 - Compensation

The Council members shall serve without compensation.

Section 6.6 - Duties of the Council (As amended 6/2000)

The duties of the council shall be:

- A. Review the rules of play and make recommendations for changes or revisions. Those members present will vote on any changes or revisions for their respective divisions. Any change / revisions will be in effect for that season.
- B. To approve the League schedule prior to the beginning of League play.
- C. To approve the method of determining the League Championship team.
- D. To act as a liason between the general membership and the Executive Council. As such, the Registered Team Representative will attend all meetings, either in person or by proxy, to obtain information and facilitate communication between the Executive Council and the general membership.
- E. To select three teams from those nominated who will then be voted on by league members for Spirit Award.

Section 6.7 - Exclusive Powers (As amended 6/2000, 8/2000)

The Team Council shall the power to overturn any decision of the Executive Council by a vote of not less than 2/3 (two-thirds) of all Registered Team Representatives. Each team must maintain a Registered Team Representative with the League Secretary at all times. A team maintains its Registered Team Representative until such time as new team fees are past due.

Section 6.8 - Divisional Managers Workshop (As amended 6/2000, 6/2007)

Divisional managers workshops may be called when needed.

Article Seven: Rules of Banking

Section 7.1 - Checks and Drafts (As amended 8/1997, 6/2000)

All checks and drafts or orders for payment of money issued in the name of the League or in the name of any fund managed by the League, shall require two authorized signatures as set forth under the duties of the Executive Council. In the event that a fund is managed by the League for a specific committee, then the Chairperson of that committee may serve as an authorized signatory on such fund if provided for in the resolution creating the Committee. All expenses up to \$100 must be approved by the commissioner in advance. For an expense not exempted by the annual budget, any expense over \$100 must be approved by the Executive Committee in advance. In addition, for expense not exempted by the annual budget over \$500 must have at least two competitive bids, in writing, prior to being approved.

Section 7.2 - Deposits

(As amended June 1995) All funds of the League or funds managed by the League shall be deposited to the appropriate account in such insured financial institution as the Executive Council shall select. All funds received must be deposited within three (3) business days of receipt. The monthly financial institution statement must be reconciled by the 16th of the month, following receipt of the statement.

Section 7.3 - Gifts

The Executive Council may accept on behalf of the League any contribution, gift, bequest or devise for general purposes or for any special purpose of the League.

Article Eight: Fiscal Year (As amended 4/2001, 6/2007)

The fiscal year for the Suncoast Softball League, Inc. shall be from 1 July until 30 June, beginning in 2007.

Article Nine: Amendments

Section 9.1 – Amendments (As amended 6/1995, 6/2000, 6/2007)

The bylaws, or any part hereof, may be amended, modified, or repealed at the annual meeting of the members, or at a special meeting of the membership, in accordance with Article Two, Section 2.5. When any amendment, change or modification of the Bylaws is to be proposed at such a meeting of the membership, a notice of such meeting containing a recitation of the article(s) or section(s) to be amended, and including that proposed amendment, shall be posted at the playing field, included in the prior month's newsletter and delivered personally or by mail or e-mail to each Registered Team Representative for distribution to and discussion with their team members. In all cases, notification must be made at least ten (10) days prior to the membership meeting. Acceptance of amendment(s) to the Bylaws shall require an affirmative vote of not less than 2/3 (two-thirds) of all members present and voting.

Article Ten: Publication

Section 10.1 - Publication of Constitution, Bylaws and Rules (As amended 6/1995 and 6/2000)

A copy of the League rules of play shall be provided prior to the start of each season to each Registered Team Representative upon payment of team fees.

A copy of these by-laws shall be provided to each Registered Team Representative annually at the first meeting of the fiscal year of the Executive Council and the Team Council, or as soon as possible thereafter (including new teams.) Additional copies shall be made available to any League member upon request.

Article Eleven: Nomination and Election of Officers

Section 11.1 - Qualification of Nominees (As amended 8/1997 and 6/2000)

Each nominee shall be selected from the spring League membership roster. In addition, to be certified as qualified to run for an office, one must meet the following qualifications:

11. Be a playing member of the League for the previous fall and current spring seasons **OR** be a non-playing member who has served on a League or Tournament committee for the previous fall and current spring seasons.
2. Be a member in good standing.
3. Comply with all election rules as set forth by the election committee.

Section 11.2 - Nominations by Members

Any member of the League in good standing may nominate any member of the League in good standing for any position on the Executive Council to be filled in the election. Such nomination shall require a seconding nomination for the person to be entered as a candidate for the position. In addition, the person nominated must affirm his or her commitment to the position.

Section 11.3 - Limitations for Nominating

A member may be nominated for more than one position, but the nominee may only run for one office at one time.

Section 11.4 - Election of Officers (As amended 8/1997 and 6/2000 and 4/2001)

The election of Officers shall be conducted during the next to the last scheduled week of play. Run-offs, if necessary, will occur on the last week of play. The nominee who receives a majority of the votes (over 50%) cast **in the election** shall be declared to have been elected to the office. Should no candidate obtain the majority of the votes cast, a run-off vote will be taken between the two candidates who obtain the largest number of votes.

Nominations will officially open, and the election committee will make nomination forms available, at the first pitch two weeks prior to the scheduled election. Nominations will officially close when the last out is made on the week prior to the scheduled election.

In the event of rain-outs and schedule conflicts, the Executive Council shall modify these dates only when necessary to achieve a fair election. Any changes shall require a 2/3 majority vote of the Executive Council and the Team Council.

Section 11.5 - Election Committee

The Executive Council shall appoint three (3) members to serve as the Election Committee, to be announced at the April meeting of the Executive Council / Team Council.

1. The Election Committee shall appoint a Chairperson.

Duties shall include, but are not limited to:

- a. Verify nomination and second, in writing, of all prospective nominees.
- b. Verify eligibility of nominees (must be Spring member and meet requirements in Section 11.1) and voters.
- c. Prepare ballots, run the election, and report results to the League Membership by announcing winners only (no vote totals) at the closing party to be held on the evening of the last day of play, or post the field on the last day if no party is scheduled. Run-off election results will be certified and announced through Softball hotline, and included in next newsletter / mailing or e-mail.
- d. Election Committee Chairperson will be present to present the new officers at their installation during the annual meeting.

Article Twelve: Duties of the Registered Team Representative and of the Manager / Coach (As amended 6/2000)

Section 12.1 - Team Manager / Coach and Registered Team Representative

Each team will have an individual or individuals that will serve as a manager, coach, or manager / coach and a player or member who will serve as the team's Registered Team Representative. This can be the same person. The duties of this individual(s) will be:

- A. Should attend all Team Council meetings in accordance with Article Six (or have a designated representative in attendance.)
- B. Inform the Assistant Commissioner of the division in which the team plays of any new individual(s) in the community that have expressed interest in becoming a playing or non-playing member of the League.
- C. Disseminate League information to team members, both playing and non-playing.
- D. Provide team members to assist as volunteers during fundraising events or tournaments.
- E. Inform team members of all League activities to include distribution and accountability of all League raffle tickets and admission tickets to League activities.
- F. Ensure that all League forms are fully completed and presented to the League Secretary by the due date as established by the Officers. Also ensure that all team members' dues are paid and attached to the membership applications.
- G. Ensure that a current playing roster is turned in to the Secretary whenever there is a change to that roster.
- H. Ensure there are sufficient playing members for all games.
- I. Ensure that all team members adhere to Rules of Play.
- J. Comply with any additional guidelines as directed by the Executive Council.

Section 12.2 - Involuntary Resignation

Any member of the Team Council who shall absent himself or herself from two (2) consecutive regular meetings of the Team Council without another member serving in his or her place, unless previously excused by the Commissioner, may be deemed to have resigned as a member of the Team Council and may be replaced in accordance with the provisions stated in these Bylaws. A team would be required to immediately appoint or elect a new Registered Team Representative and notify the League secretary of such.

Article Thirteen: NAGAAA Participation (As amended 8/1997, 6/2000, 6/2004 and 11/2007)

Section 13.1 - NAGAAA Rules

If a subject is not covered in the Bylaws of the Suncoast Softball League, the rules of the North American Gay Amateur Athletic Alliance (NAGAAA) shall apply.

Section 13.2 - Qualifying for NAGAAA World Series Play (As amended 11/2007, 6/2009)

Each member city of NAGAAA must comply with NAGAAA rules for participation to be allowed in World Series Play.

11. Team rosters required to be released to NAGAAA will be taken from teams participating in our *Spring Season*.
2. Per NAGAAA rules, this season will be a minimum of six scheduled games.
3. Based on the then-current NAGAAA rating system, teams will be placed into divisions and their participation and eligibility in the NAGAAA World Series will be determined based on their ratings. In the event there is only one team in a particular division, then that team will play exhibition games only against other league teams. **(amended 6/2009)**
4. A maximum of four teams may go to the World Series. Unless changed by an affirmative vote of the Executive Council, our League may enter up to one 'A' team, up to two 'B' teams, up to two 'C' teams and up to two 'D' teams. The first place winners in the 'A', 'B', 'C' and 'D' divisions will earn the right to represent Tampa in the World Series. If the winning team in a division chooses not to participate, the right would transfer to the next highest finishing team in the same division, and so on in each division. If the fourth berth for entry into the World Series is available, it will be awarded to a team from the largest division first, with the best division record of the teams remaining in that division.
5. Each manager and/or coach must sign a written statement of compliance with all NAGAAA rules prior to acceptance for World Series play. Once signed, this document will be submitted to the NAGAAA protest committee chair as well as the NAGAAA Commissioner at the beginning of World Series play.

Section 13.3 - NAGAAA MEMBERSHIP

At the writing of this section, NAGAAA membership has helped greatly in the growth of our tournament, and in funding our league's annual charitable contributions. If in the future the benefits no longer outweigh the costs of maintaining membership, the League may choose to discontinue membership. The vote to discontinue NAGAAA membership would require no less than 2/3 (two-thirds) of both the entire Executive Council AND 2/3 (two-thirds) of the entire Team Council.

Article Fourteen: Gasparilla Softball Classic Committee (As amended 8/1998, 6/2000, 6/2007)

Section 14.1 - Statement of Purpose

The Gasparilla Softball Classic is an annual softball tournament produced by the Suncoast Softball League, Inc. each February President's Day weekend. The goals of the Classic are summarized as follows:

11. To provide a tournament-like atmosphere where our League teams can officially begin their softball year, and where many of our players will experience the rich rewards of tournament play for the first time.
22. To encourage participation and provide a place for gay softball teams and players from around the United States and Canada to visit the Tampa Bay area each year for a warm weather winter experience.
33. To serve as a fund raising mechanism to achieve several goals, including but not limited to:
 - A. Funding the Suncoast Softball League's participation in the North American Gay Amateur Athletic Alliance (NAGAAA). (This includes trips for our NAGAAA Representative and Commissioner to the winter and summer meetings, as well as **Annual NAGAAA Membership Dues and mandatory NAGAAA World Series fees.**)
 - B. Raising monies which may be used to offset travel expenses of our League teams to other

tournaments around the country.
OC. Making a donation to a local charity.

4. To work with our League sponsors and other community organizations and Businesses that may benefit from the presence of these winter visitors to our area. Being a member of NAGAAA is not necessary to hold a tournament, but facilitates attendance, since most cities are members and will travel only to other member tournaments. NAGAAA, therefore, encourages attendance at our Classic. The Classic, therefore, should be financially responsible for NAGAAA's expenses. And, our League should benefit from Classic revenues by providing other playing opportunities in cities around the country.

Section 14.2 - The Gasparilla Softball Classic Committee

The Gasparilla Softball Classic Committee shall consist of the following duties and functions, with the approval of the Executive Council. All committee members must be members in good standing:

1. **Tournament Producer:** The Tournament Producer will be selected by the Executive Council. Individuals seeking the position will apply and be interviewed prior to selection of the Producer. The Producer must have either 1) served on the Gasparilla Softball Classic Committee, 2) served on the Executive Committee, or 3) have equivalent experience to successfully carry out the assigned duties in the opinion of the Executive Council before he / she will be considered. The Producer must also be a member of the League per Article One. The Tournament Producer will be chosen and begin work on the following year's tournament by the March meeting of the Executive Council and the Team Council.

Functions of the Producer:

1. Coordinate and oversee each of the following Sub-Committee Chairs and ensure that all deadlines established are met: Awards, Publicity (local), Accommodations / Travel, Publication, Budget / Finance, Volunteers (for the prescribed duties)
 2. Secure the playing fields for the following year's tournament.
 3. Serve as Fund Raising Chairperson: Functions of the Chairperson include:
 - a. To solicit local and / or corporate sponsorship for the Classic.
 - b. Will gather other League members to assist in performing tasks of the committee.
 - c. Other Classic / League functions as dictated by the Executive Council.
 4. Serve as authorized signatory on any funds which are authorized by the Tournament Committee for tournament competition.
 5. The Producer will vote only in case of a tie.
2. **Tournament Director:** The Tournament Director will be selected by the Commissioner, with the approval of the Executive Council. Individuals seeking the position will apply and be interviewed prior to selection of the Director. The Director must have served on the Gasparilla Softball Classic Committee or have been on the Executive Committee before he / she will be considered. The Director must also be a member of the League per Article One. The Tournament Director will be chosen and begin work on the following year's tournament by the August meeting of the Executive Council and the Team Council.

Functions of the Director:

1. Coordinate and oversee each of the following Sub-Committee Chairs and ensure that all deadlines established are met: Select 1 Competition Director for Each Field, Out of Town Publicity, Entertainment / Social, Scheduling, Field Maintenance, Concession (t-shirt sales), Umpires / Officiating, Registration, First Aid, Volunteers (for the prescribed duties)
2. Recruit teams from NAGAAA and non-NAGAAA cities to participate in the Classic.
3. Gather all information from Sub-Committees to be placed in player's and umpire's welcome packets.
4. Serve as authorized signatory on any funds which are authorized by the Tournament Committee for tournament competition.
5. The Director will vote only in case of a tie.

3. Competition Director:

Functions of the Competition Director:

1. Will oversee operations during tournament play.

4. Awards:

Functions of the Awards Sub-Committee:

1. Secure designs and bids for trophies to be awarded to Champions of each division within the Gasparilla Softball Classic.

5. Publicity:

Functions of the Publicity Sub-Committee:

1. To produce entry forms, initial advertising, and information package to be distributed.
2. To design logo for that year, until a logo has been voted upon to remain constant.

6. Entertainment / Social:

Functions of the Entertainment Sub-Committee:

1. Will work in accordance with Social Committee Chairman (Section 5.7, D, 1).
12. Will organize an opening and closing event for the Gasparilla Classic.
23. Will compile a list of host bars and their specials and events throughout Classic weekend.

7. Accommodations / Travel:

Functions of the Accommodations Sub-Committee:

1. Present a list of hotels so that a Host and Alternative Hotel may be voted on.
2. Arrange for group discounts on rental cars when possible.
3. Establish a Host airline with group rates if available.

8. Fund Raising Sub-Committee:

The Fund Raising Sub-Committee shall consist of the following members and their duties and functions:

- a. Fund Raising Chairperson: The chair shall be appointed by the Commissioner to assist in funding for the Gasparilla Softball Classic.

Functions of the Chairperson include:

11. To solicit local and / or corporate sponsorship for the Classic.
22. Will gather other League members to assist in performing tasks of the Committee.
3. Other Classic / League functions as dictated by the Manager's Council.

9. Scheduling:

Functions of the Scheduling Sub-Committee:

1. Create a double elimination schedule for each division within the Classic.
2. Work with the Competition Director to monitor the schedule during tournament play.

10. **Field Maintenance:**

Functions of the Field Maintenance Sub-Committee:

1. Establish field crew for lining and raking.
2. Have emergency procedures in place in case there is rain or unforeseen field damage.
3. Plan for daily pick-up of litter, or ensure that there will be a large trash pick-up facility on site.

11. **Concessions:**

Functions of the Concessions Sub-Committee

1. Gather crew to work concessions booth.
2. Contract independent vendors as allowed by the City of Tampa
3. Present list of concession items to be sold.
4. Work with standing Concession Committee

12. **Publication:**

Functions of the Publication Sub-Committee

1. Design "Welcome Package," maps, entry forms, logos, and needed materials for distribution to participating teams and players.
2. Will secure a minimum of two (2) bids for printing costs.
3. Works closely with other Committees to aid with printing.

13. **Umpires / Officiating:**

Functions of the Officiating Sub-Committee

1. Will obtain a list of Umpires form NAGAAA
2. Will elect UIC with approval of the Executive Council; to serve during Classic.
3. Will contract officials for the Classic.
4. Shall organize Classic's Protest Committee

14. **Registration:**

Functions of the Registration Sub-Committee

1. Will serve as record keepers for the Classic.
2. Will sign up all players, according to the rosters, with proper identification.
3. Registration times are the evening prior to and the morning of the Classic start.

15. **First Aid:**

Functions of the First Aid Sub-Committee

1. To supply all materials needed for medical aid during tournament play.
2. Will contract qualified person(s) to distribute initial care due to injury.

16. **Volunteer:**

Functions of the Volunteer Sub-Committee

1. To supply a list of volunteers and their available times.
2. Work with other Sub-Committee Chairs to establish times where volunteers are needed.

17. Budget / Finance:

Functions of the Budget / Finance Sub-Committee (**As amended 4/2001**)

1. Will work directly with Fund raising Chair and Treasurer from Executive Council.
2. Will compile all proposed expenditures and finances to determine the budget.
3. Will approve all purchases for the Classic.

Section 14.3 - Gasparilla Softball Classic Operations

1. The Gasparilla Softball Classic Committee will be formed by the end of March in the year preceding the tournament, to meet monthly beginning with the appointment of the Tournament Producer at the March Executive Council and Team Council meeting.
2. At the April Executive Council and Team Council meeting, a proposed budget will be presented by the committee and approved by the Executive Council. Committee will then work throughout the remainder of the year on soliciting local advertisers, national advertisers and carrying out the remaining Producer's duties.
3. At the August Executive Council and Team Council meeting, a Tournament Director will be chosen. By the end of September, solicitations to all NAGAAA and non-NAGAAA cities will be mailed, followed up by phone calls. All field and hotel arrangements should be established and finalized at this time.

Section 14.4 - Proceeds

The Classic will maintain start-up capital no less than the amount of \$2,000.00. Additional monies will be distributed as follows:

1. A final accounting of the tournament shall be presented to the Executive Council and the Team Council at the **March** regular meeting. Any outstanding transactions must be noted.
2. From the net income, an amount equal to the yearly expenses for our NAGAAA Representative and Commissioner to travel to a winter and summer meeting (amount to be determined when League budget is approved each year) along with an amount equal to the required yearly NAGAAA membership dues and mandatory NAGAAA World Series fees will be provided.

Article Fifteen: Ratings (as amended 6/06, removed 6/2009 - refer to Section 5.7 Letter H)

At the beginning of each June or after the end of the spring season and prior to the deadline established by NAGAAA, the ratings committee will consist of the Commissioner, Assistant Commissioners of the B, C and D divisions, as well as the NAGAAA representative. Only the Commissioner and Assistant Commissioners of the B, C and D divisions will have voting privileges in upholding or denying the appeal of a player's rating. The vote must be a majority vote of the Ratings Committee members in attendance for the Player Rating Appeal. The NAGAAA representative's role in this process is defined as a point of reference, as well as making recommendations to the Rating Committee to ensure NAGAAA guidelines are being adhered to for player ratings. If there are vacant Assistant Commissioner Positions, the Commissioner may create an interim committee and appoint individuals to serve on this committee. The requirements the Commissioner must adhere to are as follows: the person must have served on the EC for a period no less than 1 year, have a good understanding of the player rating questions and be impartial to each division. The NAGAAA representative at no time shall be permitted to serve as a voting member of the Ratings Committee.

Each Spring season of the Suncoast Softball League, the Ratings Committee will be responsible for the review and approval of all individual player ratings submitted by the Coach/Manager of each team active in the league at that time. The Ratings Committee will establish a deadline for player ratings to be submitted for their review. When a player's rating is initially submitted, the Ratings Committee will make the final decision on any player's rating being lowered from a prior season.

Once this review is completed, the collective league ratings will be provided to the Coach/Manager for their team only. Once the approved and reviewed ratings have been issued, the Coach/Manager will have an appropriate period of time in order to appeal ratings adjustments made by the Ratings Committee. The appeal process deadlines will be established by the Ratings Committee and will be presented to the Team Council at the April meeting each year. This timeline will establish deadlines to file appeals, as well as an appeal hearing date and time.

The player rating submitted to NAGAAA is to be reflective of the player's performance at the time of submittal by July 15th each year.

Article Sixteen - Hall of Fame Membership Criteria (As amended 11/2007)

A. Purpose The purposes of the Suncoast Softball League Hall of Fame (SSL Hall of Fame) are to: provide an historical perspective and perpetuate the history of gay softball in the Tampa Bay area; to document the participation of the Suncoast Softball League in NAGAAA; and to promote our eligible members for consideration for NAGAAA offices and the NAGAAA Hall of Fame.

B. Membership Eligibility Any participant of the Suncoast Softball League, living or deceased, (including players, managers, coaches, scorekeepers, and fans), who have been in our league for at least seven years are eligible for nomination to the SSL Hall of Fame. Nominees should have made significant contributions to our league, our tournament and/or to NAGAAA. (Amendment 6/2008 Eligibility requirements for deceased participants will be waived) Applications for nomination to the SSL Hall of Fame shall be made on or before the third week of the fall season. Nominations will close when the last out of the third scheduled week is made. The applications may be submitted by any person who is familiar with the candidate. We strongly recommend that the application include a photograph of the nominee. The reason for the photo is that names do not always convey the person nominated. A picture is worth a thousand words and could jog the memory of the voting members. This could determine whether or not a nominee is elected into the SSL Hall of Fame. The photo will become the property of the SSL Hall of Fame. Nominated people who are not elected shall be resubmitted for the following year. After the 2 year period, if the candidate is not elected the maker of the applicant shall be notified, and asked to submit an updated application for the nominee. The Hall of Fame Committee will prepare a ballot with the names of all nominees and will submit the ballot with a copy of the applications to the voting members by April 30th of each year. Voting members may vote by mail or e-mail. Votes must be cast by May 15th of that year. The voting members may vote for as many of the nominees as he/she wishes. A nominee must be selected on at least two-thirds (2/3rds) of the ballots cast to become a member of the SSL Hall of Fame. The Chairman of the Committee will tabulate the results of the voting, and notify the nominees, SSL Officers, and the living SSL Hall of Fame candidates of the results. The SSL will schedule a dinner / party / or other function (perhaps as a fund raiser for the upcoming tournament) where each year's winners will be honored. (Amendment6/2008 upon the 20th anniversary of the Suncoast Softball League, in the year 2014 the minimum participation requirement for living members will be increased to 10 years to align with the Hall of Fame requirements of NAGAAA.)

Voting Members:

Voting members shall consist of the following: The living elected members of the SSL Hall of Fame, and all current league members who were original league members (subject to verification). In any case, no person shall have more than one ballot (but may vote for more than one person as outlined.)

Suncoast Softball League Hall Of Fame Membership Application

Name of Nominee: _____

(If Living) Address: _____

City: _____

State: _____

Zip: _____

Phone#: (____) _____

List Seasons and teams with whom the applicant has played / coached:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

League Accomplishments (attach separate paper if necessary)

NAGAAA Accomplishments (attach separate paper if necessary)

Other Qualifications (attach separate paper if necessary)

Article Seventeen – Conflict of Interest Policy

Section 18.1 – Conflict of Interest Policy (As amended 11/2007)

Suncoast Softball League, Inc. will adhere to the Conflict of Interest Policy as delineated in Appendix One of this document.

Section 18.2 – Required Acknowledgement for Meetings (As amended 11/2007)

At the start of any meeting that the Suncoast Softball League, Inc. engages in, all officers, directors, voting delegates, proxies, non-voting committee chairs and members are required to read, sign and adhere to the Suncoast Softball League, Inc. Conflict of Interest Policy.

Article Eighteen - Signatures Section 17.1 Signatures of Adopted Bylaws (As amended 6/2006 and 11/2007)

Commissioner	_____
Assistant Commissioner, B	_____
Assistant Commissioner, C	_____
Assistant Commissioner, D	_____
Secretary	_____
Treasurer	_____
Parliamentarian	_____

Notes:

Note 1: In August 1998, **Sergeant-at-arms** was changed to **Parliamentarian** in all places where it appeared in these by-laws.

Note 2: In August 1998, **Executive Committee** was changed to **Executive Council** in all places where it appeared in these by-laws.

Appendix One – Conflict of Interest Policy

Suncoast Softball League, Inc.

ARTICLE ONE Purpose

The purpose of this conflict of interest policy is to protect this tax-exempt organization's (Suncoast Softball League, Inc.) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

ARTICLE TWO Definitions

1. Interested Person
Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.
2. Financial Interest
A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
 - a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
 - b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

ARTICLE THREE Procedures

1. Duty to Disclose
In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

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2. Determining Whether a Conflict of Interest Exists
After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.
3. Procedures for Addressing the Conflict of Interest
 - a. An interested person may make a presentation at the governing board or committee meeting, but after the

presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
 - c. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
 - d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.
4. Violation of the Conflicts of Interest Policy
- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest it shall inform the members of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
 - b. If, after hearing the member's response and after making further investigations as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

ARTICLE FOUR Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

ARTICLE FIVE Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, for the Organization for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

ARTICLE SIX Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall, prior to each meeting, sign a statement which affirms such person:

- a. Has received a copy of the Conflict of Interest Policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

ARTICLE SEVEN

Periodic reviews

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in impermissible private benefit or in an excess benefit transaction.

ARTICLE EIGHT

Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, Suncoast Softball League, Inc. may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.