



## WESTLAKE BASEBALL ASSOCIATION BYLAWS

### ARTICLE I - MEETINGS AND VOTING

1. The membership of the League shall hold an annual meeting at such place and time as shall be determined by the Board of Directors. Notice of the time and place of the meeting shall be made known to the membership of the League not less than 10 days prior to the date of the meeting.
2. Special meetings of the league membership may be called by the Commissioner or by majority vote of the Board of Directors. Notice of time and place of special meetings of the League membership shall be made known to the membership of the League not less than seven days prior to the date of the meeting.
3. Regularly scheduled Board Meetings will occur monthly between September (pre-season) and June (end of season) as designated by the Commissioner.
  - a. A Public Session will be held at the beginning of each regularly scheduled Board Meeting. After the Public Session the guests will be excused and the Board Meeting will continue.
4. At each annual, special or monthly board meeting of the League every eligible voting member present shall be entitled to vote. There shall be no proxy voting. A majority of those present and eligible to vote shall be required for election and issues brought to a vote.
5. A quorum shall be defined as the presence of a majority of voting Board Members (51%).
6. The Board of Directors or its designated representative shall sit and make final determination of any matter of disagreement, misunderstanding, or question which is referred to that body by any member of the Board of Directors.

### ARTICLE II - ROBERTS RULES

1. The rules contained in the most current edition of "Robert's Rules of Order" shall govern League meetings and meetings of the Board of Directors and League Committees in all cases in which they are applicable and not inconsistent with these Bylaws and any special rules of order the League shall adopt. *(While Roberts Rules are a recognized format for settling procedural matters, they can require interpretation by a knowledgeable person, and, in general, are written for a more formal type of meeting than that usually associated with this type of organization. It is suggested that meetings not be bogged down with constant references to Roberts Rules where no serious challenge to procedure is made).*

### ARTICLE III - ELECTION OF OFFICERS

1. At the meeting prior to the annual meeting, a list of nominations for the Commissioner and Commissioner Elect (in a transition year) for the following year will be solicited.

2. At the annual meeting the Board of Directors will by majority vote elect the officers, including Commissioner and Commissioner Elect (when warranted in a transition year) for the following year.
  - a. Only board members that have attended at least 66% of regularly scheduled Board meetings are eligible to vote on an election of officers.
3. There will be an Executive Committee consisting of the Board officers, as listed below. The Executive Committee will be responsible for strategic planning and initiating the day-to-day management of the WBA as voted upon by the Board of Directors.
  - a. Commissioner
  - b. Commissioner Elect (as needed during transition years)
  - c. Vice Commissioner of Business Services
  - d. Vice Commissioner of Baseball Operations
  - e. Vice Commissioner of Support Services
  - f. Treasurer
  - g. Secretary
4. All other Board Members will be appointed by the Executive Committee for one-year terms.
5. The term of office for all Board Members shall be one year beginning September 1st and ending August 31st.
6. All officers shall be eligible for reappointment.
7. In the event of the death, resignation, or inability of any officer to perform the duties of office, the Board of Directors shall be empowered to select a replacement for such office to serve until the following annual meeting.
8. All Board Members will be subject to all the policies and rules, including Megan's Law.

#### **ARTICLE IV - BOARD OF DIRECTORS**

1. Voting members of the Board of Directors shall include the following positions:

##### **VOTING MEMBERS**

Commissioner	Division Directors
Commissioner Elect	Director of Coaches
Vice Commissioner of Baseball Operations	Director of Umpires
Vice Commissioner of Business Services	Director of Post Season
Vice Commissioner of Support Services	Director of Equipment
Treasurer	Director of Concessions
Secretary	Director of Fields
Registrar	Director of Fundraising
Webmaster	Director of Game Field Scheduling
Agoura Liaison	Director of Practice Field Scheduling
Past Commissioner	Director of Umpire Scheduling
Director of Opening/Closing Day	Foxmoor Homeowner's Representative
Director of Trophies	Director of Team Parents
Director of Pictures	Director of Uniforms
	Director of VIP Division

2. All other WBA positions will not have voting privileges.
3. The Board of Directors shall meet on a monthly basis at such time and place determined by the Commissioner. Special meetings may be called by the Commissioner based on his or her discretion or at the request of three or more members of the board.

4. A Disciplinary Committee shall be formed by the Board and shall have the authority to suspend, discharge or otherwise discipline any Board member, parent, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of the League. See the League Rules for the specific procedures governing operation of the Disciplinary Committee.
5. Changes to the WBA Constitution and Bylaws must be ratified by a majority vote of the Board of Directors present at a regularly or specially scheduled meeting.

#### **ARTICLE V - FINANCIAL POLICY**

1. The Board of Directors shall decide all matters pertaining to the finances of the league, bearing the responsibility to conduct the financial affairs of the League in a sound businesslike manner.
2. To equalize the benefits of the League for all participating teams, solicitation of funds shall be for the treasury of the League and contributions to individuals or teams are prohibited.
3. At the beginning of each fiscal year, the League Treasurer shall prepare and present a comprehensive budget for the upcoming season to the Board. The Board shall approve said budget by a majority of the voting membership of the Board present at the first meeting of the year. All Board members shall be responsible for maintaining expenditures in their various areas of responsibility within the amounts noted in the budget. Any expenditure over the amount budgeted must be approved first by the Board.
4. The WBA will require registration fees to be collected in order to support the budget requirements of this program. A majority of the Board must approve any increase in registration fees prior to implementation.
5. The fiscal operating period of the League shall be September 1st to August 31st of each calendar year.
6. A limited number of "scholarships" will be allowed for those players who can not afford the normal registration fee. The board shall review each case and have the power to approve scholarships. However, the Commissioner has the absolute discretion to award no more than three (3) scholarships.

#### **ARTICLE VI - DUTIES OF THE BOARD OF DIRECTORS**

1. GENERAL DUTIES
  - a. Board of Directors shall have the power to appoint such committees, as it shall deem necessary and to delegate such powers to these committees as the Board deems advisable. The standing committees shall operate under the general supervision of the Commissioner and the Executive Committee.
  - b. The Board shall have the power, by a majority vote of those present at any regular or special meeting, to discipline, suspend, remove, or replace any officer, committee member or member of the WBA Board.
  - c. Duties of the Board of Directors shall include, but are not limited to the following:
    - i. Establish and maintain the Constitution, Bylaws and Rules.
    - ii. Provide for the collection of revenue to support the program.
    - iii. Provide playing facilities and equipment.
    - iv. Establish and maintain standards of player and managerial behavior.
    - v. Manage the affairs of WBA, including but not limited to such things as organization of the divisions each year and establishment of player schedules.

- vi. Manage the property which is owned by WBA, including but not limited to uniforms, equipment, facilities, etc.
- d. In general, the Board shall be organized as described in this Article and as generally shown in the Organization Chart in the Appendix.
- e. All Board members shall hold any and all confidential or sensitive information discussed in board meetings or received in writing or electronically in strict confidence. Specifically, no board member shall discuss any information concerning the selection of managers, coaches, players or player evaluations, board members, disciplinary issues or other topics of a confidential or sensitive nature outside any board meeting.

## 2. DUTIES OF LEAGUE OFFICERS

### a. COMMISSIONER

The Commissioner shall preside at all meetings of WBA at which he/she is present, and shall be the WBA Executive Officer and for the general supervision, direction and control of the business and affairs of WBA. The Commissioner shall have the general powers and duties of management usually vested in the office of president, except where such duties and powers are specifically vested in another office herein. It shall be the duty and responsibility of the Commissioner to call regular, special and annual meetings of the Board and appoint Board members to a Disciplinary Committee.

### b. COMMISSIONER-ELECT

The Commissioner-Elect is a position to allow for continuity and succession. The Commissioner-Elect shall preside at all meetings where the Commissioner can not be present. The Commissioner-Elect is expected to fill any voids in responsibility created by the lack of a designated person to perform a WBA function. The Vice-Commissioners will report to the Commissioner-Elect.

### c. VICE-COMMISSIONERS

- i. The Vice-Commissioners shall preside in the absence of the Commissioner-Elect at meetings, or as requested by the Commissioner. The Vice-Commissioners are also expected to fill any voids in responsibility created by the lack of a designated person to perform a WBA function
- ii. The Vice-Commissioner of Baseball Operations sits on the Executive Committee and supervises the areas of Division Directors, Director of Coaches, Director of Umpires, and Director of Post-Season Play. Directors will be recommended by the Vice-Commissioner of Operations for a vote of approval. The appointed Vice-Commissioner of Operations will also supervise all tryouts and League Draft proceedings. He/she will sit on the Disciplinary Committee.
- iii. The Vice-Commissioner of Support Services sits on the Executive Committee and supervises the areas of Uniforms, Concessions, Equipment, Picture Day, Trophies, Opening and Closing Days, Fields, Fundraising, the VIP Division and coordinates all Post-Season activities. Directors will be recommended by the Vice-Commissioner of Support Services and by the Commissioner and Executive Committee to the Board of Directors for a vote of approval.
- iv. The Vice Commissioner of Business Services sits on the Executive Committee and supervises all business/legal matters related to the League, including Secretary, Registrar, Field Scheduler, Umpire Scheduler, Practice Field Scheduler, Webmaster, Team Parent Director and Agoura Liaison. The Vice-Commissioner is also responsible for and will be the official keeper of the Constitution, Bylaws, and League Rules (together with Vice-Commissioner of Baseball Operations in the case of the League Rules) of the WBA and will be responsible for any revisions the Board may deem advisable. He/She will also be

responsible for any revisions that the Board has approved and see that those revisions are distributed to the Board of Directors. He/She will also sit on the Disciplinary Committee. In coordination with the Registrar, he/she will be responsible for clearing all League Board Members and Managers with regard to Megan's Law.

d. SECRETARY

The Secretary shall prepare agendas for all meetings and keep detailed minutes of all regular and special meetings of the Board. Responsibilities include meeting agendas, notification of meetings, and minutes in advance of all meetings to the Board of Directors.

e. TREASURER

The Treasurer shall keep accurate and complete records of the accounts and business transactions of WBA. The Treasurer shall publish financial summaries to be presented at each regularly scheduled Board meeting. The Treasurer shall maintain the WBA checking account and disperse funds as directed by the Commissioner, in coordination with the Commissioner, Commissioner Elect, Vice-Commissioners, and other Board Members responsible for financially managing their functions.

The Treasurer shall publish a WBA budget for the coming year and provide year to date totals at each regularly scheduled Board meeting.

f. DIRECTOR OF UMPIRES

The Director of Umpires shall recruit, train, supervise, and approve the compensation of WBA umpires. A budget for the training and compensation of umpires shall be submitted to the Board for approval.

g. DIVISION DIRECTORS

Division Directors shall be responsible for the organization and conduct of their respective leagues. These responsibilities include, but are not limited to the following:

- i. In coordination with Baseball Operations, shall organize and supervise Player Evaluations for their respective division.
- ii. Shall organize and conduct player drafts, as specified in the League Rules. In coordination with the Registrar, select players from the official waiting list to replace players who drop out.
- iii. The Division Director shall work with the Director of Fields and the team managers to ensure that the fields are kept in excellent playing condition.
- iv. In coordination with the Director of Equipment, the Division Director shall distribute team equipment and uniforms, as well as see that equipment is returned at the end of the season.
- v. In coordination with the Director Practice Field Scheduler, shall assign all practice schedules and submit them to the Board for approval prior to distribution to the teams.
- vi. The Division Director shall distribute the official rules to the team managers and ensure that a copy of the current rules are always present at the field with the official score book.
- vii. Division Directors are responsible for the general conduct of their leagues and shall work with the Board to rectify any situations in which disciplinary action is required.
- viii. The Division Director should attend as many league games as possible.
- ix. Division Directors shall coordinate post season play with the Director of Post-Season Play.

- x. Division Directors shall from time to time be required to coordinate special WBA events for their respective division.

h. DIRECTOR OF FIELDS

The Director of Fields shall plan, coordinate, and supervise field improvements and maintenance. He/She shall submit a proposed field budget to be approved as part of the overall WBA budget. The Director of Fields will work with the appropriate vendors, contractors, and volunteers to implement the approval plan. The Director of Fields is also responsible for requesting fields from the appropriate agencies such as the Department of Parks & Recreation and the School District.

i. DIRECTOR OF EQUIPMENT

The Director of Equipment is responsible for the purchase, distribution, storage, maintenance, and accounting of WBA playing equipment and uniforms. An equipment budget must be submitted and approved. The Equipment Director shall work with the Division Directors to coordinate distribution and collection of equipment.

j. DIRECTOR OF MANAGER AND COACH TRAINING

The Director of Manager and Coach Training shall participate in the selection of Managers for approval by the Manager Selection Subcommittee. He/she shall be responsible for training and certification of Managers and Coaches, and shall monitor the activities of the Managers and Coaches and offer constructive suggestions when he/she feels it is necessary. The Director of Manager and Coach Training shall be responsible for the administration and coordination of the Manager/Coach evaluation process at the end of each season.

k. DIRECTOR OF FUNDRAISING

The Director of Fundraising is responsible for recruiting sponsors at all levels, as well as directing other fundraising activities including the annual WBA golf tournament, as required.

l. DIRECTOR OF CONCESSIONS

The Director of Concessions is responsible for all snack shack operations. A proposed budget must be approved by the Board as part of the overall WBA budget. The Director of Concessions shall make all purchases and supervise the staffing and operation of the snack shack.

m. DIRECTOR OF POST-SEASON PLAY

The Director of Post-Season Play shall be responsible for coordinating all WBA tournament team activities. In addition, he/she shall monitor the behavior of WBA players, Managers, Coaches, and parents during post-season play and practice sessions. If, in the opinion of the Director of Post Season Play, disciplinary action is required, he/she shall initiate such action in accordance with WBA policy. The Director of Post Season play will not participate in the player selection process. The player selection process will be conducted by the Vice-Commissioner of Baseball Operations in conjunction with the Division Directors, and supervised by the Executive Board.

n. REGISTRAR

The Registrar shall be responsible for organizing and supervising all registration activities. In addition, he/she must maintain accurate records of all WBA players. The Registrar must provide other WBA officials with lists of players, their birth dates, addresses and phone numbers. The Registrar is also responsible for maintaining the official waiting list of children wishing to play in each league.

o. WEBSITE DIRECTOR

He/she shall be responsible for all website design and maintenance.

p. DIRECTOR OF GAME FIELD SCHEDULING

He/she is responsible for the scheduling of all games in all divisions for Westlake Baseball Association.

q. DIRECTOR OF PRACTICE FIELD SCHEDULING

He/she is responsible for the scheduling of all practice locations for all divisions for Westlake Baseball Association.

r. DIRECTOR OF UMPIRE SCHEDULING

He/she is responsible for scheduling WBA umpires for all regular season games. He/she will also work with the Director of Umpires in recruiting and training new umpires as needed.

s. DIRECTOR OF TEAM PARENTS

He/she is responsible for organizing and supervising all activities with regard to the Team Parents, including running the Team Parent meetings. The Team Parent Director will provide the Team Parents with all information regarding the league rules and operations.

t. DIRECTOR OF UNIFORMS

He/she is responsible for selection, purchase and distribution of the league uniforms each season, for both the regular and post season. The Director of Uniforms shall work with the treasurer in setting an appropriate budget for the uniforms on an annual basis.

u. DIRECTOR OF TROPHIES

He/she is responsible for selection, purchase and distribution of all league trophies each season.

v. DIRECTOR OF PICTURE DAY

He/she is also responsible for organization and coordination of Picture Day activities and distribution of all pictures to the teams.

w. DIRECTOR OF PUBLIC RELATIONS

He/she is also responsible for promotion and communication related to the league both to the community at large and within the league. Activities include advertising and promotion of the registration process, fund raising activities and summer All Stars.

x. DIRECTOR OF OPENING/CLOSING DAY

He/she is responsible for all aspects of the Opening and Closing Day ceremonies for the league.

y. FOXMOOR HOMEOWNER'S REPRESENTATIVE

He/she is to act as the liaison between the league and the Foxmoor Homeowner's Association, and must be a Foxmoor homeowner or resident.

z. PAST COMMISSIONER

In the year following election of a new commissioner, he/she will serve in an advisory capacity to the current Board of Directors.

**ARTICLE VII - STANDING AND SPECIAL COMMITTEES**

1. An Auxiliary organization may be formed for the purpose of assisting the Board of Directors. Each member or committee will be responsible for an activity. These activities may include but will not be limited to the following: Dodger Day, Conejo Valley Day Parade, the Golf Tournament, and the Year-end Banquet.
2. All activities of the Auxiliary are subject to the approval of the Board of Directors, and will not be voting members of the board.

**ARTICLE VIII - POLICIES AND PROCEDURES**

1. SELECTION OF TEAM MANAGERS AND COACHES

a. Managers will be selected based on the following criteria:

- i. Their ability to manage and handle players which should include the interpersonal skills necessary to teach youth sports
- ii. Their general knowledge of baseball and good sportsmanship
- iii. Their ability to impart the knowledge and skills specific to baseball to youth players
- iv. Their ability to provide leadership, responsibility and organization to a team
- v. Prior experience managing or coaching in the league
- vi. A completed manager's application and Megan's Law compliance
- vii. Each team will only have one manager
- viii. In order to be selected as a manager for an American division team, the child of the manager under consideration must have attended player evaluations.
- ix. A manager may manage two teams so long as one of the teams is Shetland National.

b. Manager Subcommittee:

- i. A list of all prospective Manager applicants will be submitted to the Manager Subcommittee. This committee will be chaired by the VC of Baseball Operations, and include the Executive Committee, all Division Directors, the Director of Manager and Coach Training and the Director of Umpires.
- ii. Manager selection will be conducted according to the rules and procedures set forth herein and in the League Rules. The ranking will be by secret ballot at the conclusion of each division's discussion.
- iii. Any committee member or any committee member whose spouse is seeking a management position in a particular division will be excused during the discussion and vote on that manager's candidacy.



- iv. The selection and ranking of potential managers will be held confidential by the Manager Subcommittee.
- v. Manager selection will be by secret ballot at the conclusion of the discussion for each division. Teams will not be assigned managers until after player evaluations.
- vi. The selection of managers will be held confidential by the Manager Subcommittee until the conclusion of player evaluations.

2. GENERAL MANAGERIAL RESPONSIBILITIES AND BEHAVIOR

- a. Basic manager responsibilities are as follows
  - i. To teach each player the game of baseball and the meaning of playing together as a team.
  - ii. To teach the players the meaning of good sportsmanship.
  - iii. To the best of his ability, develop the over-all athletic skill of each player.
  - iv. Managers must provide a qualified scorekeeper for each game.
  - v. The Manager shall have full responsibility and authority for maintaining discipline at all practices and games for the players and parents of the team under his or her jurisdiction.
  - vi. Managers must inform the Division Director if a player quits the team or misses more than three team related appearances (including practices and/or games and/or team events).
- b. Basic manager Equipment Responsibility
  - i. It is the manager's responsibility to assure that all equipment in his possession is maintained in serviceable condition.
  - ii. The Manager will be accountable for his team's equipment.
  - iii. Each Manager will be required to give the League a refundable deposit when they receive their equipment. This check will be returned providing the equipment is in good working order. All equipment bags must be cleaned with soap and water prior to its return.
  - iv. All equipment will be returned to the Director of Equipment within two weeks after regular season play or the manager will forfeit their deposit.

3. DISCIPLINARY COMMITTEE

- a. A Disciplinary Committee will be formed on an annual basis. The Commissioner shall select three (3) Board Members who will set on the Discipline Committee. At least one member of the Executive Board will be on the Committee. The committee shall serve a one year term. The responsibilities of this committee shall be as follows:
  - i. Review the league's current discipline procedures on an annual basis and make suggestions for potential changes.
  - ii. Handle all forms of discipline other than those that are taken care of directly by the umpires and Division Directors.
  - iii. Impose additional penalties where deemed necessary.
- b. Appeals – The offending person(s) imposed with a penalty by either the Division Director or the Discipline Committee may appeal such decision in writing to the Board of Directory. Appeals must be

made in writing within 72 hours to the attention of the league Commissioner. If the appeal is accepted, a hearing will be scheduled before the Discipline Committee.

4. PROTESTS

- a. See League Rules for protest procedures.

5. SELECTION OF TOURNAMENT PLAYERS AND MANAGERS

- a. See League Rules.

6. DISCIPLINING AND DISMISSING PLAYERS, MANAGERS, COACHES AND PARENTS.

- a. See League Rules.

7. END OF SEASON PLAYER EVALUATION RATINGS

- a. At the end of each season, each manager will rate their players pursuant to the criteria as stated in the WBA League Rules. All ratings must be approved by the League Director of each Division. There will be a rating meeting in each division to insure proper rating.
- b. Team Managers will be required to turn in their player evaluations for their team prior to the commencement of the playoffs. Failure to do so will result in that manager not receiving their equipment deposit back.

8. ASSIGNMENT OF MANAGERS TO TEAMS

- a. In order to be selected as an American Manager, the candidate's son or daughter must qualify to play on an American team at Spring Tryouts.

9. ASSIGNMENT OF PLAYERS TO TEAMS

a. Player Evaluations

- i. Player Evaluations shall be held for each division. These will be organized and run by the VC of Baseball Operations along with the respective Division Directors. See League Rules for the Appendix on Spring Training/Player Evaluation.
- ii. All players must tryout each year with the exception of Shetland National. Each player will receive an official league rating from the Division Director based on the criteria outlined in the League Rules.
- iii. All players who do not tryout may not be eligible for the draft and may not be assigned to a team. Any player who does not try out will not be eligible to be drafted on an American Division team. Players who do not try out will be considered at the draft according to the procedures in the League Rules.

b. Player Draft – General Procedures

- i. These procedures apply to all divisions except Shetland National.
- ii. Drafts will be conducted by the Division Directors with assistance from Board Members as needed.
- iii. Co-managers and/or pre-selected Coaches or pre-selected Sponsors will not be allowed for any divisions.

- iv. Managers will receive a list of all eligible league players, together with their official League Rating.
  - v. American League will draft prior to National League.
  - vi. The American Division of a League will consist of the number of teams that can be formed based on a matrix agreed upon with the Interleague Commissioners.
  - vii. American Player Eligibility for draft is as follows:
    - 1. Played American Division in prior season in the same division.
    - 2. Played on a post-season WBA Tournament Team.
    - 3. Player's rating falls within 1.5 times the Team Roster limits (i.e. 3 teams of 11, 50 eligible).
  - viii. Baseball players who play on a high school baseball team are ineligible to play in the Pony Division.
  - ix. For the Colt Division, procedures for the team formation and participation in local or regional leagues or tournaments will be determined on an annual basis by the Voce-Commissioner of Baseball Operations, in consultation with the Commissioner and the Vice-Commissioner of Baseball Operations.
- c. Player Selection – General Procedures
- i. A three-minute time limit should be placed on each selection.
  - ii. Prior to the start of draft proceedings, the Division Director will inform managers of any special requests (i.e., brothers and sisters on the same team, sponsor's children, manager's children, etc.). Each team should have at least one sponsor.
  - iii. Manager's sons and daughters will be drafted by the manager in the round in which they fall pursuant to their official league rating.
  - iv. The first round draft order will be determined by the Manager's child's rating in ascending order, lowest rating to highest. Subsequent selections throughout the drafts are determined by the team which has the lowest point total based on the official League Rating scores, except in Shetland National. See League Rules for all procedures governing Shetland National.
  - v. Assignment of team names shall be done at the discretion of the Division Director.
  - vi. After each manager has selected his/her allotted number of players, teams may trade players for personal reasons or to achieve league balance. All trades must be completed prior to the end of the meeting. All trades must have approval of the Division Director.
  - vii. Before the conclusion of the draft, all managers must furnish an alphabetical list of all team players to the Division Director.
  - viii. Teams with highest total points will have 13 players, if necessary, in National leagues.
  - ix. Colt and Palomino teams can carry up to 15 players, if necessary.
  - x. See League Rules for all other procedures regarding player selection.

10. REPLACEMENT AND RE-ASSIGNMENT OF PLAYERS

- a. All teams must maintain a complete roster of players (as defined by each division) unless replacement players are not available.
- b. Replacements will be provided by the Division Director from the official waiting list maintained by the Registrar.
- c. Replacements must be made within seven days following the occurrence of a permanent vacancy. Managers must inform the Division Director within 48 hours that a permanent vacancy exists. Failure to provide proper notification may result in forfeiture of games or whatever penalty deemed appropriate as determined by the Disciplinary Committee.
- d. The names of all players absent from a league game shall be noted on the line-up card before it is given to the Official Scorekeeper.

11. PARENTAL RESPONSIBILITIES

- a. WBA is a parent run and supported organization, and the parents of ALL players are expected to participate and assist the Board of Directors in attaining the ultimate objectives of WBA.
- b. Parents of players participating in League play will be expected to perform the following team support functions:
  - i. Manager
  - ii. Coaches
  - iii. Scorekeeper
  - iv. Team Parent
  - v. Team Sponsor
  - vi. Fund Raising Support
  - vii. Culture Keeper
- c. The conduct of parents when in contact with Team Manager or Coach and the players will be that of a RESPONSIBLE ADULT. All parents must abide by the WBA Parental Code of Conduct.
- d. Problems arising between Managers and/or Coaches and parents will be discussed at a meeting between the Manager and parent. If a further meeting becomes necessary, the Manager will arrange a meeting between himself, the parent and the Division Director to resolve the problem.

12. MEGAN'S LAW CHECK

- a. All Board Members, Managers, Coaches and adult Umpires must submit a copy of their driver's license for a Megan's Law background check.

## APPENDIX A – WBA BOARD OF DIRECTORS ORGANIZATIONAL CHART

