



Warren Youth Softball Association

BYLAWS - 2024



ARTICLE 1: NAME AND LOCATION OF ORGANIZATION

- A.** The name of this organization is to be called “Warren Youth Softball Association”, hereinafter referred to as WYSA.
- B.** WYSA mailing address is PO BOX 513 Village Mills, Tx 77663. League games are to be played at Warren High School softball fields 405 FM 3290 Warren, TX 77664.
- C.** WYSA will use FaceBook page GroupMe and Website for Communication to Parents and Coaches. Registration will be online and in person at Warren High School Softball Fields.
- D.** WYSA is a non-profit organization.

ARTICLE 2: PURPOSE

- A.** WYSA is a youth softball athletic program dedicated to developing and instilling in the youth girls and young women of Warren and the surrounding communities good sportsmanship, hard work, honesty, courage, and respect for others and their community while having fun. The attainment of exceptional skills and winning games shall be secondary. Our goal is for each youth girl to grow happier, healthier, and better prepared as student athletes and community members.
- B.** Girls and young women of the ages of 4 through 15 are eligible to participate in the Association and will be placed in the appropriate age division based on their age as of the dates provided by the current USA Rules.
- C.** The Association shall not engage in political lobbying or otherwise attempt to influence legislation. The Association shall not participate in any political campaign on behalf of or in opposition to any candidate for public office. The Association will comply with all laws pertaining to (a) c corporation exempt from the federal income tax under section 501 (c)(3) of the Tax code and (b) a corporation, contributions to which are deductible under Section 1700 (c)(2) of the code.

ARTICLE 3: AFFILIATION

- A.** WYSA is affiliated with and operates under the current year's rules and guidelines of the USA Softball (USA SOFTBALL); except where Association rules have been adopted and shall supersede USA Softball rules. USA SOFTBALL structure is as follows:

USA SOFTBALL – Texas Region – Texas State – District 38 – WYSA

- B.** www.usasoftballoftexas.com

ARTICLE 4: GOVERNMENT

A. The regulation and management of the affairs of the Association, including the control and the disposition of its property and funds, shall be vested in a Board of Directors ("The Board").

B. Monthly Meeting:

- WYSA Board of Directors will hold meetings as posted on the Board social media and/or Board group chats.
- Meetings shall be held at the softball fields or place designated by the President.
- WYSA Board meetings shall be open to any league member for the first part of the regular scheduled meeting times.
- All Board meetings agenda items must be submitted to the secretary 24 hrs before the scheduled meeting.
- Members attending the Board meeting who are not on the agenda may make a brief statement during the new business segment of the meeting. If further action needs to be taken, the President can table it until it can be reviewed and put on the agenda for a future meeting.
- Regular meetings scheduled on a holiday shall be scheduled the following Thursday unless otherwise approved by the majority of the Board.
- Regular meetings can move dates to accommodate tournaments or other events happening that month.

C. Special meetings can be called by any executive board member with a 24 hr notice

- Notice of a special meeting can be given by phone, text, email, or any other communication outlet approved by the Board.

D. Order of meeting will go as followed:

- Motion to start meeting and seconded

- Roll Call by the secretary (sign in sheet).
 - i. All Board members must sign in on the attendance sheet to count that they are there.
- Minutes of the previous meeting will be distributed by paper or emailed prior to the following scheduled meeting. A motion will be called to agree that they are right and seconded.
- Treasure Report
- Unfinished business
- New business
- Motion to end and seconded

E. A Quorum must be present in order to vote on any official league business.

F. Any Board member may add new business needing to be discussed up to 24 hrs before the meeting to the agenda by emailing the secretary.

G. All Board members shall have 1 vote. Board members may not vote if they leave before the voting takes place or the matter is involving them.

H. The President does not have a vote on any issue before the Board except in instances resulting in a tie. The President shall then have the authority to vote and break the tie.

I. All voting shall be entered into the minutes of the meeting.

J. The fiscal year end of the 501c3 is August 31st.

ARTICLE 5: BOARD OF DIRECTORS

A. BOARD DUTIES:

- The regulation and management of the affairs of the Association, including the control and disposition of its property and funds shall be vested in a board of directors. The Secretary shall be responsible for maintaining written records of job duties and activities. This information shall be forwarded to the Association upon the expiration of the Board members term. It shall be the duty of the Board of Directors to manage all activities related to WYSA for proper operation, safety and security during all scheduled regular Association games. The Board of Directors shall promote communication on WYSA activities.

B. BOARD VACANCIES:

- Any vacancy occurring in the Board of Directors, whether by resignation, removal, death, or by increase in the number of Directors, may be filled at any time during the season. Election shall be by the affirmative vote by the majority of the remaining Directors, though less than a quorum, of the Board of Directors. The nominee shall meet the eligibility requirements.

C. REMOVAL FROM OFFICE

- The league Secretary shall maintain a log of all Board Members present for each meeting. Any member who is absent from more than 6 regularly scheduled Board meetings with unexcused absences (no advanced notice by phone or email), will be subject to removal from the Board of Directors following the rules set forth in the local league constitution.
- Any member of the Board of Directors may be removed from office by a majority vote of the members of the Board of Directors. Said vote must be conducted during a regular or special meeting of the members of the Board of Directors. Written notice of at least 72 hrs must be given to the Board member who is being considered for removal.
- Any Board member may be removed from office due to conduct determined, by a majority vote of the members of the Board of Directors, to be inconsistent with the duties and responsibilities for which the office was intended.

- Any Board member removed from the Board of Directors may opt to rejoin the Board of Directors at the next annual meeting per the election process.

D. Terms:

- All non-executive board members shall be elected to a 1 year term. All 1 year terms shall expire 1 year after the election on the same date elected.
- All Executive board members shall be elected to a 2 year term. All 2 year terms shall expire 2 years after election on the same date elected.
- The President and Treasurer will be elected in even years.
- The Vice President will be elected in odd years.
- A quorum of the Board shall consist of 51% or more of the seated Board of Directors for the year to pass any vote. There will be no proxies or proxy voting allowed.
- WYSA Board of Directors shall not receive any salaries for their services, nor any type of compensation for attendance at meetings. Volunteers are not paid for any services done in regard to the ballpark.

E. BOARD STRUCTURE:

- Executive Board Position:
 - i. President
 - ii. Vice President
 - iii. Treasurer
- Non-Executive Board Positions:
 - i. Secretary
 - ii. Fundraising Coordinator
 - iii. Sponsorship, Uniforms and Awards Coordinator

F. RESPONSIBILITIES OF BOARD MEMBERS:

- **President:**
 - i. The president is elected by and is accountable to the league Board of Directors.
 - ii. Preside over all board meetings (communicate the appointment of Vice President in course of the President's absence).
 - iii. Oversee all affairs, elements and regulations of the league.

- iv. Verify background checks and approve the eligibility and nomination of each board member, coach, and team mom applicants.
- v. Responsible for ensuring the league and player eligibility for and ensuring retention of active insurance.
- vi. Providing insurance claim forms and directing parents and/or volunteers to appropriate channels of information and/or assistance pertaining necessary insurance claims.
- vii. Representing the league in mandated USA meetings and coordinating tournament bids with the board prior to meeting.
- viii. Receiving, relaying, and distributing information pertinent to the Board and/or coaches.
- ix. Hold Board members accountable for completing their duties and responsibilities as assigned and within deadlines set.
- x. Communicate and enforce USA Softball eligibility requirements and league/board bylaws.
- xi. Appoint temporary emergency board position (for instance a board member resigns the board midseason, and the board is unable to convene for an appropriate vote at short notice, the president has the authority to appoint qualified volunteers in that position until the time the board can convene and submit votes on all qualified applicants).
- xii. Set forth, communicate, and implement property, league board, and coaching standards.

■ **Vice President:**

- i. Presides in the absence of the president.
- ii. Carries out duties and assignments as may be delegated by the president.
- iii. Updating coaches on rule and/or regulation changes.
- iv. Oversee player drafting.
- v. He/She will be responsible for organizing tryouts and the eligibility of each player.
- vi. Settle and help mediate coach/parent disputes.
- vii. League game scheduling and umpire scheduling request.
- viii. Distribution and collection of loaned league equipment (catchers equipment, equipment bags, game balls, and practice balls).
- ix. Record condition of equipment as loaned and received.

■ **Treasurer:**

- i. Signs and deposits checks and monies collected for the league.
- ii. Dispensing league funds as approved for the board.
- iii. Reporting, maintaining, and ensuring the integrity of the league financial reports.
- iv. Prepared budgets as approved by the board.
- v. Oversee and regulate all purchases made by directors and voted on by board.
- vi. Collect and record any, and all receipts distributed and/or received regarding league purchases, distributions, and/or services paid for.
- vii. Receives and distributes mail to appropriate parties.
- viii. Maintains all league financial accounts (ensure the leagues bills are being paid and accounts are in good standings).
- ix. Files Form 990 at the end of Tax Season to keep the 501c3 up to date.

■ **Secretary:**

- i. Maintains a register of coaches, members, and directors.
- ii. Coordinates and organizes meeting agendas.
- iii. Records the minutes of meetings and is responsible for maintaining those records.
- iv. Communicating notice of meetings.
- v. Maintains a record of league activities.
- vi. Notify members, directors, and coaches of their election or appointment.
- vii. Collects, posts, and distributes important information on league activities to members, directors, and coaches.

■ **Fundraiser Coordinator.**

- i. Coordinate with fundraising companies, manage orders and/or distribution of products or prizes.
- ii. Organizing raffles approved by the Board of Directors.
- iii. Recommend to the board of directors fundraisers to help fund projects and league expenses.

■ **Sponsorship, Uniforms and Awards Coordinator**

- i. Work with Board, team managers, and team moms to solicit sponsorship for each team and the Association.
- ii. Make recommendations to the Board concerning sponsorship programs, fees, and advertising.
- iii. Manage all social media pages concerning WYSA.
- iv. Ordering, receiving, and distributing League jerseys.
- v. Coordinate WYSA Team and individual photo sessions.
- vi. Ordering and purchasing of player and team trophies/rings distributed by the league at tournaments and closing ceremonies (must be approved by the board).

ARTICLE 6: ELECTION RULES

A. Eligibility:

- Any person considered in good standing for 1 year.
- Any person that has a child, stepchild, grandchild, or legal guardianship of an active and registered softball player with the league.
- Any person without a child, stepchild, grandchild, or legal guardianship in the league will be able to hold any position with approval by a majority vote of the standing board prior to being nominated.

B. Nominations:

- Only self-nominations will be accepted.
- Executive Board Position(s):
 - i. Executive Board positions included: President, Vice President and, Treasure.
 - ii. Nominations for the Executive Board Members (President, Vice President, and Treasurer) can only come from the Board of Directors.
- Non-Executive Board:
 - i. Nominations for non-executive members shall be emailed to the secretary by the date set as the deadline determined by the standing Board of Directors.

C. Election:

- Elections will be held in May after the closing of the spring season on date voted on by the Board of Directors.
- All executive and non-executive nominations, based on above eligibility and accepted by the standing Board of Directors, will go on the ballot for the parent or legal guardian of each active and registered softball player to vote on.
 - i. Only one vote per active and registered softball player will be accepted.
- Ballots will be posted 7 days before the election.

D. Post-Election:

- Finalized and sworn-in board members that have accepted their position shall be posted by the Secretary to social media and website no later than 1 week after the election.
- Old board and new board will have 1 week from the election to plan a board meeting and turn over all documents and keys to new board members.

ARTICLE 7: CONDUCT

- A.** Upon the written complaint on the part of any person, which is likely to reflect unfavorably on WYSA, such person's presence at WYSA events may be prohibited by a majority vote of the Board of Directors at any meeting. Any person complained of shall have the right to be heard on his/her own behalf.
- B.** Anyone under the influence or in possession of alcohol or illegal substance at softball functions will be expelled from the event.
- C.** Player conduct that is detrimental towards their team or WYSA can result in disciplinary action by the Head Coach or Assistant Coach. This action can result in removal from the game, being held out of a lineup for a limited number of games, or complete dismissal from the team. All incidents must be documented by date and event and submitted to the Player Agent of the Board to review prior to an action being taken.
- D.** Rules and policies apply to all board members, parents, players, spectators, and coaches. Head Coaches are accountable and responsible for the behavior of his/her team and its spectators. Examples of prohibited conduct are listed below (these examples are not intended to be all-inclusive):

 - Profanity
 - Drugs
 - Alcohol
 - Violence
 - Any display of bad sportsmanship
 - Threatening the umpires in any manner
 - Throwing equipment of any kind
- E.** Each parent will receive and be asked to sign and return at Parent Code Conduct.

ARTICLE 8: DRAFTING RULES

A. Players and Teams:

- All players must sign up prior to registration ending. Exceptions can be made by the Board if additional players are needed to complete a team or teams.
- All players must live within the Warren ISD boundaries, transfer students attending Warren ISD or are homeschooled with intentions of participating in Warren athletics to be eligible. Players attending school in another school district are not eligible unless approved by the Board with majority vote.
- All players who are not on a Core Team and are not protected by a New head Coach shall be considered “Free Agents”.
- All Free Agents that are not protected by a New Head Coach must try out unless otherwise approved by the Vice President.
- Private tryouts may be provided in the event of illness, injury and/or late sign ups, but must be approved by the Board.
- Each team will consist of no more than 12 players. If a Head Coach elects to have any additional players beyond the 12 player limit, the Head Coach shall acquire the Boards approval.
- 8U teams will be allowed 1 Head Coach and 2 Assistant Coaches.
- 10U, 12U, 14U teams will be allowed 1 Head Coach and 1 Assistant Coach.
- If a player wishes to move up to the next division, it must be approved by the Board.
 - i. The player will be allowed to move divisions as long as they are not taking away to make a full team in the players age division.
 - ii. A player can only play up one division above their current age division.
- A parent may request that their player return to the draft as a free agent if they do not want the player to automatically return to their Core Team from the previous season.
 - i. This Player cannot be protected by a New Head Coach.
 - ii. Requests must be made during registration. Exceptions can be made but cannot be submitted later than 48 hours prior to the draft.
- If a parent requests that their player be assigned to a certain Coach, the parent must send a letter to the President no later than 48 hours prior to the draft.

- i. The Board must approve the request with a majority vote.
- ii. The request must not take away to make a full team if changing divisions.

B. Core Teams:

- To be considered a “Core Team”, the team must consist of at least 4 returning players and a returning Head Coach from the previous season.
- If a returning team does not have at least 4 returning players from the previous season, all that teams’ players shall return to the draft and be considered Fee agents eligible for protection. The Head Coach shall then be considered a new Head Coach.
- If a Head Coach does not return for either a Spring or Fall Season, all the returning players on his/her team will return to the draft and be considered Free Agents eligible for protection.
- If a returning Head Coach does not elect to keep all the returning players from the previous season, he/she has the option to select at least 4 or more of their returning players to remain a Core Team and the remaining players will return to the draft and be considered Free Agents eligible for protection.
- Core Teams will not be affected by moving up in age division.
- If a Core Team moves up in age division without a Player, that player will no longer be a part of that Core Team and will be placed into the draft as a Free Agent eligible for protection.
- If a Core Team names a new Assistant Coach and the Head Coach wants to protect their daughter or relative, then the prior returning player tied to the former Assistant Coach shall return to the draft as a Free Agent eligible for protection.

C. New Head Coaches:

- Any parent or guardian requesting to Head Coach a team must submit a Head Coach Application to the Board. This applicant shall be subject to a background check and approved by majority vote by the Board. Coaches will be required to complete SafeSport and ACE education.
- If any additional Head Coaches are needed, the President shall call parents prior to the draft to recruit more applicants. This process shall take place prior to the draft in order to allow them a chance to draft their own team. If the President cannot find any applicants in time for the draft:
 - i. The President shall draft for that team or teams.

- ii. Once the team has been drafted the President will call each of the teams parent/guardians until they acquire a parent or grandparents willing to apply for Head Coach of the team.
- iii. If no one is willing to head coach the team, the players will be put in a pool in the event another team needs players.

D. Player Protection:

- There shall be no more than 4 protections for each New Head Coach.
- Core Teams will not receive any protections.
- A Player Protection Form must be filled out and signed by the Head Coach and the Player's parent or guardian.
- The Player Protection Form must be presented to both the Vice President and the President 48 hrs prior to the draft and must be signed and approved to be considered executed.
- Notice shall then be given to the New Head Coaches within that division to help prepare them for the upcoming draft.
- The executed Player Protection Form must be brought with the Head Coach to the draft.
- The Head Coaches Daughter(s) and/or relatives(s) shall be included in the total of the 4 protections for their head coach
- Sisters can be assigned to the same team, if requested by the parent/guardian.
 - i. If both sisters are Free Agents, they shall be drafted back to back or New Coaches can protect both of them as long as they are 2 of the 4 allowed protections.
 - ii. If 1 of the sisters are on a Core Team, the other sister can be considered as part of that same Core Team.

E. The Draft:

- The draft will be conducted in the order of 86U to 14U, unless voted on by the board.
- The President and/or Vice President, and the Head Coaches for each team shall be present for their age division draft.
- Drafting order will be determined by a lottery style selection of the President or Vice President choice.
 - i. If there is more than 1 New Team, they shall have a lottery style selection to determine drafting order.

- ii. If there is more than 1 Core Team, they shall have a separate lottery style selection to determine drafting order.
- The first few rounds shall be utilized to allow all new teams to draft until they reach 4 players
- After all new teams have reached 4 players on their teams, the Core Teams will start the next round and will stop drafting players once they fill the vacancies on their team.

F. Tournaments:

- Teams are encouraged to enter in USA sanctioned Tournaments
- Teams will be responsible for funds necessary to participate, except for paid entry fee at state level or above tournaments. All funds raised by an All-Star team shall be credited to that team to use in the state tournament and warm up tournaments. All monies allocated to said All-Star team must be accounted for by receipt and turned in to the treasurer. Before fundraising funds can be allotted to the team head coach, a detailed spending plan will have to be produced and approved by the President, Vice President, and Treasurer.

ARTICLE 9: MEMBERSHIP

- A.** Membership is made up of the parents or legal guardians whose children are registered players of WYSA. The board will conduct registration. Any person chosen by the Board as a Coach will also be considered a member.
- B.** Membership and registration fees shall be assessed for any youth who participates in the League. The registration fee will cover the League's financial expense of equipment, insurance, and any other program related expenses.
- C.** All membership and registration fees are payable at the time of registration unless designated otherwise by the Board.
- D.** A 100% refund will be issued, if determined by the Board, in the event a player voluntarily withdraws prior to the draft.
- E.** Players division by age:
 - 6U - 4 years to 6 years old
 - 8U - 7 years to 8 years old
 - 10U - 9 years to 10 years old
 - 12U - 11 years to 12 years old
 - 14U - 13 years to 15 years old
- F.** Players will be placed in the age division based on their age based on current USA Softball of Texas rules.

ARTICLE 10: UNIFORMS

- A. Sponsorship, Uniform and Awards Coordinator will order, receive and distribute all League Jerseys.
- B. All League jerseys will be approved by the Board before jersey orders are made. Once ordered, modifications to jerseys will not be allowed.
- C. Teams will be responsible for soliciting local business to help pay for team uniforms if they want more than the league provides..
- D. Parents will be responsible for supplying pants, belts, and socks.

2024 USA Softball Age Chart



Match month (top line) and box with year of birth. The player's age and division is indicated on the right.

SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	AGE	DIVISION
2015	2015	2015	2015	2016	2016	2016	2016	2016	2016	2016	2016	7	8U
2014	2014	2014	2014	2015	2015	2015	2015	2015	2015	2015	2015	8	8U
2013	2013	2013	2013	2014	2014	2014	2014	2014	2014	2014	2014	9	10U
2012	2012	2012	2012	2013	2013	2013	2013	2013	2013	2013	2013	10	10U
2011	2011	2011	2011	2012	2012	2012	2012	2012	2012	2012	2012	11	12U
2010	2010	2010	2010	2011	2011	2011	2011	2011	2011	2011	2011	12	12U
2009	2009	2009	2009	2010	2010	2010	2010	2010	2010	2010	2010	13	14U
2008	2008	2008	2008	2009	2009	2009	2009	2009	2009	2009	2009	14	14U
2007	2007	2007	2007	2008	2008	2008	2008	2008	2008	2008	2008	15	16U
2006	2006	2006	2006	2007	2007	2007	2007	2007	2007	2007	2007	16	16U
2005	2005	2005	2005	2006	2006	2006	2006	2006	2006	2006	2006	17	18U
2004	2004	2004	2004	2005	2005	2005	2005	2005	2005	2005	2005	18	18U

Note: This age chart is for USA Softball, and only for the 2024 season
(September 1, 2023 – August 31, 2024)

ARTICLE 10: AMENDMENT OF BYLAWS

- A.** The Bylaws may be amended with a majority vote of the board at any regular scheduled meeting with at least a 7 day notice.
- B.** Written notice containing the proposed amendments or changes to current amendments must be provided to each board member prior to voting.