



**KENNEWICK AMERICAN YOUTH BASEBALL  
A CAL RIPKEN-SANCTIONED LEAGUE  
2016 LEAGUE BYLAWS**

**BOARD APPROVED & EFFECTIVE 1/5/17**

**BYLAWS MAY BE CHANGED AT ANY BOARD  
MEETING WITHOUT PRIOR NOTICE  
ALL CHANGES NOTED IN RED**

**Location:** 2201 S. Olympia Street, Kennewick, Washington

**Mission:** Develop in our youth the community ideals of good sportsmanship, honesty, loyalty, courage and reverence. Encourage community/family involvement and pride in the development of fine, strong, and happy youth who will grow to be responsible healthy adults.

The Bylaws provide instructions on season play, operations, All-Star selection and other implementing instructions for Kennewick American Youth Baseball (KAYB). The President shall be responsible to ensure the Bylaws clarify rather than replace or modify the Constitution. As stated in the Constitution, the Bylaws shall be binding for all members of the KAYB.

## **B1.1 — RULES AND PROTEST COMMITTEE**

The Rules and Protest Committee shall be composed of the Umpire-in-Chief, the League Representative, and the President. The Rules and Protest Committee shall hear and decide protests as allowed in the Official Baseball Rules. The judgment of the Rules and Protest Committee shall be final. In the event of a conflict of interest in any of the three members of the Committee, the President shall select an impartial alternate.

## **B1.2 — MANAGER/COACH SELECTION PROCESS**

### **B1.2.1 League Managers**

League Managers shall be selected based on their experience in coaching and participation in the KAYB Leagues.

Any person who wishes to manage a League team for the upcoming season must submit a Letter of Intent to the President or League Representative in writing (letter or email) by a defined deadline. All League Managers are required annually to submit and pass a Washington State criminal background check, submit a successfully completed Cal Ripken Coaching Certificate if not already on file, and a completed Coaches Application. Assistant Coaches are required to submit and pass a Washington State criminal background check and are strongly encouraged to pass the Cal Ripken Coaching Certificate.

The League Representative shall establish dates for submission of Intent Letters, Completion of Certification and Coaches Application. The League Representative will also establish procedures for getting the above requirements completed by Managers and/or Assistant Coaches in those circumstances where a Manager is selected after the deadline(s).

As appointed by the League President annually, the Manager Selection Committee shall be comprised of the President, Vice President, League Representative, Player Agent and the Umpire in Chief. The Manager Selection Committee shall review the candidates for all open positions. At the option of the Committee, interviews may be conducted to assist the Committee in making their decisions.

The Manager Selection Committee is to present to the Board the ranked recommendations for the open positions. The Board is to consider the Committee recommendation and to vote on the candidates in the order of ranking by the Committee until acceptable candidates are found for all open positions. A majority vote of the Board is required to select a League Manager. If, in the opinion of the Board, acceptable candidate(s) are not available, then it is the responsibility of the Manager Selection Committee to identify further candidates.

All Managers are permitted to select an Assistant Coach prior to the draft.

Major-70 Managers are limited to selecting one Assistant Coach, one time, while a Major-70 Manager. This provision shall not preclude a Major-70 Manager from replacing an Assistant Coach if such Assistant Coach's child no longer plays in the Major-70 Division, or re-enters the draft and is on another team.

If a Manager selects an Assistant Coach, then the child of such Assistant Coach shall be drafted as outlined in Sections B1.3.3, B1.4.3 or B1.5.3 as applicable.

Major-70 Managers selected by the Manager Selection Committee who were not Major-70 Managers the previous year will be assigned teams by a lottery as determined by the Manager Selection Committee.

## **B1.3 — MAJOR-70 LEAGUE REGULAR SEASON**

### **B1.3.1 Major-70 League Team Formation**

The Major-70 Division shall be made up of players ages 10 through 12.

The Board shall set the number of Major-70 League teams dependent on the level of participation within KAYB. Major League teams shall consist of no less than twelve (12) players, not more than fifteen (15) players, a manager and two coaches.

A 10 year-old player may be considered eligible for Major-70 League play if:

1. The parent/legal guardian gives written approval to the Board for their child to be eligible to play.
2. The 10-year-old participates in the tryouts and is approved by 70 percent of Major Managers.
3. No 12-year-old who played Major-60 last year will be displaced by a 10-year-old.

No less than six (6) and in accordance with Cal Ripken Rules, no more than eight (8) of the players on a Major-70 League team shall be 12 years old. Players assigned to a Major-70 League team the previous season are automatically assigned to the same team. If a player played at the Major-60 level as an 11-year-old, said player shall play at the Major-70 level as a 12-year-old.

### **B1.3.2 Major-70 Team Tryouts**

All Players must try out to be eligible for the draft. A player who does not try out and is not available in the draft shall not be placed on a Major League team roster or selected as a replacement player until the first half of the season is over.

Tryout dates shall be advertised and open to all qualified players. The Player Agent shall coordinate the tryouts with the assistance of the League Representative. The tryouts shall be arranged such as that all players have an equal opportunity to demonstrate their fielding, throwing, running, and hitting skills for evaluation by the Major League Managers. The Manager Selection Committee shall specify the format of the tryouts.

### **B1.3.3 Major-70 League Team Draft**

The Player Agent and President shall coordinate and preside over the Major-70 League player draft. Major-70 League teams shall draft players in reverse order of their position in the standings at the end of the regular season the previous year. Managers, under the supervision of the Player Agent, will determine on the night of the draft, the specific methods to be used to draft the Major-70 players. The Player Agent will be the tie-breaking vote, if necessary.

To be eligible for Major-70 League play, the child of a team Manager or Assistant coach who has not previously been assigned to a Major-70 League team must be selected, if NOT an All Star or Tournament Player and League age:

1. 10- or 11-year old Round 4
2. 12-year old Round 3

If an All Star the previous year and League age:

1. 10-year old Round 3
2. 11- or 12-year old Round 2

If a Tournament Player the previous year and League age:

1. 10-year old Round 4
2. 11- or 12-year old Round 3

In the event that both players would be assigned the same draft round then the Assistant Coach's child shall be assigned the round following the Manager's child.

A team does not have to use a draft pick to choose the Manager's child if that player chooses not to play in the Major-70 League. A player who is eligible for the draft and has a sibling already assigned to a Major-70 League team must be selected in the round of the draft as outlined above by the same team of the sibling. If there is more than one player that is required to be picked in the same round, one of the players will be selected in the next consecutive round (other than the bonus pick). Additional siblings of the same or of other players on the team must be selected every two rounds until all are selected. In the event that a parent wishes siblings not to play on the same team, this rule does not apply, however this request must be made in writing before the scheduled tryouts. In the event siblings (such as twins) are eligible for the draft, the team that selects one of them must select the other two rounds later subject to the above. If neither is selected they shall be assigned alphabetically to the same team. If a team requires seven or more players to fill their 12-player roster they shall be awarded an extra selection at the end of the fourth round of the draft.

The draft will continue until each Manager has selected the number of players required to fill their roster to the roster limit.

#### **B1.3.4 Major-70 League Team Exceptions and Draft Re-Entry**

The parents of a player that is eligible for tryouts may request that the player not be assigned to a particular team. This request must be presented in writing to the President. The Manager Selection Committee will decide if it is justified. The request must be received 30 days prior to tryouts and the affected Manager notified by the Player Agent as far in advance of the draft as practical. Such a request may only remove one team from consideration for the player.

The parents of a player that is already assigned to a Major-70 League team may request that the player be allowed to re-enter the draft. This request must be presented in writing to the President prior to completion of tryouts. . **If the request for draft re-entry is submitted, the requesting parent(s) will forfeit their coaching eligibility status for the current season.** Any player re-entering the draft must tryout. The Manager Selection Committee shall decide if sufficient reason exists to grant the request. If the request is granted, then the team shall be compensated per the discretion of the Manager Selection Committee. If the player is not selected in the draft by another team or if the request to re-enter the draft is denied, then the player shall remain assigned to the original team.

#### **B1.3.5 Replacing a Major-70 League Player During the Season**

If a team loses a player during the season, a 12-year-old Major-60 League player who tried out for the Major-70 League shall be selected as a replacement. The Player Agent shall make the selection based on a list of eligible players provided after the draft. The player will be asked to move from the Major-60 to Major-70 League. A replacement player shall be identified and moved as soon as practical when a vacancy occurs. It is the Player Agent and manager's responsibility to make sure that vacancies are identified and filled within one week. If a player has not been selected within one week, the Player Agent will assign a player to the team.

At the option of the Manager, it is not necessary to fill vacancies that occur during the last two weeks of the season. In the event that no 12-year-old Major-60 League player is willing to fill the vacancy or the team has its quota of eight 12-year-old players, then the 11 year-old players may be considered.

#### **B1.3.6 Determination of Standings and Draft Order**

During the season and for purposes of determining league standings and therefore the following years draft order the following ranking criteria and tie breakers shall be used:

- Primary ranking: Winning Percentage (win/loss) Games won divided by total games played less any ties. Example; Team record is 8 games won 4 games lost and 2 ties, 8 divided by 12 equals .667.
- First tie breaker is won/loss between the two teams.
- Second tie breaker is fewest runs scored against.
- Third tie breaker is most runs scored for.

If additional tie breaker is needed the Management Selection Committee will make a ruling.

## **B1.4 — MAJOR-60 LEAGUE TEAM SEASON**

### **B1.4.1 Major-60 League Team Formation**

The Major-60 Division shall be made up of players ages 9-12.

The Board shall set the number of Major-60 League teams dependent on the level of participation within KAYB. Major-60 League teams shall consist of no less than twelve (12) players, not more than fifteen (15) players, a Manager and two coaches. No child League age 8 or younger will be eligible to play at the Major-60 level. A 9 year-old player may be considered eligible for Major-60 League play if:

1. The parent/legal guardian gives written approval to the Board for their child to be eligible to play.
2. The 9-year-old participates in the Major-60 tryouts and is drafted by a Major-60 Manager and the Major-60 Managers approve the 9 year-old by a 70 percent vote prior to the draft.
3. No returning Major-60 player will be displaced.

A 9 year-old not meeting the above three requirements shall not be allowed to play in the Major-60 League.

Major 60 Managers shall draw a piece of paper out of a hat to determine draft order. The Managers, under the supervision of the Player Agent, will determine, on the night of the draft, the specific methods to be used to draft the Major 60 players. The Player Agent will be the tie-breaking vote, if necessary. No more than two players on a Major-60 League team shall be 12 years old. No more than two players on a Major-60 team shall be 9 years old. Selection of an Assistant Coach by a Manager prior to the draft does not ensure the Assistant Coach's 9-year-old child(ren) will be placed on the Manager's team. The Assistant Coach's child(ren) can only be placed on the team if done so in accordance with the Season guidelines for the player draft.

### **B1.4.2 Major-60 League Tryouts**

All players must try out to be eligible for the draft. A player who does not try out and is not available in the draft shall not be placed on a Major-60 League team roster or selected as a replacement player until the first half of the season is over.

Tryout dates shall be advertised and open to all qualified players. The Player Agent shall coordinate the tryouts with the assistance of the League Representative. The tryouts shall be arranged such that all players have an equal opportunity to demonstrate their fielding, throwing, running, and hitting skills for evaluation by the Major-60 League Managers. The Manager Selection Committee shall specify the format of the tryouts.

### **B1.4.3 Major-60 League Draft**

The Player Agent and President shall coordinate and preside over the Major-60 League player draft. Major-60 Managers shall draw a piece of paper out of a hat to determine draft order. Managers shall draft players in the order of their number drawn. Draft order shall remain the same for each round of player selection (e.g., 1-10, 1-10, etc).

To be eligible for Major-60 League play, the child of a team Manager who has not previously been assigned to a Major-60 League team must be selected in the fourth round if not an All-Star or tournament player. If an All-Star or Tournament player the previous year and league age 9 or 10 then Round 3.

A team does not have to use a draft pick to choose the Manager's child if that player chooses not to play in the Major-60 League. A player who is eligible for the draft and has a sibling already assigned to a Major-60 League team must be selected in the round of the draft as outlined above by the same team of the sibling. Additional siblings of the same or of other players on the team must be selected every two rounds until all are selected. In the event that a parent wishes siblings not to play on the same team, this rule does not apply, however this request must be made in writing before the scheduled tryouts. In the event siblings (such as twins) are eligible for the draft, the team that selects one of them must select the other two rounds later subject to the above. If neither is selected they shall be assigned alphabetically to the same team.

Managers may pick one assistant coach. If the assistant coach has a player available for the draft, the Managers will discuss and 70% must agree to the player's ability and placement in the appropriate round (1-12). Round determination of the assistant coach's child will count as the Manager's draft pick for that round.

11 and 12 year-olds that did not get drafted to a Major-70 team will be discussed at draft time to ensure all Managers know who is available. Prior to the first round of draft selection, these players are to be selected in reverse draft selection

order (10-1, 10-1, etc) to fill the draft sheet from the bottom (position 12, 11, 10...). These players will be drafted until each team has an equal number. In the event every team has an equal amount and there are a few left over, these remaining players will be drafted as follows: a lottery, determined by redrawing draft pick numbers from a hat and having teams draft such players beginning with number 1, 2, 3, etc and continuing until all such remaining players are drafted.

10, 11, and 12 year-olds who were registered but did not try out will not be available for draft selection. These players will be assigned to teams as follows: Each such player's name shall be written on a piece of paper and placed in a hat. Each Manager will draw from the hat in their draft order. If there are not an equal number of such players to the number of Major-60 teams then the hat shall include additional blank pieces of paper to equal the number of Major-60 teams so that each Manager will draw and equal number of times. If the number of such players exceeds the number of Major-60 teams then the number of pieces of paper in the hat shall be an equal number so that each Manager will draw an equal number of times.

#### **B1.4.4 Replacing a Major-60 League Player during the Season**

If a team loses a player during the season, a 10-year-old Minor League player who tried out for the Major-60 League shall be selected as a replacement. The Player Agent shall make the selection based on a list of eligible players provided after the draft. The player is not required to change from the Minor to Major-60 League if they so choose. A replacement player shall be identified and moved as soon as practical when a vacancy occurs. It is the responsibility of the Player Agent to ensure vacancies are identified and filled within two weeks.

#### **B1.4.5 Late Registration**

Any 11 or 12-year old player registering past the draft shall go on a waiting list for Major-60. Any 10-year old or younger player registering after the Minor league draft shall be eligible to play in Minors or Rookie only if the Player Agent determines there to be sufficient space on existing teams to accommodate additional players. If the Player Agent determines there is not sufficient space then such Player(s) will be placed on a waiting list.

### **B1.5 Minor League Season**

#### **B1.5.1 Minor League Team Formation**

The Board shall set the number of Minor League teams dependent on the level of participation within KAYB. Minor League teams shall consist of no less than twelve (12) players not more than fifteen (15) players, a Manager and two coaches. No child League age 6 or younger will be eligible to play at the Minor level. A 7-year-old-player may be considered eligible for Minor League play if:

1. The parent/legal guardian gives written approval to the Board for their child to be eligible to play.
2. The 7-year-old participates in the Minor tryouts and is drafted by a Minor Manager and the Minor Managers approve the 7-year-old by a 70 percent vote prior to the draft.
3. No returning Minor player will be displaced.

A 7-year-old not meeting the above three requirements shall not be allowed to play in the Minor League.

The Player Agent shall determine the number of players that remain from the prior season Minor League teams. These players not selected in the Major-60 drafts shall be placed on a Minor League team. All eligible 8 & 9-year-olds interested in playing at the Minor level may participate in tryouts.

#### **B1.5.3 Minor League Draft**

Minor League Managers shall draw a piece of paper out of a hat to determine draft order. The Managers, under the supervision of the Player Agent, will determine on the night of the draft, the specific methods to be used to draft the Minor players. The Player Agent will be the tie-breaking vote, if necessary.

To be eligible for Minor League play, the child of a team Manager team must be selected:

1. In the fifth round of the draft if the child is League age 7.
2. In the fifth round of the draft if the child is League age 8
3. In the fourth round of the draft if the child is League age 9

#### 4. In the third round of the draft if the child is League age 10

Managers may pick one assistant coach. If the assistant coach has a player available for the draft, the Managers will discuss and 70% will agree to the player's ability and placement in the appropriate round (1-12). Round determination of the assistant coach's child will count as the Manager's draft pick for that round.

10 year-olds that did not get drafted to a Major-60 team will be discussed at draft time to ensure all Managers know who is available. Prior to the first round of draft selection, these players are to be selected in reverse draft selection order (10-1, 10-1, etc) to fill the draft sheet from the bottom (position 12, 11, 10...). These players will be drafted until each team has an equal number. In the event every team has an equal amount and there are a few left over, these players will be placed in a lottery as follows: put draft #s back into a hat, redraw #s, #1 selects a player, then #2, etc.) until all of the players are placed on a team.

9 and 10-year olds who did not try out will not be available for draft selection. These players will be assigned to teams in alphabetical order to fill the teams to 12 players. These players will be assigned to teams as follows: Each such player's name shall be written on a piece of paper and placed in a hat. Each Manager will draw from the hat in their draft order. If there are not an equal number of such players to the number of Minor teams then the hat shall include additional blank pieces of paper to equal the number of Minor teams so that each Manager will draw an equal number of times. If the number of such players exceeds the number of Minor teams than the number of pieces of paper in the hat shall be an equal number so that each Manager will draw an equal number of times. All 8-year old players will tryout.

The players not assigned to a Minor League Team shall be assigned to Rookie League teams. No player who played at the Minor League level the prior year shall be placed on a Rookie League Team.

#### **B1.5.4 Replacing a Minor League Player during the Season**

If a team loses a player during the season, the oldest Rookie League players shall be selected as a replacement. The Player Agent shall make the selection based on a list of eligible players provided after the draft. The player is not required to change from the Rookie to Minor League if they so choose. A replacement player shall be identified and moved as soon as practical when a vacancy occurs. It is the responsibility of the Player Agent to ensure vacancies are identified and filled in a timely manner. At the option of the Manager, it is not necessary to fill vacancies that occur during the last two weeks of the regular season.

### **B1.6 — ROOKIE LEAGUE SEASON**

#### **B1.6.1 Rookie League Team Formation**

The Board shall set the number of Rookie League teams dependent on the level of participation within KAYB. The Player Agent working with the Rookie League Representative and coaches shall determine the Rookie League team rosters. Rookie League teams shall consist of no less than **ten (10)** players and no more than **fourteen (14)** and who have a League age of at least 6 and who have a League age of no more than 9. Players cannot turn 10 years old during the season. Rookie League players may be moved to Minor League teams after the beginning of the season. The oldest players shall be considered first when making such moves.

#### **B1.6.2 T-Ball Team Formation**

The Board shall set the number of T-Ball League teams dependent on the level of participation within KAYB. The Player Agent working with the T-Ball League Representative and coaches shall determine the T-Ball League team rosters. T-Ball League teams shall consist of no less than **nine (9)** and no more than **fourteen (14)** and who have a League age of at least 4 and who have a League age of no more than 6.

### **B1.7 — MANAGER/COACH DUTIES**

All KAYB Managers and coaches are encouraged to be National Youth Sports Coaches Association (NYSCA) certified for youth baseball. NYSCA Certification is recommended for all Managers and Coaches. Managers and coaches shall comply with the requirements of the Coaches/Managers Code of Conduct to be eligible to coach or manage a KAYB League team. Managers and coaches shall receive the Coaches/Managers Code of Conduct and the Bylaws. Coaches and Managers shall read and sign the Coaches/Managers Code of Conduct Contract. Managers are responsible for the appearance of the team and are to ensure the proper league uniform is worn to all games. Managers are responsible to ensure all players wear the appropriate safety equipment at the proper times, including warm-up and practices. Managers are responsible to ensure all KAYB equipment is collected and

returned to the Equipment Manager at the end of the season. Failure to return assigned equipment may result in disciplinary action by the Board, which could include financial restitution to KAYB or loss of Coaching/Manager position.

## **B2.1 — ALL STAR AND TOURNAMENT TEAM FORMATION**

### **B2.1.1 All-Star Team Formation**

The 8, 9, 10, 11, and 12-year-old All-Star Teams shall be comprised of up to 15 players, a Manager, and two Assistant Coaches. All players are to be 12 years old or under. Candidates for the position of Manager shall inform the Board in writing. The Manager shall be selected from the declared candidates by a majority vote of the Division Managers at the conclusion of the All-Star selection. Two Assistant Coaches shall then be selected by the Manager and approved by the Board after selection of the Manager. The names of the selected Manager and coaches shall be held in confidence until announced at the discretion of the KAYB President.

The selection shall be made at a special Manager meeting. The Player Agent with the assistance of the President shall preside over this meeting. The players are selected by rounds of voting by the Division Managers. A player must receive at least 70 percent votes in any round of voting to be placed on the team. The voting shall continue until 12 players are selected, at this time the Manager may select up to three additional players from the remaining players nominated, none of which can be the child of the Manager or his chosen Assistant Coaches. Any underage player nominated must be selected in any round with 70 percent of the votes. It is the goal of KAYB that All-Star selection be both fair and objective. Managers are encouraged to nominate for consideration any deserving player from any team. The final roster shall be held in confidence until announced at the discretion of the KAYB President.

All post-season teams must play at KAYB sponsored tournaments. All post-season managers must communicate with the Board for any and all tournaments they intend to play in. Only players selected to the teams will be able to play. The President has jurisdiction to approve replacement players if needed.

The 12-year old All-Star team shall play the 70-foot Cal Ripken trail. The All-Star team may play any other non-Cal Ripken tournament in the format of their choice.

All travel, lodging and meal expenses for the Manager ~~coaches, players and player's parents~~ shall be their own responsibility for the Babe Ruth/Cal Ripken tournament trail. KAYB shall furnish uniforms at parent expense and shall only bear the logo of KAYB or others as required by Babe Ruth/Cal Ripken Division. ~~KAYB shall provide tournament entry fees, including KAYB tournaments, with a maximum of \$1,500 per team. Any and all tournament fees incurred above and beyond this maximum amount must be absorbed by the team.~~

### **B2.1.2 Tournament Team Formation**

The Tournament Teams, 12-year old, 11-year old, 10-year old and 9-year old shall be made up of up to 15 players, a Manager, and two Assistant Coaches. All players are to be 12 years old or under. The Manager shall be selected from the declared candidates by a majority vote of the applicable Division Managers. The Manager shall then select two Assistant Coaches. Following the completion of the All Star selection, the Manager may select up to three additional players from the remaining nominated players, none of which can be the child of the Manager or his chosen Assistant Coaches.

The 12-year-old Tournament team shall play the 60-foot Cal Ripken trail. The Tournament team may play any other non-Cal Ripken tournament in the format of their choice.

~~All travel, lodging and meal expenses for the Manager ~~and coaches~~ coaches, players and player's parents shall be their own responsibility for the Babe Ruth/Cal Ripken tournament trail. KAYB shall furnish uniforms at parent expense. The uniforms shall only bear the logo of KAYB or others as required by Babe Ruth/Cal Ripken Division. KAYB shall provide tournament entry fees, including KAYB tournaments, with a maximum of \$1,500 per team. Any and all tournament fees incurred above and beyond this maximum amount must be absorbed by the team.~~

## **B2.2 — KAYB GAME SCHEDULING**

KAYB has purchased computer software to aid in game scheduling. It is the practice of the League to not schedule games on Sunday or during the week of the Kennewick School District Spring Break. The League regular season shall contain the number of games that can be reasonably accommodated by the playing facilities available (typically two games per week). The Player Agent is responsible for arranging the schedules.

## **B2.3 — MINIMUM PLAYING TIME**

Players in the Major-70 league shall play a minimum of three innings per game with at least one time at bat. This guideline does not apply to extenuating circumstances such as games shortened due to darkness or injury. The decision on playing time is made solely by the Manager within this guideline. It is the responsibility of the Manager to ensure that playing time cut short due to the time limit or extenuating circumstances imposed by the rules is made up in future games. It is recommended that the playing time will be made up by starting those players in the next scheduled game.

Players in the Major-60 and Minor leagues shall play a minimum of four innings in a six-inning game or three innings in a five-inning game or two innings in a four-inning game. The innings played must be divided between positions in the infield and outfield. The Major-60 and Minor leagues shall have free substitution and all players on the roster shall bat. Players in Rookie League shall play equal innings. The Manager must rotate the players on the bench into the game each inning. It is the responsibility of the Manager to ensure playing time is equally and fairly distributed.

## **B2.5 — LEAGUE CHAMPIONSHIP TOURNAMENTS**

The League Championship Tournaments shall be conducted by KAYB Rules of Competition as they apply to tournament play. The League Championship Tournament shall be organized and run by the applicable Tournament Director (or Tournament Committee) with the assistance of the League Representative and the Umpire-in-Chief. The tournament format shall be specified by the Board and the championship bracket shall be as specified by the Cal Ripken Rules. In odd years, Kennewick American hosts and runs the tournament. In even years, Kennewick National hosts and runs the tournament.

## **B2.6 — BOARD OF DIRECTORS RESPONSIBILITIES**

### **B2.6.1 President**

The President shall oversee all activities of KAYB and shall preside over all League meetings. The President shall see that the Constitution, Bylaws, Rules of Competition, and decisions of the Board of KAYB are followed. The President shall appoint all committees and supervise the activity thereof. The President shall vote as a member of the Board only in case of a tie. The President is responsible for approving and thereby putting into use all changes to the Constitution, Bylaws, and Rules of Competition as presented to him by the KAYB Secretary. The President shall preside over all award ceremonies for post-season tournaments or KAYB recognition events. When the President is unable to fill his term office, the Vice President shall perform his duties for the remainder of the term. The President shall maintain accurate records and provide all materials and documentation necessary for the next President and turn these documents over at the end of his/her term.

### **B2.6.2 Vice President**

The Vice President shall be a voting member of the Board and shall execute the duties of the President in his absence and assignments as may be delegated by the President. The Vice President may also hold another position on the Board. In the event that the Vice President holds another position and is required to replace the President on anything other than a temporary basis, then a replacement for the other position must be appointed as-soon-as-possible. The General Membership may choose to elect up to two Vice Presidents, although one member in this position is preferable. The Vice President shall maintain accurate records and provide all materials and documentation necessary for the next Vice President and turn these documents over at the end of his/her term.

### **B2.6.3 Secretary**

The Secretary is a voting member of the Board. The primary duties of the Secretary are to record, publish, and distribute minutes of Board meetings, prepare KAYB correspondence, prepare changes to the Constitution, Bylaws, and Rules of Competition, as directed by the Board and submit these changes to the President for approval. The Secretary shall maintain the files of official KAYB correspondence, Constitution, Bylaws, and Rules of Competition. The Secretary shall work with the Director of Communication in publishing information as required to support KAYB. The Secretary shall maintain accurate records and provide all materials and documentation necessary for the next Secretary and turn these documents over at the end of his/her term.

### **B2.6.4 Treasurer**

The Treasurer is a voting member of the Board. The Treasurer shall account for all KAYB money, give a receipt for all money, and account for deposits in a chartered bank in the name of KAYB. Regardless of timing and payment method,



all expenditures must be approved by the Treasurer and President or another Board Member designated by the Board, or the President and the designated Board Member in the absence of the Treasurer. The Treasurer shall present at each Board meeting an accounting of receipts and disbursements during the preceding period. The Treasurer shall prepare and maintain the KAYB tax-exempt status report and income tax filings, and work with the Budget Committee to prepare an annual budget. The Treasurer shall maintain accurate records and provide all materials and documentation necessary for the next Treasurer and turn these documents over at the end of his/her term.

#### **B2.6.5 Umpire-in-Chief**

The Umpire-in-Chief is a voting member of the Board. The Umpire-in-Chief shall oversee the assignment and training of umpires used for Major-70, Major-60 and Minor League games as well as any KAYB sponsored post-season tournaments. The Umpire-in-Chief shall strive to maintain the highest standards possible for sportsmanship and fair play within the KAYB. The Umpire-in-Chief is responsible for generating an annual budget to submit to the budget committee for necessary protective equipment for approval by the Board. The Umpire-in-Chief shall chair Rules and Protest Committee to hear and rule on protests emanating from KAYB Major-70, Major-60, and Minor League games. The Umpire-in-Chief shall maintain accurate records and provide all materials and documentation necessary for the next Umpire-in-Chief and turn these documents over at the end of his/her term.

#### **B2.6.6 Player Agent**

The Player Agent is a voting member of the Board. The Player Agent shall act as the players' representative to KAYB. The Player Agent shall ensure all KAYB Bylaws, Rules of Competition and Guidelines are enforced in matters concerning assignment of players to team rosters including transfers and late additions. The Player Agent shall be responsible to ensure all properly registered KAYB players are assigned to an appropriate team. The Player Agent shall act as the arbitrator for all disputes between a player (or player's parents) and the League. The Player Agent shall preside over the Major-70 and Major-60 League player drafts, Minor and Rookie player assignments. The Player Agent shall also maintain official team rosters and adequate records on all members of KAYB and shall obtain, keep, and submit all information required by the Babe Ruth/Cal Ripken Baseball Bambino Division. The Player Agent shall maintain a member listing by team roster and special listings identifying coaches, umpires, and Board Members. The Player Agent shall maintain accurate records and provide all materials and documentation necessary for the next Player Agent and turn these documents over at the end of his/her term.

#### **B2.6.7 Communications Director**

The Communications Director is a voting member of the Board. The Communications Director shall coordinate all KAYB mailings and maintain an approved KAYB mailing list. The Communications Director shall prepare and mail a KAYB newsletter as needed (or as otherwise directed by the Board) containing Board actions and other pertinent information and maintain the official KAYB website on a regular basis. The Communications Director shall maintain accurate records and provide all materials and documentation necessary for the next Communications Director and turn these documents over at the end of his/her term.

#### **B2.6.8 League Representative**

The League Representative is a voting member of the Board. The League Representative is responsible for coordination and ensuring that all KAYB Rules of Competition and Guidelines are communicated to and followed by the KAYB League coaches. The Representative serves on the Manager Selection Committee to evaluate applications for open KAYB League coaching positions, and assists the Player Agent in resolving disputes between players and coaches. The League Representative shall maintain accurate records and provide all materials and documentation necessary for the next League Representative and turn these documents over at the end of his/her term.

#### **B2.6.9 Major-70 League Representative**

The Major-70 League Representative is a voting member of the Board. The Major-70 League Representative is responsible for ensuring that all KAYB Rules of Competition and Guidelines are communicated to and followed by the Major-70 League coaches, assists the Player Agent in resolving disputes between players and coaches, ensures the Major-70 League playing field is properly maintained by communicating any substandard conditions to the Field Maintenance Directors, assists in developing the League game schedule, and schedules the use of the Major-70 League field. The Major-70 League Representative shall maintain accurate records and provide all materials and documentation necessary for the next Major-70 League Representative and turn these documents over at the end of his/her term.

### **B2.6.10 Major-60 League Representative**

The Major-60 League Representative is a voting member of the Board. The Major-60 League Representative is responsible for ensuring that all KAYB Rules of Competition and Guidelines are communicated to and followed by the Major-60 League coaches, assists the Player Agent in resolving disputes between players and coaches, ensures the Major-60 League playing field is properly maintained by communicating any substandard conditions to the Field Maintenance Directors, assists in developing the League game schedule, and schedules the use of the Major-60 League field. The Major-60 League Representative shall maintain accurate records and provide all materials and documentation necessary for the next Major-60 League Representative and turn these documents over at the end of his/her term.

### **B2.6.11 Minor League Representative**

The Minor League Representative is a voting member of the Board. The Minor League Representative is responsible for ensuring that all KAYB Rules of Competition and Guidelines are communicated to and followed by the Minor League coaches, assists the Player Agent in resolving disputes between players and coaches, ensures the Minor League playing field is properly maintained by communicating any substandard conditions to the Field Maintenance Director, assists in developing the League game schedule, and schedules the use of the Minor League field. The Minor League Representative shall maintain accurate records and provide all materials and documentation necessary for the next Minor League Representative and turn these documents over at the end of his/her term.

### **B2.6.12 Rookie/T-Ball League Representative**

The Rookie League Representative is a voting member of the Board. The Rookie League Representative is responsible for ensuring that all KAYB Rules of Competition and Guidelines are communicated to and followed by the Rookie League coaches. The Rookie League Representatives assists the Player Agent in resolving disputes between players and coaches, and ensures the KAYB Rookie League playing field is properly maintained by communicating any substandard conditions to the Field Maintenance Director. The Rookie/T-Ball League Representative shall maintain accurate records and provide all materials and documentation necessary for the next Rookie/T-Ball League Representative and turn these documents over at the end of his/her term.

### **B2.6.13 Co-Field Maintenance Directors**

The Co-Field Maintenance Co-Directors are voting members of the Board. The Co-Field Maintenance Co-Directors are responsible for ensuring the KAYB facilities are maintained in safe condition. The Co-Field Maintenance Co-Directors shall prepare and submit to the Board an annual budget request for maintenance and upgrade of the facilities. The Co-Field Maintenance Co-Directors shall have authority for approval of all planned facility upgrades or repairs. The Co-Field Maintenance Co-Directors are responsible for organizing work parties or groups to perform the required maintenance activities and to organize and coordinate the annual spring clean-up work party. The Co-Field Maintenance Co-Directors shall ensure that all expenditures for field maintenance activities remain within the allocated budget. The Co-Field Maintenance Co-Directors shall together maintain accurate records and provide all materials and documentation necessary for the next Co-Field Maintenance Co-Directors and turn these documents over at the end of his/her term.

### **B2.6.14 Concession Co-Directors**

The Concession Stand Co-Directors are voting members of the Board. The Concession Stand Co-Directors are responsible for operation of the KAYB concession stand. The duties include arrangement of support worker schedules, ordering of supplies, accounting of funds, and working with the Treasurer to ensure funds are properly deposited and accounted for. The Concession Stand Co-Director shall also monitor the condition of the concession facility and notify the Field Maintenance Director of any conditions requiring repair. The Concession Stand Co-Directors shall maintain accurate records and provide all materials and documentation necessary for the next Concession Stand Co-Director and turn these documents over at the end of his/her term.

### **B2.6.15 Fund Raising Director**

The Fund Raising Director is a voting member of the Board. The Fund Raising Director is responsible for directing KAYB fund raising activities not related to sponsorship or the concession stand. The Fund Raising Director shall work with the Treasurer to ensure all money raised is properly handled. The Fund Raising Director shall maintain accurate records and provide all materials and documentation necessary for the next Fund Raising Director and turn these documents over at the end of his/her term.

### **B2.6.16 Sponsorship Coordinator**

The Sponsorship Coordinator is a voting member of the Board. The Sponsorship Coordinator shall secure financial support for KAYB from local organizations and businesses in accordance with the Babe Ruth/Cal Ripken Baseball Division Rules and Regulations. The Sponsors Director shall arrange for an advertising sign for any new sponsor or to replace any sponsor sign, which had fallen into disrepair. The Sponsorship Director shall prepare and submit to the Board an annual budget request for the purpose of generating/repairing sponsor signs. The Sponsorship Coordinator shall maintain accurate sponsor records including term of sponsorship and provide all materials and documentation necessary for the next Sponsorship Coordinator and turn these documents over at the end of his/her term.

### **B2.6.17 Team Parent Representative**

The Team Parent Representative is a voting member of the Board. The Team Parent Representative is responsible for organizing the team parent network and communicating the necessary information to the team parents. The Team Parent Representative shall assist the Concession Stand Director in staffing the concession stand with team parents from each League. The Team Parent Representative will be responsible for organizing and scheduling Team Pictures for the League. The Team Parent Representative shall maintain accurate records and provide all materials and documentation necessary for the next Team Parent Representative and turn these documents over at the end of his/her term.

### **B2.6.18 Equipment Manager**

The Equipment Manager is a voting member of the Board. The Equipment Manager shall maintain batting helmets, catchers' gear, bats, balls, scorebooks, and other equipment as required. The Equipment Manager shall prepare and submit to the Board an annual budget request for purchase of KAYB equipment. The Equipment Manager shall ensure that expenditures for equipment remain within the allocated budget. The Equipment Manager shall maintain accurate records and provide all materials and documentation necessary for the next Equipment Manager and turn these documents over at the end of his/her term.

### **B2.6.19 Uniform Coordinator**

The Uniforms Coordinator is a voting member of the Board. The Uniform Coordinator shall procure and issue the KAYB supplied uniforms. The Uniform Coordinator shall prepare and submit to the Board an annual budget request for the purpose of generating/repairing and purchasing of KAYB supplied uniforms. The Uniform Coordinator shall ensure that expenditures for this position remain within the allocated budget. The Uniform Coordinator shall be responsible for all KAYB clothing orders. The Uniforms Coordinator shall maintain accurate records and provide all materials and documentation necessary for the next Uniforms Coordinator and turn these documents over at the end of his/her term.

### **B2.6.20 Tournament Director**

The Tournament Director is a voting member of the Board. The Tournament Director is responsible for organizing all KAYB sponsored post-season tournaments. The Tournament Director is also responsible for scheduling all KAYB teams into post-season tournaments. All-Star and Tournament Team Managers must go through the Tournament Director to register for post-season tournaments. The Tournament Director shall maintain accurate records and provide all materials and documentation necessary for the next Tournament Director and turn these documents over at the end of his/her term.

### **B2.6.21 Previous Year's League President**

The previous year's Board President will be a voting member of the Board for the following season. The responsibility is to pass on his/her perspective and experience to the present President and Board, and will have a vote on all motions brought before the Board, at meetings attended.

## **B2.7 — TEAM SPONSOR SELECTION AND FEES**

The Board shall set the sponsorship fee for all KAYB League Teams. A sponsor may not pay his/her fee in trade. New team sponsors for Major-70 League teams shall be chosen by the Board from the waiting list of sponsors maintained by the Sponsorship Director. The Sponsorship Director shall assign the team sponsors for Major-60, Minor, **Rookie and T-Ball** League teams.