

# **RCBA ByLaws**

Rogers County Baseball Association  
P.O. Box 453  
Claremore, Ok. 74018  
342-0566

## **1. ORGANIZATION**

**1.1** The Board of Commissioners of the Rogers County Baseball Association (RCBA) is charged with the responsibility of administering baseball leagues for ages 5 through 14. The Board of Commissioners shall consist of at least six (6) people. Each commissioner will be elected/appointed for a one (1) year term. Officers will be elected by the Board of Commissioners and serve a one (1) year term.

**1.2** Officers will consist of a President, Vice President, Secretary and Treasurer. A majority vote of all commissioners shall be necessary to elect an officer. The President will be responsible for proper guidance and leadership of the Board and for delegating assignments to properly administer the baseball program. All officers will serve for a full year.

**1.3** The Secretary will maintain minutes of all meetings. Board approval of previous meetings will be the first order of business at each meeting.

**1.4** The Treasurer will supply financial statements annually to the Board of Commissioners for approval.

**1.5** The Treasurer will be responsible for all budgets and financial reports, including concessions operation.

**1.6** 70% of the Board of Commissioners must approve all expenditures. Checks shall be signed by two RCBA Officers.

**1.7** The outgoing Treasurer will be responsible for an orderly turnover of all RCBA financial records and reports to the new Treasurer. The Board of Commissioners shall cause the books and records to be audited by either the Association or its designated agent.

**1.8** The Board of Commissioners will be solely responsible for writing, distributing and administering contracts, maintaining harmony within each league, contacting managers relative to schedules, schedule changes, tournaments, distributing rules and procedures, resolving protests, and related details. Decisions made on purchasing or disposing of equipment, hiring personnel and making field improvements must be approved by a majority of the Board of Commissioners.

**1.9** The Board of Commissioners' meetings, which will be open to the public, shall be held on a regularly scheduled basis as determined by each new Board. Failure by a Commissioner to attend these meetings or participate in the program may result in dismissal by a two-thirds majority vote of the Board of Commissioners. Any Commissioner may call a special meeting provided all Commissioners are notified at least forty-eight hours in advance.

**1.10** The Board of Commissioners shall fill, by appointment, the remainder of any term, which may become vacant during the year, by a majority vote of the Commissioners.

**1.11** All Board meetings will be conducted by the President according the following agenda:

- a.** Call to order and reading and approval of the minutes from the previous meeting.
- b.** Roll call and notation of absent commissioners.
- c.** Treasurer's report.
- d.** Old business.
- e.** New business.
- f.** Adjournment

At public meetings, the President shall regulate participation from the floor and shall have the right to exclude any participant who becomes unruly or refuses to abide by the order of business of the meeting. At all meetings, including public meetings, all motions, seconds thereof and votes thereon shall be made by the Commissioners and not from the floor.

**1.12** A majority of the Board of Commissioners shall be a quorum for the transaction of any business. Each Commissioner may appoint a proxy for voting in his or her absence.

**1.13** When a person is nominated for a Commissioner's post, that person should be informed of the time consuming and possible unpopular responsibilities associated with the post. The nominee should know the extent of a Commissioner's duties and be prepared to perform them conscientiously to the best of his/her abilities, in an unprejudiced manner. When acting as a Commissioner, loyalties lie with the league and not with any particular team.

Commissioners should always bear in mind the fact that this baseball program is for the participants, not the managers, coaches or parents. A Commissioner will not coach a team in the same league in which he/she is serving as a League Commissioner.

**1.14** If, for some unforeseen reason, a Commissioner is unable to perform these duties in a satisfactory manner, he or she should tender his or her written resignation to the Board of Commissioners, who will take immediate action to appoint a new Commissioner by the procedures listed above for the un-expired portion of the resigning Commissioner's term.

**1.15** Some of the requirements for a successful program are as listed below. It is the responsibility of the Board of Commissioners to assure that these requirements are met:

- a.** The procurement of capable umpires.
- b.** Provisions for game balls, bases, pitchers' rubber, etc.
- c.** Arrangements for dugouts and bleachers.
- d.** Scheduling.
- e.** Field marking.
- f.** Concession stands operation, provisions, etc.
- g.** Control of spectators.

**1.16** Written rules could not possibly be published that would cover all situations that will arise in the program. Should a situation arise that is not specifically covered by the written rules, the Board of Commissioners shall rule on such situation if deemed necessary. Any deviation from a written rule will be by the express consent of a majority of the Board of Commissioners.

**1.17** In case of a tie vote by the Board of Commissioners, the President's vote will break the tie. His or her decision will be final.

**1.18** Commissioners, managers, coaches, umpires, scorekeepers and all other persons acting in official capacities with the baseball program are required to obey all rules and regulations of the organization. This includes the teaching of good sportsmanship and good citizenship.