

BYLAWS
OF
MOORE YOUTH BASEBALL ASSOCIATION, INC.

ARTICLE 1 – NAME AND PURPOSE

- 1.1: The name of the organization shall be Moore Youth Baseball Association, Inc.
- 1.2: The objective of the Association shall be the following:
- A. To build healthy bodies and minds.
 - B. To develop skill and proficiency in Baseball and related activities.
 - C. To teach concepts of teamwork, sportsmanship, loyalty, honesty, pride and integrity.
 - D. To stimulate community interest in sports.
 - E. To have fun in a safe environment.
 - F. To do all of these things with the welfare of the youngsters first and foremost, without ambition for personal glory.
 - G. To retain the best coaches possible for the advancement of the objectives of the MYBA, Inc.

ARTICLE 2 - MEMBERSHIP

- 2.1: As specified in the Constitution of the Association. In addition, any person sincerely interested in active participation to affect the objective of Moore Youth Baseball and currently in good standing with M.Y.B.A., Inc. may be a member. Application for membership may be denied by a quorum vote of the Board of Directors.
- 2.2: There shall be the following two classes of members:
- A. *Player Member*: Any youth meeting the requirements of M.Y.B.A., Inc., and residing within the authorized boundaries of the association shall be eligible for participation.
 - B. *Regular Member*: Any adult who is the parent and/or legal guardian of a player member, or is a resident of the Moore School District, that interested in furthering the objectives of this association may become a regular member. All Board members, coaches, team managers, and any other elected or appointed official must be an active regular member in good standing according to the authority having jurisdiction.
- 2.3: Suspension or Termination:
- A. Membership may be terminated by resignation or by the action of the Board of Directors, by Quorum vote of those present at the duly constituted meeting. The Board of Directors shall have the authority to discipline, eject, or suspend the membership of any member when the conduct of such person is considered detrimental to the best interest of the players and/or the Association. Detrimental can be but not limited to, anything that is harmful, disadvantageous, damaging, negative, unfavorable, or injurious. This will be determined by the authority having jurisdiction.
 - B. If membership is possibly being terminated, the member involved must be notified of such meeting, informed of the general nature of the charges and bylaw(s) violated, and given an opportunity to answer such charges. A minimum of forty-eight hours notice shall be given to the member involved. If the member does not attend the meeting, it will still be held. A vote will take place and membership may still be terminated.
 - C. In the case of a player member, the Executive Vice President shall give notice to the parent and/or guardian, and the head coach of the team in which he/she is a member. An adult (twenty-one years of age or older) shall appear in the capacity as the advisor with the player before the Grievance Board. A minimum of forty-eight hours notice shall be given to all concerned parties. If the concerned parties do

not attend the meeting, it will still be held. A vote will take place and membership may still be terminated.

ARTICLE 3 - GOVERNMENT

- 3.1: The governing body of this association shall be the Board of Directors. The Board of Directors shall consist of an Executive Board and Board Members.

Executive Board The authority having jurisdiction for enforcement of the by laws has the responsibility for making interpretations of the by laws, for deciding on the approval and disapproval of certain situations, and is the final deciding factor in all situations for MYBA, Inc. By special permission, the authority having jurisdiction may permit alternative methods where it is assumed that the equivalent objectives can be achieved by establishing and maintaining effective safety, leadership, and sportsmanship.

- A. The Executive Board shall consist of the following positions: President, Senior Vice President, Executive Vice President, Baseball Director, Secretary, and Treasurer.
- B. Board members shall consist of Age Group Coordinators one for each age group 5 – 14 and Minors.

- 3.2: The Executive Board shall manage the property and affairs of the organization. Board Members shall, upon election, enter into the performance of their duties described in Article 5 as of August 1st of the new season and shall continue in office for a total of term of two (2) years ending July 31st of the 2nd year. Odd Age Group Coordinators will be up for election every year. The existing odd Age Group Coordinator will be advanced to the next age. The existing even Age Group Coordinator's term will have expired. The President, and the appointed Executive Board Members, shall take office as of August 1st.

- A. The outgoing officers shall transfer all records, files and materials.
- B. Communicate all practices and policies to the newly elected officers to insure a smooth transition of the duties. Personally developed procedures, letters and records are considered property of the Association and shall be transferred in the process.

- 3.3: The President shall have the power to appoint such standing and special committees as he/she determines, and delegate such power to them. The Executive Board shall have the power to fill any vacancy, which may occur in any office with ratification of the Board Members.

- 3.4: The Board of Directors may adopt such rules and regulations for the management of the association, as it deems proper.

- 3.5: Prerequisites for the Executive Board:

President and Senior Vice President must have served one term (2 years) in a MYBA, Inc. office at Age Group Coordinator position or higher to run or be appointed for office.

The Executive Vice President must have served one full spring season or ½ of a 2-year term (1 year) as an age group coordinator.

Baseball Director must have served one full spring season or ½ of a 2 year term (1 year) or more as an Age Group Coordinator or higher to be appointed for office. He/she should be proficient in the use of Excel, Microsoft Word, have good typing and phone skills.

Secretary must have served one full spring season or ½ of a 2 year term (1 year) or more as an Age Group Coordinator or higher to be appointed for office. He/she should be proficient in the use of Excel, Microsoft Word, have good typing and phone skills.

Treasurer must have served one term (2 years) or more as an Age Group Coordinator or higher to be appointed for office. He/she should have a minimum of one-year bookkeeping experience.

3.6: Election Process – See Article 14.

ARTICLE 4 - MANAGEMENT

4.1: There must be a quorum to conduct a meeting. A quorum will be a minimum of 60% of the Executive Board members in conjunction with 60% of the regular Board members. Once a quorum is established, quorum shall continue for the entire meeting without regard to members leaving the meeting prior to adjournment.

ARTICLE 5: DUTIES OF OFFICERS AND MEMBERS

5.1: Board of Directors: The Board of Directors shall be known as "The Board" or "Board Members". Their responsibility is to conduct this association in strict accordance to the Constitution, By-laws, policies, principles, rules and regulations of the M.Y.B.A. The Board shall vote on all issues during a Board of Directors meeting, with the exception of the President. The Board will attend all scheduled meetings. The Board will perform other duties as prescribed by the Executive Board. The Board is responsible for the safe and effective operation of this association.

5.2: President: The President shall represent this Association at all meetings of M.Y.B.A .Inc. and shall keep this Association informed as to the activities of the M.Y.B.A. Inc. The President shall be responsible for coordinating or causing the coordination of all activities where the Association has a responsibility to M.Y.B.A., Inc. The President shall preside at the Association meetings and assume full responsibility for the operation of M.Y.B.A.,Inc. according to it's Constitution and Bylaws. He/she shall be responsible for the conduct of this Association in strict accordance to the Constitution, Bylaws, policies, principles, rules and regulations of the M.Y.B.A., Inc. The President shall supervise the function of the various committees. The President shall vote only to break a tie. The President should attend all scheduled meetings. The President shall arrange a Coach's Clinic, a Team Managers' Clinic and a CPR/First Aid Class as deemed necessary. The President should attend meetings held with the City of Moore. The President is responsible for the safe and effective operation of this association.

5.3: Senior Vice President: The Senior Vice President shall preside in the absence of the President and shall work with other officers and committee members. The senior Vice President shall carry out such duties and assignments delegated by the President. The Senior Vice President should attend all meetings and vote on all motions. The senior Vice President should attend all meetings held with the City of Moore. The Senior Vice President is responsible for the safe and effective operation of this Association. The Senior Vice President shall keep the Age Group Coordinators of ages 9-16 advised of all scheduled games and meetings.

5.4: Executive Vice President: The Executive Vice President shall preside in the absence of the President and Senior Vice President. The Executive Vice President shall work with other officers and committee members. The Executive Vice President should attend all meetings and vote on all motions. The Executive Vice President should attend all meetings held with the City of Moore. The Executive Vice President shall have other powers and perform other duties as prescribed by the President. The Executive Vice President is responsible for the safe and effective operation of this association. The Executive Vice President shall keep the Age Group Coordinators of ages 4-8 advised of all scheduled games and meetings.

5.5: Baseball Director: The Baseball Director shall assist the Vice Presidents in checking eligibility of all baseball players throughout the season. The Baseball Director shall supervise and direct the Age Group Coordinators and enforce the rules and regulations that they are to follow. The Baseball Director shall make every attempt to resolve disputes and problems reported to him/her by the Age Group Coordinators. If unable to resolve reported problems or disputes at his/her level, then the Baseball Director will report immediately to the

Executive Board for a possible Grievance hearing. The Baseball Director shall chair the grievance committee. The Baseball Director shall manage all tournaments and enforce the rules and regulations to be followed. The Baseball Director shall manage all game scheduling for league play and tournaments and is responsible for scheduling the opening and closing of the park. The Baseball Director is responsible for the safe and effective operation of this organization.

- 5.6: Secretary: The Secretary shall maintain a register of members and all Board Members. The Secretary should attend all scheduled meetings, record the minutes of each meeting, and conduct a roll call of the Board of Directors. The Secretary shall vote on all motions. The Secretary shall provide the Board Members with a copy of the minutes. The Secretary shall handle the Association's insurance administration and maintain a record of all official documents. The Secretary shall perform other duties as prescribed by the Executive Board. The Secretary is responsible for the safe and effective operations of this association. He/she is responsible for records dating back a minimum of 3 years.
- 5.7: Treasurer: The Treasurer shall maintain the Association's books and financial recordings. The Treasurer shall provide a financial statement once a month to the Board of Directors at the Board of Directors meeting. The Treasurer shall preside over the budget committee, which shall propose a budget at the beginning of the year and distribute a copy to the Board of Directors no later than February 20th. After the Board makes any necessary adjustments and then votes to accept the budget, the Treasurer will print up a final budget for the year and distribute it at the March meeting. The Treasurer shall supervise all finances and pay all approved purchases or expenses. The Treasurer shall provide receipts for all monies collected. The Treasurer should attend all scheduled meetings and vote on all motions. The Treasurer shall perform other duties as prescribed by the Executive Board. The Treasurer is responsible for the safe and effective operation of this association.
- 5.8: Age Group Coordinator: The Age Group Coordinator is a member of the Board of Directors. The Age Group Coordinator shall check eligibility of the baseball players in their assigned age group throughout the season. He/she shall check addresses and age at the beginning of the season. The Age Group Coordinator shall keep the coaches in their age group advised of scheduling and meetings. The Age Group Coordinator is responsible for coordinating game scheduling. The Age Group Coordinator shall be responsible for the timely collection of the team's rosters, birth certificates and player contracts from his ages Head Coaches. Each Age Group shall have an Age Group Coordinator assigned to perform these tasks. The Age Group Coordinator shall take complaints from coaches and parents and try to resolve them. Any unresolved issues shall be reported to the appropriate Vice President as soon as possible. The Age Group Coordinator should attend all board meetings. The Executive Board can recommend dismissal to the Board of Directors. The Executive Board shall then appoint a replacement. The Age Group Coordinator is responsible for the safe and effective operation of this association. The Age Group Coordinator cannot be the Age Group Coordinator of his or her child's age, with the exception of the Minor Age Group coordinator.
- 5.9: Head Coach: The Head Coach shall have control over all activities for their team. He/she is responsible for selecting eligible Assistant Coaches (Assistant Coaches must be approved by the Executive Board to be eligible) and is responsible for supervising the selected crew. The Head Coach shall be responsible for the timely collection of the teams rosters, birth certificates and player contracts. The Head Coach is responsible for using proper drills and methods to physically condition and develop skills. He/she is responsible for teaching the game of baseball. The Head Coach is responsible for knowing and following the Coaching Ethics and Guidelines for M.Y.B.A., nc. and must be N.Y.S.C.A. certified and have a current yearly background check from the city of Moore. He/she shall be held accountable for any participating ineligible players. The Head Coach shall attend all baseball coach's clinics required by M.Y.B.A., Inc. The Head Coach shall report all complaints and problems to the Age Group Coordinator immediately. The Head Coach shall perform other duties as prescribed by the Executive Board. The Head Coach is responsible for the safe and effective operation of this association.
- 5.10: Assistant Coach and/or dugout parents: The Assistant Coach and/or dugout parents shall assist the Head Coach with all activities for their team. The Assistant Coach and/or dugout parents shall abide by the decisions made by the Head Coach. The Assistant Coach and/or dugout parents are responsible for knowing and

following the Coaching Ethics and Guidelines for M.Y.B.A. and must be N.Y.S.C.A. certified and have a current yearly background check from the city of Moore. The Assistant coach and/or dugout parents shall attend all baseball clinics required by M.Y.B.A., Inc. The Assistant Coach and/or dugout parents shall perform any other duties as prescribed by the Head Coach or by the Executive Board. The Assistant Coach and/or dugout parents are responsible for the safe and effective operation of this association.

ARTICLE 6: MEETINGS

- 6.1: The Executive Board shall meet no less than once a month in an executive session as needed. The Board of Directors shall meet no less than once a month in an executive session as scheduled. Regular membership meeting dates shall be scheduled by the President as needed.
- A. Special Meetings may be called by the President at any time or if requested by any Board member and approved by 50% of the Executive Board.
 - B. Attendance at the regularly scheduled meetings is mandatory for all Board Members. Any member who cannot attend a scheduled meeting shall notify the Secretary or an Executive Board Member.
 - C. Any Board Member who misses two consecutive meetings may be removed by a quorum vote of the remaining Board Members upon recommendation of the Executive Board.
 - D. At all meetings of members, each member may vote in person or by proxy. All proxies shall be in writing and filed by the Secretary. Every proxy shall be revocable and shall automatically cease upon adjournment of the meeting specified by the written proxy. Faxed copies and e-mails with signature and date of specific meeting will be acceptable. There may or may not be agenda specific.

ARTICLE 7: FINANCIAL AND ADMINISTRATIVE YEAR

- 7.1: This Association shall operate both financially and administratively on a yearly basis, beginning August 1 and ending July 31st as to operate from the beginning of the Fall season and run through the end of the following Spring season. The financial records shall be closed July 31st.
- 7.2: The fiscal report shall be given at the August Board of Directors meeting and may contain estimates for the operations of the upcoming year.
- 7.3: The Board of Directors shall have the final decision in all matters pertaining to the finances of M.Y.B.A., Inc. and shall place all income in a common Association treasury. Directing the expenditures of such shall give no individual or team an advantage over those in competition with such individual or team. This excludes the finances that are incurred on a day-to-day basis.
- 7.4: The President or any member of the Executive board may spend up to \$600 per incident in operating expenses with the consent of at least two (2) other executive board members. Any amount above \$600 unless in an emergency situation, can be approved by a unanimous vote of the Executive Board or majority vote of the Board of directors.
- 7.5: The Board of Directors shall not permit the solicitation of funds in the name of M.Y.B.A., Inc. unless all of the funds so raised are placed in the local treasury.
- 7.6: The Board of Directors shall not permit the disbursement of Association funds for other than the conduct of baseball or normal business expenses to keep the Association running smoothly and properly.
- 7.7: No director, officer, Board member shall receive directly or indirectly any salary, compensation or emolument from the Association for services rendered as director, officer, Board member or other type of member.

- 7.8: All monies received shall be deposited to the credit of the Association in a designated local banking facility, and all disbursements shall be made by check. The President and Treasurer or other officer as determined by the Executive Board shall sign all checks. Two authorized signors shall sign all checks. All Executive Board members shall be required to have check signing authority.
- 7.9: The books for M.Y.B.A., Inc. shall be turned over to a Certified Public Accountant, or any other person appointed by the Executive Board, for purposes of an annual audit in August. A financial review will also be required upon early termination or replacement of office by the Treasurer.
- 7.10: All monies with supporting documentation received shall be turned in to the Treasurer as soon as possible for proper recording. All monies received shall be deposited daily by an Executive Board member. All monies for deposits shall be counted and verified by an Executive Board member and another Board member. All receipts shall be exchanged immediately.
- 7.11: A financial statement shall be provided upon written request and Executive Board approval.

ARTICLE 8: RIGHTS AND RESPONSIBILITIES OF BOARD MEMBERS

- 8.1: All Board Members shall abide by the following rules and responsibilities. Violation of these rules shall be cause for suspension or termination according to Article 2, Section 3.
- 8.2: Any board member found to be abusing his/her position on the board for personal gain, or to cause harm to others will be removed from the board & could possibly be suspended as a member of the association.
- 8.3: All Board Members have the following rights guaranteed under parliamentary law:
- A. To be treated fairly and equitably.
 - B. To receive notice of meetings, attend meetings, make and second motions when needed. Vote on motions.
 - C. Nominate people for office. Be nominated for office. Elect people for office.
 - D. Know the meaning of the questions or subjects being debated.
 - E. To speak on or debate an issue in turn.
 - F. Object when rules are being violated.
 - G. Appeal the decision of the chair.
 - H. Have access to minutes of all meetings.
 - I. Receive a treasurer's report once a month.
 - J. Get a copy of the M.Y.B.A., Inc. constitution and bylaws.
 - K. Not have to suffer personal abuse and attack from any other member(s).
 - L. Any other rights guaranteed under parliamentary law.
- 8.4: All Board Members have the following responsibilities and obligations as well.
- A. Attend meetings, be on time, and stay until the end of the meeting.
 - B. Be ready to talk knowledgeable and intelligently on a topic.
 - C. Be open-minded and attentive.
 - D. Treat everyone with courtesy and respect. No negative yelling at or belittling of other Board Members.
 - E. Follow the rules of debate and obey the rules of the association.
 - F. Attack issues not people! Respect the rights of others.
 - G. Abide by the final decision of the quorum vote.
 - H. Bring in or recommend new members.
 - I. Participate in committees as requested or needed. Respect the chair's opinion and rulings of the committee.
 - J. Promote the association's growth and influence. Enhance the Association's reputation.
 - K. Represent the association in a positive manner when participating in functions or activities for the association or at the park itself. Wear appropriate attire (no alcohol or tobacco advertisements on clothing).

- L. All Board Members will be assigned duties by the baseball director as needed which may include working League nights and Tournament weekends at the park.

ARTICLE 9: COACHING ETHICS GUIDELINE AND RESPONSIBILITIES

- 9.1: All Members & Coaches associated with M.Y.B.A., Inc. will abide by the following guidelines and responsibilities. Violations of these rules shall be cause for suspension or termination according to Article 2, Section 3.
- A. Do not criticize the opposing team, its coaches or fans, by word of mouth or by gesture.
 - B. Refrain from using abusive and profane language before anyone connected with the game.
 - C. Do not allow an ineligible player to participate in practices or games until M.Y.B.A, Inc. has approved the player for play.
 - 1. Any coach who knowingly plays an ineligible player shall be automatically suspended by M.Y.B.A., Inc. and may not assume coaching or any other duties with any team without the approval of the M.Y.B.A., Inc. Board of Directors.
 - D. Do not permit an injured player to reenter the game if further play would jeopardize his/her health.
 - E. Coaches shall not terminate game play, without reasonable cause, at any time unless the game officials terminate the game.
 - F. Use appropriate methods and drills for developing good physical conditioning and skills.
 - G. Emphasize that good athletes are good students both physically and mentally. M.Y.B.A., Inc. recommends a “no pass/no play” policy for individual players.
 - H. Strive to make every activity serve as a training ground for life, and as a basis for good mental and physical health.
 - I. Be on alert for any signs that would indicate possible health hazards. Also, insure alertness in the members of your coaching staff.
 - J. Explain clearly and thoroughly any additional or more stringent rules.
 - K. Make it clear to players that they are expected to attend all practices, meetings and games.
 - L. Explain and discuss with the players your rationale and philosophy, playing rules and any other additional rules you institute.
 - M. Enforce all rules and regulations of M.Y.B.A., Inc. They are only as effective as the Coaches’ attitude towards them. If there is a problem or question, immediately seek the assistance of the Age Group Coordinator.
 - N. No coach may join another team's coaching staff until released by the team he originally committed. M.Y.B.A., Inc.'s Executive Board will arbitrate disputes in this matter.
 - O. Do not intimidate the players, do not call them names that are degrading, and do not yell or scream at them in a negative manner. Yelling or screaming in a positive manner, a coaching manner is acceptable. If you are not sure of the difference, please ask the Executive Board for clarification.
 - P. Have fun and encourage your players to have fun as well.
 - Q. Teach the players to lose and to win with good sportsmanship.
 - R. Invoke fair and respectful discipline.
 - 1. Constructive criticism only, not degrading criticism.
 - 2. Do not dispute officials' calls beyond the acceptable questions.
 - 3. Remember Team play, not Individual play.
 - 4. Always keep a positive attitude around the players.
 - 5. Teach respect to the players by respecting authority yourself.
 - S. Explain rules and consequences regarding missed practices or games. Enforce these rules equally with all your players, no exceptions.

MAKE SURE ALL PLAYERS PLAY THE REQUIRED 50% RULE OF LEAGUE PLAY, BARRING UNFORESEEN CIRCUMSTANCES SUCH AS INJURY AND ILLNESS, AND MAKE

EVERY ATTEMPT POSSIBLE TO PLAY EACH PLAYER MORE THAN THE REQUIRED 50% RULE.

ARTICLE 10: DISSOLUTION

- 10.1: If at any time it becomes necessary or advisable to dissolve this association, all funds and assets shall be donated to a specified non-profit organization. Dissolution would require a super majority vote of all Board of Directors.

ARTICLE 11: AMENDMENTS

- 11.1: These Bylaws may be amended by a majority vote of the Board of Directors. All proposals must be submitted in writing to the President or Vice Presidents. Proposed amendments must be on the next meeting's agenda. Either the author of the proposed bylaw, President or Vice Presidents may request that the bylaw be presented at one meeting and not voted on until the next meeting. All amendments go into effect immediately unless the amendment specifies a future date and time.

ARTICLE 12: GRIEVANCE BOARD

- 12.1: The grievance board shall consist of the Baseball Director, and six grievance board members and three alternates. The grievance board members shall be nominated by the Baseball Director and approved by a quorum vote of the Executive Board. A quorum of two thirds of the Grievance Board Members must be present to hold a grievance hearing. The Baseball Director shall only vote in the case of a tie in grievances. The Baseball Director shall review all grievance complaints for possible violations of M.Y.B.A., Inc. bylaws or rules. The Baseball Director shall ensure the chain of command was followed to give the Age Group Coordinators and Head coaches a fair opportunity to resolve the dispute at their level before bringing a complaint to the grievance board. The Baseball Director shall serve as the Parliamentarian for grievance hearings. The grievance board shall meet in an executive session to discuss and vote an outcome of the grievance. The grievance board's decision is final.
- 12.2: A Grievance Board Member can recuse themselves from a grievance hearing for any reason. The Baseball Director will call upon an alternate to replace the recused Grievance Board Member. The Baseball Director can recuse a Grievance Board Member from a grievance hearing and name an alternate as a replacement. The Baseball Director can recuse himself from a grievance hearing in case of any conflict of interest. In this event, the Baseball Director shall name an Executive Board Member as a replacement.
- 12.3: Although the decision of the grievance board is final, complaints to the City of Moore are often made outside the authority of the M.Y.B.A., Inc. with or without the knowledge of the M.Y.B.A.,Inc. In order to be able to address such complaints, the President and/or the Baseball Director must be given the complaint in writing from the complaining party and be present at the time of delivery to the City official that would address such complaint. All complaints must follow the M.Y.B.A. chain of command prior to a grievance board hearing. NO EXCEPTIONS!

ARTICLE 13: INVALIDITY OF ANY ARTICLES

- 13.1: Should any article of this document be declared invalid or in conflict with any of the jurisdiction where the project is situated, the validity of all other articles shall remain unaffected and in full force and effect.

ARTICLE 14: ELECTIONS

- 14.1: The President and Age Group Coordinators are the only elected positions. The Executive Board shall be appointed by the President and ratified by a majority vote of the board of Directors

ARTICLE 15: ELECTIONS

15.1: Elections Committee

- A. Members
 - 1. The elections committee shall be composed of one chairperson and four members, none of which shall appear on the ballot.
 - 2. The committee members will be composed of Moore Youth Baseball board members.
- B. Responsibilities
 - 1. The elections committee will be responsible for handling all aspects of an election or special vote. These responsibilities will include, but not limited to:
 - 2. Any/all notifications of an impending election;
 - 3. Soliciting, receiving and verifying nominations;
 - 4. Preparing ballots and voter register logs;
 - 5. Maintaining control of the ballot box during the actual election;
 - 6. Counting the ballots;
 - 7. Preparing a report of the results of the election;
 - 8. Submitting the results of the election to the full board for certification;
 - 9. Addressing any irregularities that may have arisen during the election.
- C. At the conclusion of an election, the chairperson will take custody of the ballot box.
- D. At no time will the ballot box be opened (prior to certification) with out at least half of the committee members present.

15.2: Nominations

- A. A person may not nominate himself or herself.
- B. A person can not be nominated who is not considered in good standings with MYBA, Inc.
- C. Nominations will be accepted for a period of one (1) week.
- D. This will start two (2) week prior to the election and will end one week prior to the election.
- E. Nominations will be received only on an official MYBA, Inc. nomination form or from the Web site if provided.
- F. The nomination form shall include Name, address, phone #, and child(s) team information of person nominating, Also name, address, phone #, and child(s) team information of nominee. Nominations will not be accepted from any person whose child is participating in a nonresident status. This includes the person being nominated and the person making the nomination.

15.3: Ballots and Voter Register Logs

- A. The incumbent (if he/she chooses to seek reelection) will be listed first on the ballot.
 - 1. The name will appear under the position up for re-election.
- B. The remaining names will be listed under the incumbents name in alphabetical order.
- C. The positions up for re-election will be listed in the following order:
 - 1. President
 - 2. Age Group Coordinator
- D. The candidates for each of the desired positions will appear under the desired position as described above in Article XIV, Section 3, rule C.
- E. In the event there is a Constitutional Amendment or "Question" that must be approved by the general membership, that amendment or question will appear at the bottom of the ballot.
 - 1. The amendment or question will be followed by and approval and disapproval box
- F. A voter registration log will be created for each election.
 - 1. The log will consist of a computer printout asking for voter's name and address, players team information and age group.
 - 2. Copies of all team rosters will be used to reference the voter log for validity.
- G. Once the election has been certified, all ballots will be maintained for two years.

15.4: Ballot Box

- A. The ballot box will consist of any container capable of being secured by two locks.
- B. The ballot box will be secured by two (2) locks.
- C. One (1) key or combination will be maintained by the chairperson while the other is maintained by another Election Committee member voted on by the committee.
- D. The only permanent opening will be in the lid or top of the container.
 - 1. These opening will be small enough to insert a single ballot through and into the box.
 - 2. The opening will be no larger than a typical saw blade width.

15.5: Voter Eligibility

- A. A “regular” member in the Moore Youth Baseball Association that is not in nonresident status may vote during any election.
- B. At any time the player is reclassified from non-resident to resident, the parent is extended member privileges and may vote in any election.
- C. A member is considered as a single membership, no matter how many children he/she may have participating in the association.

15.6: Elections and Voting

- A. The elections will be held the first full week in June.
- B. The elections will be conducted league game nights Monday through Friday.
- C. The elections will be held from 6:00 PM to the conclusion of the final game.
- D. Members may cast one ballot anytime throughout the week during the specified times.
- E. Members must show an ID in order to obtain a ballot.
- F. The voting official will verify the voter’s membership by the voter’s log and the roster copies on file (reference Article 15, Section 3, Rule F.1).
- G. A member may only vote once in any election.
- H. In the event a board member resigns prior to the end of the term, the board of directors may appoint an individual to fill the position for the remainder of the term.
- I. In the event the President resigns prior to the end of the term, the Senior Vice President will assume the position of President for the remainder of the term. If the Senior Vice President chooses not to accept the position, the Executive Vice President may accept the position.
- J. In the event neither Vice President accepts the President's position the Board of Directors will appoint the President.

15.7: Certification of Election

- A. The election committee will meet as soon as practical after an election.
- B. Any irregularities will be addressed and a solution sought on each issue.
- C. These solutions may include, but not limited to:
 - 1. Discounting the ballot(s) and marking the ballot(s) involved as irregular.
 - a. A small note indicating why the ballot is irregular will be written on the back of each irregular ballot
 - 2. Accepting the ballot(s) as is.
 - a. A small note will be written on the back of the ballot indicating why the ballot(s) were questioned and the resolution made on the ballot.
 - 3. Present the irregularity to the full board for a resolution of the irregularity.
 - a. This will be done in the event the committee is unable to resolve the issue within the committee.
- D. The committee will prepare an irregularities report listing any irregularities from the election.
 - 1. The chairperson will then notify all parties involved in the irregularity of the outcome of the irregularity.

2. In the event the irregularity is passed to the full board for consideration, or the involved parties do not agree with the outcome of the irregularity, the chairperson will advise these parties of the next board meeting where the issue will be addressed.
 3. The chairperson will indicate dates, times, and names of individuals to whom they talked to when notifying parties of the irregularities.
- E. The chairperson or their designee will present the results report and the irregularity report to the President at the next board meeting.
- F. The committee will prepare a **RESULTS REPORT** that states the outcome of each race in the election.
1. All committee members will sign the report.
 2. A copy of the report will be given to the Executive Board and then be presented to the Board of Directors.
 3. Once the Results Report is accepted by the Board of Directors, the Election Committee will notify incumbents and nominees of the results.
 4. Results of the election will be sent to the membership by automated e-mail and posted on the league web site.
- G. The League Secretary will maintain the voter log, all ballots cast, a copy of the results report, and a copy of the irregularities report for a period of two years.