

**Northern California**  
**Girls Softball**  
**Association**

**\* BYLAWS \***

**(Approved March 2018)**

# NORTHERN CALIFORNIA GIRLS SOFTBALL ASSOCIATION - BYLAWS

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# NORTHERN CALIFORNIA GIRLS SOFTBALL ASSOCIATION - BYLAWS

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## ARTICLE I - Names and Location

### Section 1. NAME

This Association, as established in 1967, shall be known as:  
NORTHERN CALIFORNIA GIRLS SOFTBALL ASSOCIATION (NorCal or N.C.G.S.A.).

### Section 2. LOCATION

The principal place of business of this Association shall be in the City of Rancho Cordova, County of Sacramento, and State of California.

Correspondence shall be sent to:

NorCal 715 Borchard Court, Woodland CA 95695

with a copy to:

NorCal, 4101 Big Meadow Way, Rancho Cordova, CA 95742

## ARTICLE II - Purpose

### Section 1. MISSION STATEMENT

The objective is to operate the Northern California Girls Softball Association, N.C.G.S.A. (NorCal), as a recreational and developmental organization and in a way which develops and promotes within each player, manager and coach: Sportsmanship, Honesty, Leadership, Self-Esteem, Loyalty, Courage, Responsibility and Reverence for the game and its teachings as well as the athletic skills needed to play softball.

### Section 2. PURPOSE

To achieve this objective, NorCal, shall provide a supervised program under the Bylaws and the Regulations and Rules of the Association and the USA Softball Association (USA Softball). Our goal in providing the program is that our youth learn to play softball and through the attainment of these softball skills, move forward in life with a strong sense of right and wrong and a conviction to become good citizens in our communities.

All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary and that the molding of future citizens is of prime importance. In accordance with Section 501(c)(3) of the Federal Internal Revenue Code, the Local Leagues shall operate exclusively as non-profit educational organizations providing a supervised program of competitive softball games. No distribution of funds or part of the net earnings shall inure to the benefit of any Local League Member or individuals. No activities may include propagandizing, or otherwise attempt to influence legislation. There may be no participation in or intervention in any political campaign on behalf of any candidate for political office.

### Section 3. VALUES

Community - To allow and create a program that promotes opportunities for communities to participate in the regional events of NorCal that foster community pride. To promote an environment that fosters family values, increases self-esteem in individuals and encourages positive participation in friendly competition.

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Citizenship - To exhibit the character and high level morals of honesty, hard work, dispositions and behaviors that build such life skills as leadership, handling desires, overcoming fears and challenges, facing opportunity and adversity, dealing with failures and successes in a straightforward and dignified manner through the teaching of softball.

Sportsmanship - To teach, learn and play in a positive environment that promotes the best for each competitor and participant. Win or Lose, the goal is to actively engage in the concepts of fair play, self-control, respect for opponents, coaches and umpires.

Teamwork - To perform as individuals in a "team first" method that has concepts such as individual accountability and responsibility to the coordinated efforts of the team and the goals of the team. Putting the team before self as a way to manage and play the game of softball.

Fair Play - To promote, through rules, direction and skills development, the equitable participation of players in our recreational leagues, the promotion of volunteers through teaching and education, and the creation of opportunities to play softball in a safe, positive environment.

## **ARTICLE III - Membership and Voting**

### **Section 1. MEMBERSHIP**

Membership in this Association shall be through application and approval by a simple majority vote of the League of Representatives, followed by the payment of the required fees. Membership shall be renewed annually.

### **Section 2. TO CONDUCT ASSOCIATION VOTING**

Each member league shall, upon approval of its membership, send two representatives as members of the League of Representatives and they shall hold one vote each in conducting Association business. One vote by league Representative and one vote by President of league. The association will not allow any Proxy voting for Officers, Bylaws, Regulations, or Rules of Play & Policies of Operation.

### **Section 3. NORCAL**

NorCal and member leagues will maintain and follow USA Softball rules and boundaries set forth by NorCal and GSSA Commissioner.

## **ARTICLE IV - Officers – Executive Board of Directors**

### **Section 1. OFFICERS**

The officers of the Association shall be President, Commissioner, Umpire-in-Chief, Treasurer, Secretary, 16-Under/14-Under Division Representative, 12-Under Division Representative, 10-Under/8-Under Division Representative and Assistant Commissioner, and shall be known as the Executive Board of Directors. The office of Treasurer may be combined with that of the Secretary at the discretion of the League of Representatives.

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## **Section 2. VOTING RIGHTS**

The Executive Board does not have the right to vote on any issue in front of the League of Representatives, except in the case the Executive Board of Directors officer is also a valid voting representative or President of a member league. The Executive Board of Directors officers may vote on issues of management, finances, and Rules of Play & Policies of Operation for governing the association. The NorCal President does not have the right to vote with the League of Representatives if representing his/her league but retains the rights to vote under Roberts Rule of Order.

## **Section 3. ELECTIONS**

The officers of this Association shall be elected at a regularly scheduled meeting. Nominations for officers will be made at least thirty (30) days prior to the December meeting.

## **Section 4. TERM OF OFFICE**

Officers shall serve for a two-year term elected at the December meeting and will commence on January 1. The offices of President, Umpire-in-Chief, Secretary, and Assistant Commissioner will be elected in even numbered years, and the offices of Commissioner, Treasurer, 16-Under/14-Under Division Representative, 12-Under Division Representative, and 10-Under/8-Under Division Representative Coordinators shall be elected in odd numbered years.

## **Section 5. REMOVAL AND RESIGNATION**

Any officer may be removed by a 2/3 vote of the League of Representatives in attendance with a quorum. Resignations will be by written notice to the Executive Board of Directors.

## **Section 6. VACANCIES**

Vacancies will be filled by the Executive Board of Directors with the approval of the League of Representatives.

## **Section 7. PRESIDENT**

The President shall be chief executive officer of the Association and shall, subject to the control of the Board, have general supervision, direction and control of the business and affairs of the Association. He/She shall have the power to call meetings and establish committees when needed. The President does not have a vote unless in the case to make or break a tie, in accordance with Robert's Rules of Order. The President shall appoint Site Directors and Staffing for All Star tournaments. At the end of his/her two-year term, he/she shall stay on for one year and act as a Parliamentarian or Past President.

## **Section 8. COMMISSIONER**

In the absence of the President, the Commissioner will perform all the duties of the President, with the same power and subject to the same controls as the President. The Commissioner shall be responsible for settling any disputes arising over member league boundaries. His/Her duties shall include assisting persons of organizations who are interested in establishing member leagues of the Associations. He/She shall determine the eligibility of all players. The Commissioner shall appoint Site Directors and Staffing for Winter League tournaments. He/She shall cast the tie-breaking vote at any time such a need may arise on the Board of Representatives issues. He/She has the authority to decide the outcome of any protests. If conflict of interest exists, the protest shall be handled by the Assistant Commissioner. The Executive Board of Directors will make the final decision if both Commissioners have a conflict of interest or the Commissioner's decision is appealed or the Commissioner wishes the matter reviewed by the Executive Board of Directors.

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### **Section 9. UMPIRE-IN-CHIEF**

In the absence of the President or the Commissioner, the Umpire-in-Chief will perform all the duties of the President, with the same power and subject to the same controls as the President. The Umpire-in-Chief is to be a liaison between the leagues and the local umpire groups. The UIC shall coordinate with USA Softball UIC regarding communication of tournament schedules and rules. He/She shall promote umpiring clinics and oversee the umpiring of all NorCal functions for all seasons of play.

### **Section 10. TREASURER**

In the absence of the President, Commissioner, and Umpire-in-Chief, the Treasurer will perform all the duties of the President, with the same power and subject to the same controls as the President. The Treasurer shall keep an adequate and correct account of the assets, liabilities, disbursements and receipts of the Association. The Treasurer shall deposit all monies in the name and to the account of the Association as prescribed by the Board. The Treasurer shall disburse funds as ordered, but such disbursements must include the signature of the Treasurer and one other designated officer. The Treasurer shall deliver a financial statement to the Board and each member league routinely each quarter. The books of account shall be open at all times for inspection by any Representative, officer or member league Board member. The Treasurer shall perform any other duties as prescribed by the Board. The Treasurer is responsible for maintaining the tax-exempt status of the Association by ensuring that the appropriate tax return is filed in a timely manner.

### **Section 11. SECRETARY**

The Secretary shall keep, or be responsible for the keeping of the Minutes at all regular and special meetings. The Secretary shall be responsible for all communication from the Association. Notices and purpose of meetings to all officers, representatives, and member leagues shall be the responsibility of the Secretary. The Secretary shall perform all other duties as may be prescribed by the Board. The Secretary shall maintain League & Executive Board contacts and Roster of voting members.

### **Section 12. 16-UNDER / 14-UNDER DIVISION REPRESENTATIVE**

The 16-under/14-under Division representative shall perform such other duties as from time to time may be prescribed by the President.

### **Section 13. 12-UNDER DIVISION REPRESENTATIVE**

The 12-under Division representative shall perform such other duties as from time to time may be prescribed by the President.

### **Section 14. 10-UNDER / 8-UNDER DIVISION REPRESENTATIVE**

The 10-under / 8-under Division representative shall perform such other duties as from time to time may be prescribed by the President. A special assignment is to offer assistance to the Tee Ball Division when needed.

### **Section 15. ASSISTANT COMMISSIONER**

The Assistant Commissioner shall aid and assist the Commissioner; and in the absence of the Commissioner, they shall perform all duties of the Commissioner. A specific assignment is the coordination of the Winter League program.

### **Section 16. TOURNAMENT COMMITTEE**

The President shall appoint Site Directors and staffing for All Star tournaments. The Commissioner will appoint Site Directors and staffing for Winter League tournaments. The Executive Board of Directors shall maintain authority of site location, schedule, finances, rules and regulations.

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## **Section 17. GRIEVANCE COMMITTEE**

This committee will hear appeals of decisions of member league's boards brought by parties affected by the decision. Appeals may only be brought to the Grievance Committee after all efforts have been exhausted at the local level. Once all efforts have been exhausted at the local level, an appeal may be filed in writing to the NORCAL President and MUST be copied to the local board's President involved with the decision. The NORCAL president has five (5) days after receiving the appeal to appoint the committee. The committee must meet within five (5) days of being appointed to hear the appeal. The committee will render their decision within five (5) days after meeting. The decision will be in writing and will be copied to all involved parties. The Committee's decision is binding on all parties and may not be appealed further. The Committee will be comprised of Presidents from three member leagues (not associated with the appeal). The NorCal President will appoint the members of the committee for each appeal and the members will serve as long as it takes to resolve the appeal for which they were appointed.

## **ARTICLE V – League of Representatives**

### **Section 1. POWERS**

The powers of this Association shall be exercised by the League of Representatives, which shall be composed of two representatives, in which one must be the President from each member league.

### **Section 2. QUALIFICATIONS OF REPRESENTATIVES**

Persons designated as representatives by member leagues shall be deemed qualified to be representatives, and must be submitted in writing to NorCal Secretary to be a valid voting representative.

### **Section 3. NUMBER OF REPRESENTATIVES**

The League of Representatives shall consist of twice the number of representatives as there are league members in this Association.

### **Section 4. TERM OF OFFICE**

Representatives shall serve for the same period of time which member league boards are elected, unless removed or replaced during that period by the member league board.

### **Section 5. VACANCIES**

Vacancies on the League of Representatives shall be filled by the member league, from which the vacancy occurs, within a period of thirty days.

### **Section 6. REGULAR MEETINGS**

Regular meetings shall be held at such times and locations as the Executive Board may set, Regular meetings shall occur on the 2<sup>nd</sup> Wednesday of every month, but no less than one meeting every three months. These shall be open meetings.

### **Section 7. SPECIAL MEETINGS**

Special meetings shall be held whenever called by the President, or in his/her absence or disability, by any member of the Executive Board of Directors.



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## **Section 8. NOTICE OF MEETINGS**

Notice of the time and place of regular and special meetings will be given to each officer and representative by the Secretary at least three (3) days prior to the meetings. Notices of special meetings will include the purpose of the meeting.

## **Section 9. QUORUM**

A simple majority of leagues plus two elected Executive Board members shall be necessary and sufficient to constitute a quorum for the transaction of routine business. In the absence of enough leagues, the President shall distribute the necessary votes for a quorum to the officers of the Association, other than himself/herself, to transact necessary business.

## **ARTICLE VI - Capital and Uses**

### **Section 1. CAPITAL**

The capital of this Association shall be obtained through fees for membership, fund-raising promotions, voluntary donations, and tournament proceeds.

### **Section 2. USES**

The spending of all capital shall be in an attempt to benefit members of this association in fulfilling the goals desired through a softball program.

### **Section 2. AUTHORITIES and RESPONSIBILITIES**

The President shall maintain authority of all capital and finances. President shall have budgetary control and presentation for all events and tournaments, which will be maintained by the Treasurer and reported monthly.

## **ARTICLE VII - Parliamentary Authority**

### **Section 1. PARLIAMENTARY AUTHORITY**

The rules contained in Robert's Rules of Order shall govern this Board in all cases, except when inconsistent with the bylaws of the Association.

## **ARTICLE VIII - Amendments to Bylaws, Regulation and Rules of Play & Policies of Operation**

### **Section 1. AMENDMENTS TO BYLAWS**

Bylaws may be amended at the January meeting by a 2/3 vote of the League of Representatives in attendance. No amendment may be voted upon until member leagues have been notified in writing at least fifteen (15) days prior to action.

### **Section 2. AMENDMENTS TO REGULATIONS**

Regulations may be amended at any meeting by a simple majority vote. No amendment may be voted upon until member leagues have been notified in writing at least thirty (30) days prior to action.

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### **Section 3. AMENDMENTS TO RULES OF PLAY & POLICIES OF OPERATION**

The Executive Board of Directors reserves the right to add, modify or omit any Rules of Play & Policies of Operation for the good of the game. All proposed amendments from Member Leagues to the Rules of Play & Policies of Operation must be submitted to Executive Board of Directors in September, October or prior to the November monthly meeting to become effective for the following calendar year. No amendment may be voted upon until member leagues have been notified in writing at least thirty (30) days prior to action. Rules may be amended at any meeting by a simple majority vote.

### **Section 4. POSTPONEMENT OF VOTE**

The President of the Association shall evaluate and decide any request for a one-meeting postponement of a vote to amend these Bylaws. The President shall evaluate and decide any request for a one-meeting postponement of a vote to amend the Regulations, Rules and Policies.

**Proposed January 10, 2018**

**Approved March 14, 2018**