

PARAMOUNT PONY BASEBALL

Member of PONY Baseball, Inc.

P.J.A.A. By-Laws

Adopted: 7/31/2008 - Approved: 11/18/2008

Article 1. Meeting and Voting.

Section 1. The membership of P.J.A.A. shall hold an annual meeting at such place and time as shall be determined by The Board of Directors. Notice of time and place of such annual meeting shall be made known to the membership of P.J.A.A. through publication and/or individual not less than 7 days prior to the date of the meeting.

Section 2. Special meetings of P.J.A.A. may be called by the President, or by majority vote of The Board of Directors, or upon written request to The Board of Directors by not less than 5 members for question, concerns or complaints. Notice of the time and place of special meetings of P.J.A.A. membership shall be made known to The Board of Directors not less than 7 days prior to the meeting or it will be rescheduled for the following meeting.

Section 3. At each annual meeting or special meeting of P.J.A.A, every eligible official present shall be entitled to vote. There shall be no proxy voting. A majority of those present and eligible to vote shall be required for election or a motion brought to vote.

Section 4. The presence of not less than 3 members eligible to vote shall be required to constitute a quorum for the transaction of business at any special or annual meeting of P.J.A.A.. Unless a Board Member resigns, quits or misses three consecutive meetings called by The Board of Directors no less than 5 days in advance. If P.J.A.A. is left with 3 Board Members the Chairperson will have a voice in voting for or against any issue or motion until filled.

Article II. Election of Officers.

Section 1. The term of office for all officers shall be one year beginning the day following the annual meeting. Elected officials will vote annually to nominate a President for that year for the following 2 years. If unable to elect a President, the membership and all officers will vote to elect a new President, and if necessary Board Members too.

Section 2. Every three years beginning with 2008-09 at the last meeting prior to spring ball finishing a vote shall take place by the all members and officials of P.J.A.A. to elect a President for The Board of Directors.

Section 3. All officers shall be eligible for reelection. No person shall serve in the same office for more than three consecutive terms. A rotating position annually is recommended to prolong each Board Member.

Section 4 .In the event of a death, resignation, or inability to perform the duties of office with cause or reason, for all officers, The Board of Directors, By majority vote of the entire Board, shall be empowered to select a replacement for such officer who shall serve until the following annual meeting.

Article III. Board of Directors

Section 1. The Board of Directors shall include the President, Vice President, Secretary, Treasurer, Parliamentarian, Head Commissioner, Chairman of the snack bar, Equipment manager. If The Association is limited on Board Members with the approval of The Board by majority vote may the Board assign officers another positions temporarily until the positions are filled. The positions that cannot be held by the same person are as follows; the President, Vice President, Head Commissioner and Treasurer.

Section 2. The Board of Directors shall meet two times a month, every last Friday of the month on a monthly basis at Paramount Park. An Agenda planning will be held no less than 7 days prior to the meeting date, location and time will be known at the meeting held on the last Friday of the month. Unless a majority vote passes to meet on an earlier or later date at a different location. Special meetings of The Board may be called by the President, or by the Secretary, upon approval of the President or upon at least three Board Members with a receipt of the written request.

Section 3. The Board of Directors shall have the authority with purpose to suspend, discharge or otherwise discipline any member, manager, coach, player, league official, umpire or other person whose conduct is considered detrimental to the best interests of P.J.A.A.

Section 4. Any adult (persons 18 years of age or older) who is suspended, removed or otherwise disciplined by The Board of Directors, shall have the right to appeal such action before a majority of the members of The Board of Directors at a regular or special meeting called for that purpose. An open forum will be available on a monthly meeting for all purposes.

Section 5. The President shall, upon evidence of misconduct of any player, notify the Board of Directors about the incident. Then notify the manager of the team of which the player is a member and the parents of any such player who is less than 18 years of age, within 24 hours of the act. If the president is unable to respond one of the Board Members will take action with a majority approval from the Board Members. The Manager shall appear with the player before The Board of Directors, for consideration of appropriate action. The player's parents or guardian shall be advised of and invited to attend each meeting. All incidents will be documented and destroyed every three years, never to be shared with an outside organization or individuals not associated with P.J.A.A.

Article IV. Financial Policy.

Section 1. The Board of Directors shall decide all matters pertaining to the finances of P.J.A.A., bearing the responsibility to conduct the financial affairs of the Association in a sound business-like manner.

Section 2. To equalize the benefits of P.J.A.A. for all participating teams, solicitation of funds shall be for the treasury of The Association and contributions to individuals or teams shall be discouraged.

Section 3. The Board of Directors shall institute policy relative to the preparation and acceptance of an annual budget, and periodic and annual presentation of financial reports, and an annual audit of the books of P.J.A.A.

Article V. Duties of Officers

Section 1. The President shall preside at all meetings of P.J.A.A. membership and at all meetings of The Board of Directors; shall serve as the Chief Executive Officer of The Association. The President shall also be known as the Chairman at regular monthly meetings but unable to vote, unless limited to two Board members at a meeting due to dismissed, resign, quit or the missing of three consecutive meetings. The President shall lead P.J.A.A. but never act unless the Board Members are aware verbally or writtenly of the plans. Failure to do so could be a cause or a reason for removal with the majority vote of The Board of Directors.

Section 2. The Vice President shall perform such duties as may be assigned by the President, but cleared through the Board. Shall otherwise assist the President in the performance of the President's duties and shall preside at meetings in the absence of the President.

Section 3. The Secretary shall assist the Parliamentarian in the By-laws, and the Constitution and all other records of P.J.A.A.; shall keep an accurate record of the Meetings and other activities of The Association and The Board of Directors; shall be responsible for all correspondence on the behalf of P.J.A.A. and shall transmit all records and correspondence to any person elected to succeed him or her in that office.

Section 4. The Treasurer shall receive and disburse all funds with the approval of The Board of Directors; shall keep an accurate account of all funds received and disbursed for P.J.A.A.; shall submit a financial report at all regular meetings and at such other times as may be requested by The President or The Board of Directors; shall compile an annual report of P.J.A.A.'s finances; shall provide the books of P.J.A.A. and such other documentation as requested for the annual audit and shall transmit all financial records to any person elected to succeed him or her in that office.

Section 5. The Parliamentarian shall initiate the pledge of allegiance; keep order in a meetings redirect the discussion back to the subject; learn the governing documents for

example; the Constitution, By-Laws and the Rules and Regulations. Assisting the President in any technicalities and give advice in the best possible manner.

Section 6. The Head Commissioner overall deals with all situations on the field and overlooking each Division Commissioner; The Head Commissioner will deal with complaints, concerns and questions from each Division Commissioners/Members of P.J.A.A.. Training each Division Commissioner using The Rules and Regulations, with the assistance of The Board. Written documentation will be expected for each issue, to report back and review with The Board of Directors. If a situation is unresolved it's the responsibility of The Head Commissioner to call each Board Member and explain the situation including the name, phone # and what was done to solve the problem.

Section 7. The Equipment Manager is responsible for the inventory of the equipment and materials used to manage the field; keeps record of what each team was distributed, documentation of all items leaving an returning; from old items that needs replacing to overstocked items; Make sure each team receives the same amount of equipment with a deposit of a credit card # or cash adding to \$100.00. Making sure all information matches up. With bi weekly inventory and monthly reports to The Board of Directors.

Section 8. The Chairman of the Snack Shack holds all finances while open for business maintains a clean and up to date products; supervises the volunteers an records all sales, provides change for the volunteers transactions to the customers; documents destroyed items and waste, trust worthy and responsible; It is also the responsibility to lock up, call the treasurer and return the finances to the treasurer before leaving the snack shack.

Section 9. Any Board Member shall supervise the annual registration of player candidates, after registration for that day all checks and cash shall be handed over to the treasurer or any designated officer. Tryout sessions and distribution of players among the Association's teams shall be held by The Board of Directors; a listing of eligible players not assigned to a team who may be available as replacement players will be decided by The Board of Directors on which team they will be part of.

Article VI. Board of Directors/Standing Committees

Section 1. The Board of Directors shall in cooperation with the Treasurer, prepare an annual budget for P.J.A.A., shall be charged with preparing an annual audit of The Association's financial activities, shall supervise fund raising activity and securing of sponsors on behalf of P.J.A.A. and, at the request of the Treasurer, shall assist with the collection and handling of P.J.A.A. monies.

Section 2. The Board of Directors shall be charged with the responsibility of ordering and purchasing uniforms and playing equipment for P.J.A.A., the distribution of equipment among P.J.A.A.'s teams, the collection, inventory and storage of equipment during the off-season and preparation of such reports and suggestion as needed by the Fiscal Officer for budgetary action.

Section 3. The Board of Directors shall be charged with obtaining suitable umpires for P.J.A.A. and recommendations of substitution by the Board if umpires are unable to make it to a game for any reason, shall consider all complaints relative to umpires and make suitable recommendations concerning the umpires. The Board of Directors shall make recommendations to register all umpires with PONY.

Section 4. The Board of Directors shall be responsible for news media relations and the general publicizing of P.J.A.A. activities and special events.

Section 5. The Treasurer with conjunction to the Board shall be responsible for developing a program designed to solicit sponsors and boosters to help P.J.A.A. distribute items to overall members that are less fortunate to purchase quality accessories. It shall also be responsible for offering proper gratitude on behalf of P.J.A.A. in writing, to all donors and to award such plaques or items to donors that The Board of Directors shall prescribe.

Section 6. The Board of Directors shall be responsible for the purchase, scheduling and distribution of team pictures. It shall also be responsible for any All-Star related picture Programs. The Board shall coordinate with elected officials in case press coverage is necessary.

Section 7. The Board of Directors shall be responsible for the purchase, scheduling and distribution of team trophies. It shall also be responsible for any All-Star related trophy programs.

Section 8. The Statistician shall maintain win/lose records of all teams, by Division, and to post said records in a prominent location each week. He/she shall make certain official scorebooks are available in the snack shack prior to each and every game. He/she shall conduct training clinics and advertise said clinics in such manner that all teams have accessibility to this learning experience, and shall assist team scorekeepers, if and when necessary, in the proper way to perform this function. At the end of the Saturday games, all scores for the week shall be called to the snack shack.

Section 9. The Division Commissioner shall each act as the liaison between the Head Commissioner and the Managers. They shall oversee each team in their Division to make certain that all managers are performing their duties in accordance with P.J.A.A. Rules and Regulations, They shall confirm that each Manager has made an initial contact with every player on his team within five (5) working days of the draft, and furthermore, has established or began a practice schedule. Prior to Opening Day, each Division Commissioner shall hold a meeting with his Managers, scheduling a date from 5 - 7 days in advance. This meeting shall be opened to Managers, The Head Commissioner and Board Members. They shall have the full responsibility for control of their division following the chain of command, The Head Commissioner, President and The Board of Directors. The Division Commissioner shall be the first Officer to be consulted in the event of a problem or dispute. A Division Commissioner shall not manage or coach a team within his/her division without the express approval of The Board of Directors. In the event a division is without a commissioner, it shall be incumbent upon the Board of Directors to appoint a Board Member to stand in as the commissioner of that division until filled.

Section 10. The Board of Directors shall have bi weekly visits in the Snack Shack to make sure the proper measures are being made to manage the visibility and cleanliness of the Snack Shack. The Chairman of the Snack Shack shall set a schedule for volunteers to work and have it approved by The Board of Directors.

Article VII. Special Committees

Section 1. Special Committees/Subordinate Officers may be appointed or removed by The Board of Directors for such special purposes as deemed necessary. Committee/Subordinate Officers duties and responsibilities are to be outlined at the time of the appointed and such committees shall be dissolved at the annual meeting following appointment, but may be reappointed at any time following the annual meeting.

Article VIII. Roberts Rules.

Section 1. The rules contained in the most current edition of "Roberts Rules of Order" shall govern P.J.A.A. meetings and meetings of The Board of Directors and P.J.A.A. committees/Subordinate Officers in all cases in which they are applicable and not inconsistent with these By-Laws and any special rules or regulations of order P.J.A.A. shall adopt.

Article IX. Amendments.

Section 1. These By-Laws may be amended by majority vote of The Board of Directors at the annual meeting or a special meeting called for that purpose provided notification for special meetings for this purpose provided to the membership at least 10 days in advance of the date of such meeting. Also a change of the By-Laws must be voted for and approved by a quorum of at least three Board Members, including the Chairman if Board Members are limited due to resignation, quit or missed three consecutive meetings.