



2017 BYLAWS

Article I: Name

Section 1. The name of the organization shall be the Sun City Center Softball Club; hereinafter referred to as the "Club."

Section 2. The principal place of business of the Club shall be in Sun City Center, Hillsborough County; located in the state of Florida.

Section 3. The Club was formed in 1980 and has been recognized by the Sun City Center Community Association (SCCCA) as a Club since then. Its Bylaws are approved by and are on file with the SCCCA Club Liaison Director (CLD).

Section 4. The Club plays its games at and generally has exclusive use to the area located behind the Community Hall and near the Tennis Courts at the intersection of Weatherford & Ardmore in Sun City Center FL 33573. The area is known as the "Softball Field and Pavilion".

Section 5. The Club shall adhere to all SCCCA policies and procedures. If the Club is dissolved, dispensation of cash shall go the SCCCA.

Article II: Purpose and Mission

The purpose of the Club is to play recreational Senior Softball. Its mission is to establish a safe, competitive environment emphasizing fun, exercise, teamwork, camaraderie, and good sportsmanship while creating opportunities for skill development and success for its participants.

Article III: Membership

Section 1. Eligibility

Any reputable individual who is a current resident in good standing with the SCCCA (includes Freedom Plaza) or Kings Point who demonstrates the capacity to meet the standards of play as set by the Club and who is actively engaged in the attainment of the purpose and mission of the Club shall be eligible for membership with the following restrictions.

- a. SCCCA dues paying residents have priority over all others; Kings Point (KP) resident's participation is based on space available within the Club.
- b. All members must present a valid SCCCA or KP membership card and number to the Club Secretary for verification.
- c. Members must have paid current Club dues and be in good standing to play and/or vote.

Section 2. Prerequisites

It is a prerequisite to play that all participants present themselves as "able-bodied", both physically and mentally, and that they are capable of running to first base, fielding, throwing and batting a softball. Players must understand that playing softball is inherently dangerous and can result in serious bodily injury. As such, the Board strongly encourages and highly recommends the use of safety equipment; such as head/face/eye/teeth guards, chest/body protection and shin/foot guards. Should any player choose not to use safety equipment, they do so at their own risk. All participants must agree that they will Hold Harmless and Waive Liability (by signing the "Sun City Center Softball Club Waiver and Release of Liability Form")

to the other Club members and officers in the event of any harm to themselves. It is understood that participants are solely responsible for procuring their own insurance.

Section 3. Restrictions

- a. The Club uses a guideline and cutoff at age of 55 years old as a minimum to participate in its league play.
- b. The Club has this age cutoff for player safety and ability reasons. In its opinion, mixing younger than 55 aged players with a 70 plus aged group is not safe. It recognizes that playing abilities for those under age 55 are more advanced than those older and there is a potential for injury to the older player if it mixes under 55 year old in its play. (Restrictive age grouping is a common practice for National and Florida Senior Softball Associations to prevent younger physically more capable players from injuring older less agile players).
- c. The requirement for Clubs to accept any CA member in good standing may be waived under SCCCA Policy Manual (V. Clubs & Organization C., 1, page 4).

Section 4. "Able-bodied" players

If the Board determines a player unable to meet the standards per Section 2 and 3 criteria above it may restrict the player from full Club participation.

Section 5. Suspensions

Any member of the Club may be suspended from league play for a period of time (to be determined by the Board) by majority vote of the Board of Directors for conduct considered detrimental to the best interests of the Club.

- a. Any member may be removed from membership in the Club for cause which a majority of the members consider sufficient. The Club member who recommends the removal of another member must submit in writing to the Club officers a letter stating the reason(s) for the proposed action. The letter must be signed by at least two (2) other members of the Club.
- b. A member of the Club may be removed from membership for cause by a majority vote of the members present at a duly constituted meeting of the Club. The member under consideration for removal, must be notified of the time, place and purpose of the meeting and be allowed time at the meeting to present an appeal to the members present; prior to a vote. A removed member may, within 30 days of removal, request an appeal hearing to the Club Board of Directors for reinstatement of membership.
- c. After one year from the date of removal, the player may apply, by letter, to the Board of Directors for reinstatement. If approved by a majority vote of the Club Board of Directors it then goes forward to the Club membership at a duly constituted called meeting.

Article IV: Governance

Section 1. In order to perform the responsibilities of the Club, the overall management shall be vested in eight (8) elected directors having full voting power; one (1) appointed Diamondette with voting limited to marketing and fund-raising; and the Past President (PP). Together, all ten (10) individuals shall constitute the Board of Directors for the Club.

The PP serves in an advisory role at the discretion of the current President. He/she provides input to the Board of the Club's past experiences and practices. The PP is a voting member and is normally the last elected President no longer in office. If the immediate PP is not available, the current President may select any PP willing to serve in that role. The PP is identified after annual vote for officers. He/she has no vote in selection of officers.

Section 2. The general membership of the Club shall elect four (4) directors at the annual meeting. If a director resigns between annual meetings, the Board shall, by a majority vote, appoint a replacement to serve until the next annual meeting. Up to two (2) of the eight (8) elected directors may be from Kings Point. Kings Point members may not serve as a Club Officer.

Section 3. Related members (or significant others) may not be elected to the Board and serve simultaneously. (To become effective Fall 2017.)

Section 4. The term of each elected director shall be two (2) years or until a successor is duly elected; whichever occurs first. The directors elected at the annual meeting shall take office at the close of business of the annual meeting. Elected directors are eligible to serve up to two (2) consecutive terms of office followed by a break of one (1) year.

Section 5. The Officers of the Club shall be President, Vice-President, Secretary and Treasurer. The four (4) Club officers shall be annually elected by the eight (8) voting members of the Board of Directors; with the election taking place at the end of the annual meeting. The four (4) major elected positions must be residents and members in good standing of the SCCCA. The Secretary and Treasurer shall have no office limitations. They may continue to hold office if approved by a majority of the Board of Directors. If they decline, appointments may be made by the Board of Directors. These two (2) positions need not be directors; but must be Club members in good standing of the SCCCA.

Section 6. Nominations for the Club's outgoing Board of Directors positions shall be accepted either through a nominating committee appointed by the Board of Directors each year to identify members willing and able to serve or by direct request to a board member. These names shall be placed on the Club bulletin board and on its web page as they are received. Nominations may also be made from the floor at the annual meeting.

Candidates for the Board must submit to the Nominating Committee, a written summary of his/her qualifications and reasons for being a Board member no later than two weeks prior to the Annual Meeting. Nominations made from the floor at that meeting must be supported by a verbal summary of the nominee's qualifications and reasons for being a Board member. These summaries will be presented to the membership at the annual meeting.

Section 7. The nominating committee shall conduct the annual election of the board members to include appointing election tellers to count and announce the results of the final vote. The nominees with the highest number of votes shall be declared the winners. Ties shall be settled by the (current) sitting Board.

Section 8. No Board of Director shall receive compensation by reason of their office.

Section 9. The Board shall meet at least quarterly and may meet more frequently at the President's discretion.

Section 10. The Board maintains a web site for all official notices and posting Club information at <http://www.suncitycentersoftball.org>. This web site is the primary means of communication to the members.

Article V: Club Officers

Section 1. The President shall have the powers usually invested in the office of Club President. In the absence of the President, the Vice-President, Secretary and Treasurer, in respective order, shall act as President. The job descriptions are as follows for the four (4) major board positions.

- a. The President shall preside at all meetings of the Club and of the board. He/she should identify an agenda for the Secretary to publish prior to each meeting. Insure that all policies approved by the board are enforced. Call special meetings of the board when he or she deems it necessary or is requested to do so by three (3) members of the board. Appoint committees with the approval of the board. Serve as an ex-officio member of all committees. Have authority to represent the Club, or delegate a director to do so; but shall not establish new Club policies or modify existing policies without board approval.
- b. The Vice-President shall have all the powers, prerogatives and duties of the President in his or her absence or disability. Shall be the general assistant to the President, performing such duties as the President may assign.
- c. The Secretary shall have the responsibility to enter in proper books all resolutions and proceedings of the Club and the board; maintain necessary files and issue notices of all meetings.
- d. The Treasurer shall receive and be accountable for all funds of the Club. Shall deposit funds in the name of the Club to such accounts and/or investments as directed by the board. Shall prepare annual capital and operating budgets for the Club for approval by the Board of Directors. Ensure that funds are disbursed only when either has been approved by the board or is provided for in the budget approved by the board. Shall collect all fees, dues and assessments; and keep appropriate records of such collections. Shall present to the board a full financial report annually; including balance sheets, income, expenses and cash flow statements. Submit Club financial records for annual review/audit by an independent accountant at the end of the fiscal year and at any other time as directed by the board.

Article VI: Meetings

Section 1. All Club meetings shall be convened within the confines of Sun City Center as designated in "notice of meeting" placed on the Club bulletin board located at the softball pavilion and on its web page. Electronic messages are permitted to announce meetings. Meetings shall be advertised at least fourteen (14) days in advance; except in the case of special meetings. Special meetings shall be advertised 48 hours in advance and may be called by the Club President, Board of Directors or at the petition of twenty percent (20%) of the eligible Club membership. No business shall be transacted at any special meeting except as stated in the "notice of meeting" advertised by the Club Secretary.

Section 2. The annual meeting will be convened on the second Thursday in October of each year. The time and place shall be set by the board; the location approved by the SCCCA person in charge of location scheduling.

- a. Proxy and absentee voting by electronic means (email, text) shall be permitted and count in meeting a quorum. (An electronic vote shall have the same value as a "mailed" vote – electronic and mailed votes are equal.)
- b. On some occasions, the Board may call for a membership vote via electronic means instead of a membership assembly. Quorum and majority are governed by Section 3 below. Results have the same effect as an assembled meeting. Electronic

balloting shall be used infrequently and shall not be considered a permanent replacement for assembled meetings.

c. The Secretary will verify and record each vote.

Section 3. For the purpose of voting and conducting Club business, a quorum of at least 50 members in good standing, voting either in person or by proxy (as certified by the Club Secretary), is required. A majority (51 %) of this quorum shall decide on all issues presented at the meeting. -

Section 4. A Board of Director quorum shall consist of four (4) full voting directors casting a ballot either in person or by "referendum" as certified by the President. "Referendum" shall mean a vote by secret ballot. Absentee voting shall not be allowed in a referendum (secret ballot). -

Section 5. At the request of two or more Club members, a secret written ballot employed with only total results reported for the record and with individual voting records remaining confidential. In all other instances, Club voting will be conducted through a show of hands.

Article VII: Finance

Section 1. All receipts shall constitute a Club general fund from which account all Club charges shall be paid. The Club Treasurer shall oversee the account and shall develop an annual budget matched to implement board priorities.

Section 2. All funds of the Club will be deposited by the Club Treasurer twice a month in the name of the Club. The recipient bank shall be approved by the Board of Directors. All withdrawals of over \$500.00 shall require two (2) elected board member signatures. Signatures of board members must be on file with the banking institute. A petty cash fund of \$100.00 shall be established by the Treasurer.

Section 3. Each member of the Club is assessed annual dues to pay for Club expenses and expenditures. The amount of annual dues will be determined by the Board of Directors and shall not increase more than 10% from year to year without a majority vote of the membership.

Section 4. Annual dues must be received by the Club Treasurer on or before the October annual meeting. Individuals in non-compliance as of the annual meeting shall not be permitted to vote at the meeting or be eligible to enter the first session of play. Financial hardship cases will be handled as determined by the Board of Directors.

Section 5. The Club fiscal year shall commence on October 15th and end on October 14th of the following year. The Club shall operate under SCCCA IRS 501 (c) 3 non-profit/charity status.

Section 6. The board will develop an annual budget to be displayed and available before the annual meeting; and appoint an auditor to review the annual financial report. The Club Treasurer will present the financial report at the annual meeting for the membership.

Section 7. An annual financial audit shall be required.

Article VIII: Committees

The Club President has the authority to create and appoint chairs for the Club's Committees. The Committee reports to the President. The President may select a Board member as a liaison to the Committees. -

Article IX: Operations

Section 1. The Club begins its formal playing Seasons typically in mid-October annually (the Board may set the full year's schedule and adjust any seasons or dates as it sees fit).

Section 2. The Club formally organizes four (4) Seasons:

- a. Fall – starts in October
- b. Winter – starts in January
- c. Spring – starts in February
- d. Summer Sessions (3)–
 - d..1. starts in April
 - d..2. starts in June
 - d..3. starts in August

Section 3. Each Season holds a formal draft meeting usually held one (1) week prior to the start dates. The managers will meet sometime before the draft date to determine their position and pick order in the draft. The drafting system is based on a numbered matrix and is designed to prevent any one player or group of players to dominate play. Players will be picked by the managers in turn according to the flow matrix numbers. Only the managers and spouses (or significant others), if agreed on, will be preselected and given a number prior to the draft. All other players will be selected in turn by the managers at the draft using the matrix. The Draft committee, with Board approval, designs and maintains the matrix.

Section 4. The Draft Committee selects the team managers, identifies the number of players and conducts the formal draft using the "DRAFTING PROCEDURES/GUIDELINES" at <http://www.suncitycentersoftball.org/about-us/rules-and-bylaws/>

Section 5. The Committee publishes the results immediately after each draft.

Section 6. The Umpire Committee selects and schedules two (2) umpires for each game.

Substitutes are chosen by the scheduled Umpire and are selected only from the published list.

Section 7. Players indicate their eligibility and intent to register for the draft through the Club's online registration form. The Managers select their players from this list.

<http://www.suncitycentersoftball.org/register-to-play/>

Section 8. Typically, no scheduled games are played during the Thanksgiving week or the last two weeks at Christmas. Pickup games are scheduled during these breaks.

Section 9. Playing times and dates are set by the Board. Start times and play dates vary, depending on the number of teams to be fielded.

Typically:

- a. first game starts at 9:00 am and last game finishes by 4:30 pm.
- b. five (5) one and one half hour games are scheduled each Tuesday (and Wednesday, if necessary) and Friday throughout the year (summer games are normally completed before noon.)
- c. Should the number of players drafted exceed 132 (at 133) an additional playing day, Wednesday, will be added to the regular schedule and 12 team will be fielded. Dates and times of play to be determined by the Board.

Section 10. Each Season produces pennant and playoff champions. Playoff games are scheduled at the end of each Season, except Summer. The Rules Committee establishes rules for the playoff games. The Board awards pins and patches, or other such tokens, to each team player. Additionally, each Season's Managers will receive a similar token.

Section 11. Weather conditions may affect games start times and dates.

- a. The Club President or his representative (through coordination with the SCCCA representative) may cancel or delay games if SCC temperatures are reported (or

forecasted) by the US Weather Bureau to be less than 50 (F) degrees or exceed 100 (F) degrees.

b. The Club President or the scheduled Umpires may cancel or delay games based on rain, lightning or any adverse weather in the area.

c. Games canceled due to weather conditions are not rescheduled. Games that pass the 5th inning (top of 6th) are considered completed official games.

Section 12. Club scheduled games are played by its published rules. SCC Softball Club Rules are established, maintained and enforced, with Board approval, by the Rules Committee. (see OFFICIAL SUN CITY CENTER SOFTBALL RULEBOOK at <http://www.suncitycentersoftball.org/about-us/rules-and-bylaws/>)

Section 13. The Rules Committee may use established national organizational senior softball rules as guidelines. Typically the Club has had the American Softball Association (ASA) senior softball rules as a basis.

Section 14. Basic field maintenance and game day preparation are the SCCCA responsibility. The Association will contract with lawn service companies for grass mowing, weeding and hedge trimming.

a. SCCCA Maintenance employees will appropriately mark the field before each scheduled game. They will oversee the watering, maintenance of the Pavilion and general surroundings.

b. The Softball Club typically donates money annually to the SCCCA for this maintenance.

c. The Board appoints a Field Maintenance liaison member to coordinate with the SCCCA.

d. The field is normally raked and watered between each league games by Club members.

e. The Club may from time to time contract with professional companies to improve the field and area. It does so with concurrence of the SCCCA. Financing such improvements may be at the Club's expense and/or shared with the SCCCA.

Section 15. The field and its surroundings are exclusively scheduled for and by the Club use each:

- a. Monday
 - mornings for batting practice
 - afternoons for maintenance or
 - extra-curricular games
- b. Tuesday
 - all day for league games
- c. Wednesday
 - mornings for extra-curricular games or
 - all day should the Club growth require an additional day for scheduled games or
 - afternoons for member individual practice or
 - invitational tournament games
 - skills instructions
- d. Thursday
 - mornings for team practice or
 - all day for field maintenance (has priority over team use)
- e. Friday
 - all day for league games
- f. Saturday
 - team practice
- g. Sunday
 - open
- h. Field maintenance may be performed at any idle times.
- i. The Pavilion area may be scheduled by anyone with the SCCCA through coordination with the Club President.

- j. The Club owns the bases, balls and bats and controls the use of this equipment. The Board may authorize use of this equipment outside regular game play.
- k. In case of conflicts, the Club Board sets the priorities and has final authority for the field schedule.

Section 16. Extra-curricular games are Club sponsored non-league games. They may be scheduled, typically during the Winter or Spring Seasons, at the Board's discretion.

Section 17. Social events are scheduled by the Board and may include, but not limited to:

- a. a potluck dinner at the Pavilion after each Season
- b. an annual Awards and Recognition Banquet in April
- c. an opening day ceremony in October
- d. Hi Neighbor in November
- e. Fun Fest in March
- f. any other event suggested by the members for any occasion

Section 18. The Diamondettes was established in October 2006 for the purpose of raising funds to build the Pavilion. (The Pavilion was paid for entirely by Club donations from its players and with a grant by the Community Foundation.) A non-playing, member spouse will usually be appointed by the President annually. Traditionally, the Diamondettes provide services to benefit the Club. The Diamondette Chair has a Board vote on matters pertaining only to it.

Section 19. Consuming alcohol at the Pavilion is permitted on a BYOB basis only. Players are allowed to bring their own alcohol in accordance with SCCCA policies. The Club shall not provide alcohol to players or visitors during league play. Alcohol *may not* be consumed in the dugouts or on the playing field during league play. Any active player or umpire consuming alcohol during league games will not be permitted to participate. If a player consumes alcohol after his/her game, they are not eligible to substitute or umpire in a subsequent games.

Section 20. Smoking is not permitting in the Pavilion, dugouts or playing field. Smokers must be well away of active players and the playing area. Smoking is permitted only in a designed area.

Section 21. Profane language is not tolerated. Use of it is grounds for ejection from the game and field.

Section 22. Golf Carts can be parked anywhere in the grassy area surrounding the dugouts. Car parking is not allowed in this area. Cars must be parked in the lot at the entrance to the field (drop off and pick up in the area is permitted only for 10 minutes).

Section 23. Player warm-up areas are in the grassy areas around the dugouts, behind the Pavilion or on the field as play permits.

Article X: Amendments

Section 1. These by-laws may be amended, repealed or altered by a majority vote of the Club's Board of Directors and a majority vote of the membership as referenced in Article VI: Meetings, Sections 3. They shall be reviewed and updated if necessary every two years.

Section 2. Any number of amendments may be submitted to the members and voted upon at one meeting.

Article XI: Parliamentary Procedure

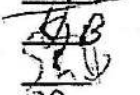
Robert's rules of order shall be recognized as the standard authority on matters relating to parliamentary procedures.

Prepared by Bylaws *Ad Hoc* Committee, January 30, 2017

Gordy Bassett, Chair, Past President



Dan Donoghue, Past President



Jim Blackstone, Past President

GB

Shan Hise, Senior Member

SH

Gary Bratt, VP, Board Liaison

For the Board of Directors:

Doug Seipelt, President

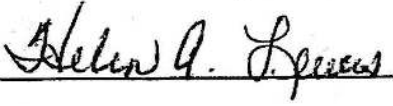


3 / 7, 2017

Approved by membership majority on

3 / 6, 2017

Approved by SCCCA Club Liaison Director



Date: 3/7/17