

BY LAWS

OAK LAWN BASEBALL

ARTICLE I – NAME

This organization shall be known as Oak Lawn Baseball, a corporation not for profit, organized under the laws of the State of Illinois.

ARTICLE II – OBJECTIVE

The mission of the Oak Lawn Baseball Program is to teach the integrity of the game of baseball and girls softball. The programs of Oak Lawn Baseball focus on developing and improving our players' baseball and softball skills but even more importantly, developing good sportsmanship and building character for all participants. We believe the life-lessons learned on the ball field are critical tools for the development and growth of our children.

Player growth is centered on teaching baseball and softball fundamentals and strategies, learning and playing a variety of fielding positions, and promoting a lifelong love for the game. The programs emphasize overall player growth. Our goal is to provide each player with the coaching and instruction necessary to properly catch, throw, field, hit, and pitch. Our success is measured in the development of these skills over the course of the season.

The season is a time for our children to learn, grow, and have fun. As a volunteer-based community organization, we want to provide opportunity for all to get involved: players, parents, coaches, and umpires. We welcome your support and treasure our community ties.

ARTICLE III – RESPONSIBILITIES

The duties of Oak Lawn Baseball shall include, but not be limited to:

- A. The operation of the organization in accordance with the Articles of Incorporation and to preserve our tax-exempt status.
- B. Purchase, secure, and maintain necessary equipment.
- C. Provide fields with proper maintenance to assure safe playing conditions.
- D. Require responsibility statements fill out and turned in for all Board of Directors, managers, coaches, and team parents.
- E. Provide comprehensive insurance policies to assure liability and medical coverage for its players, managers, coaches, and volunteer umpires. Additionally, we will provide insurance as required under agreements with organizations in which we are permitted the usage of their fields.
- F. Coordinate fundraisers and participation in special events by the members of Oak Lawn Baseball.

ARTICLE IV – BOUNDARIES

The boundaries of Oak Lawn Baseball shall include all of the area lying within the corporate limits of the Village of Oak Lawn, as well as surrounding areas.

ARTICLE V- MEMBERSHIP & DUES

The organization shall offer three (3) types of membership: Playing Member, Regular Member, and Honorary Member.

A. Playing Member

1. Any child meeting the requirements as to age and residence set forth in the respective leagues under the jurisdiction of Oak Lawn Baseball shall be eligible for membership as a Playing Member.
2. Playing Members shall have no vote, duties or obligations in the management of Oak Lawn Baseball.

B. Regular Member

1. Any adult of good moral character interested in Oak Lawn Baseball's programs shall be eligible for membership.
2. Regular membership is conferred on all parents and/or guardians who have children as Playing Members.

C. Honorary Members

1. Those persons or organizations that perform outstanding service for the children of the community shall be eligible for this special designation.
2. The election of members to this classification shall be upon the recommendation of the Executive Board of Oak Lawn Baseball, with the approval by the Board of Directors of Oak Lawn Baseball.

Dues and Registration

1. The amount of membership dues paid at the time of registration each year shall be determined by the Board of Directors of Oak Lawn Baseball and shall be brought to the Board of Directors during the September meeting for approval.
2. Registration shall be determined by the Executive Board of Oak Lawn Baseball and shall begin in the month of October.
3. Hardship cases shall be received and acted upon by the Executive Board of Oak Lawn Baseball.

Forfeiture of Membership

1. The Executive Board shall have the authority to recommend to the Board of Directors that a member whose conduct is considered detrimental to the best interests of Oak Lawn Baseball be suspended.
2. No member shall be suspended by less than a two-third (2/3) majority of the Executive Board.
3. The term of suspension shall be determined by the Executive Board.

ARTICLE VI – OFFICERS

The officers of Oak Lawn Baseball shall consist of President, Executor of Uniforms, Executor of Sponsorship, Executor of Fields, Executor of Equipment, Treasurer, Field Scheduler, Corresponding Secretary, Recording Secretary, Boys' Baseball President, and Girls' Softball President.

ARTICLE VII – DUTIES OF OFFICERS

The duties of each officer shall include, but not be limited to:

A. President

The President shall be the Chief Executive Officer and shall preside at all meetings of Oak Lawn Baseball.

S/He shall appoint all members to the standing administrative and activities committees as specified by these bylaws.

S/He shall act an ex-officio member of each committee and shall work in cooperation with the committee reports.

S/He shall call for regular committee reports.

S/He shall countersign all purchase orders, check and other documents.

S/He shall see that regular elections are held in accordance with this by these bylaws, as well as each respective league's election officers.

S/He shall appoint with the 67% (6 out of 9) approval of the executive board at the end of each fiscal year the following positions:

- Treasurer
- Concession Stand Manager
- Database/Website Administrator

B. Executor of Uniforms

The Executor of Uniforms shall be primarily responsible for the maintenance of all Oak Lawn Baseball uniforms. In this capacity, s/he shall organize, inventory and order all uniforms for the various leagues under the jurisdiction of Oak Lawn Baseball.

S/He shall substitute for the President in case of absence. If, for any reason, the President is unable to complete his/her term, the Executor of Uniforms shall occupy that position, having the same authority as the President until a special election can be held at the next General Board meeting.

C. Executor of Sponsorship

The Executor of Sponsorship shall have the primary responsibility of overseeing the Sponsorship Committee.

In addition, s/he shall oversee the functioning of such committees and events as the President may designate.

In the absence of the President and Executor of Uniforms at a meeting, the Executor of Sponsorship shall assume that position.

D. Executor of Fields

The Executor of Fields shall have the primary responsibility of acting as the liaison between Oak Lawn Baseball and the Oak Lawn Park District for field permits.

In addition, s/he shall be responsible for the field maintenance and field/ground related materials for all fields under the jurisdiction of Oak Lawn Baseball.

In the absence of the President, Executor of Uniforms, and Executor of Sponsorship at a meeting, the Executor of Fields shall assume that position.

E. Executor of Equipment

The Executor of Equipment shall be primarily responsible for the maintenance of all Oak Lawn Baseball equipment. In this capacity, s/he shall organize, inventory and order all uniforms equipment for the various leagues under the jurisdiction of Oak Lawn Baseball.

In the absence of the President, Executor of Uniforms, Executor of Sponsorship, and Executor of Fields at a meeting, the Executor of Equipment shall assume that position.

F. Treasurer

The Treasurer shall keep accurate records of the receipts and disbursements of the organization and shall make such records available for inspection by any officer of this organization upon request at the next general meeting.

S/He shall have a yearly audit of all monies of the organization that is submitted at the end of the fiscal year to an outside accounting firm. If deemed necessary, audits may be performed more often than once a year.

S/He shall collect monies due from the organization.

S/He shall deposit all monies in a bank or banks approved by the Executive Board.

S/He shall pay out monies after obtaining (1) proper documentation to support the disbursement and (2) the approval of the President of Oak Lawn Baseball.

S/He shall be responsible for the preparation of the annual tax return for the exempt organizations.

S/He shall prepare and submit monthly financial reports to the Board of Directors.

S/He shall be bonded for such sum and sureties as may be required by the Board of Directors.

The treasurer can be a paid position at the discretion of the Executive Board.

At the discretion of the Executive Board, the treasurer can outsource some of the duties of treasurer.

G. Corresponding Secretary

The Corresponding Secretary shall have the primary responsibility to assure that the members of Oak Lawn Baseball fulfill their responsibilities to the organization.

S/He shall ensure that all points from playing member's families are earned within the playing season.

S/He shall act as a liaison among the leagues under the jurisdiction of Oak Lawn Baseball in coordinating the various events of the organization while working with the Executor of Sponsorship on said events.

S/He shall ensure that all responsibility statements of the executive board are completed and turned in yearly.

H. Recording Secretary

The Recording Secretary shall record the minutes of all regular meetings and provide copies of said minutes to the members of the Board of Directors.

S/He shall keep a record of the membership of the Board of Directors and keep a roster of attendance.

S/He shall be the custodian of the Articles of Incorporation, Bylaws, Exemption certificate, and all other legal documents of Oak Lawn Baseball, as well as the bylaws of its affiliated leagues.

I. Field Scheduler

The Field Scheduler shall be in charge of the assignment of all games at SAC, Kolb, and any additional auxiliary fields that is used by multiple divisions.

S/He shall assign each division to one or more fields outside of the main fields mentioned above. The number of fields is determined by the number of teams per division.

S/He shall ensure that the main fields of SAC and Kolb are in use at all available times.

J. Boys' Baseball President

The Boy's Baseball President shall preside at all meetings. Meetings shall be held on a monthly basis (1 meetings/year – No December meeting).

S/He shall be responsible to sign all legal documents, contracts, checks, etc. pertaining to OLBB.

S/He shall appoint Division/League VP(s) and Boys Secretary in accordance with these bylaws.

S/He shall assist Division/League VP(s) and Travel VP with his/her duties and each Division/League and Travel League ASR. This includes attending each division/league draft, all travel league tryouts, and as many as its other important activities.

S/He shall conduct with the assistance of the Travel VP (if possible), the organization, preparation, and implementation of travel league tryouts and subsequently the number of travel teams at each age level and the travel league team rosters.

S/He shall ensure that responsibility statements for all members of the Boys' Baseball League board, managers, coaches, and team persons are completed yearly.

S/He shall appoint with the 70% (7 out of 10) approval of the executive board at the end of each fiscal year the following position:

- Boys' Travel Vice President

K. Girls' Softball President

The Girls' Softball President shall preside at all meetings of OLGS and the OLGS Executive Board. Meetings shall be held on a monthly basis (11 meetings/year – No December meeting).

S/He shall be responsible to sign all legal documents, contracts, checks, etc. pertaining to OLGS.

S/He shall appoint Division VP(s) and OLGS Secretary in accordance with these bylaws.

S/He Shall assist Division VP(s) and Travel VP with his/her duties as outlined in these bylaws and each Division and Travel League ASR. This includes attending each Division draft, all travel league tryouts, and as many other OLGS important activities as possible.

S/He shall conduct with the assistance of the Travel VP (if possible), the organization, preparation, and implementation of travel league tryouts and subsequently the number of travel teams at each age level and the travel league team rosters.

S/He shall ensure that responsibility statements for all members of the Girls' Softball League board, managers, coaches, and team persons are completed yearly.

S/He shall appoint with the 70% (7 out of 10) approval of the executive board at the end of each fiscal year the following position:

- Girls' Travel Vice President

ARTICLE VIII – EXECUTIVE BOARD

The Executive Board of Oak Lawn Baseball shall consist of the officers of Oak Lawn Baseball.

Duties of the Executive Board shall include but not be limited to:

- Voting on all motions brought to them by the boys' baseball league and girls' softball league
 - A motion will pass with a 67% (6 out of 9) approval of the executive board with the boys' president and girls' president abstaining from this type vote

Any motion brought by the Executive Board by an Executive Board member shall take a 73% (8 out of 11) vote to pass.

ARTICLE IX – BOARD OF DIRECTORS

The Board of Directors of Oak Lawn Baseball shall consist of the President, Executor of Uniforms, Executor of Sponsorship, Executor of Fields, Executor of Equipment Recording Secretary, Treasurer, Corresponding Secretary, Field Scheduler, President of Oak Lawn Boys Baseball, President of Oak Lawn Girls Softball, the Secretary of Oak Lawn Boys Baseball, the secretary of Oak Lawn Girls Softball, the travel Vice President of Oak Lawn Boys Baseball, the travel Vice President of Oak Lawn Girls Softball, and the Vice President(s) of each league division under the jurisdiction of Oak Lawn Baseball.

All Board of Directors child(ren) that play within the house leagues of Oak Lawn Baseball and Oak Lawn Girls Softball shall have their fees waived. Board of Directors are still responsible for any type of fundraising requirements to be eligible to have their child(ren) play within the house league.

No President or Vice President shall, during the term for which he or she shall have been elected or appointed, be appointed or elected to any other President or Vice President position. If a VP is nominated and elected as a President, they must vacate their VP position. Any person shall not occupy multiple VP positions, no shall any person occupy any combination of President or VP positions.

The immediate Past-President of Oak Lawn Baseball shall be and ex-officio member of the Board of Directors.

It shall be the Executive Board's responsibility to certify the voting members of the Board of Directors at the annual meeting of Oak Lawn Baseball.

ARTICLE X – DUTIES OF BOARD

The Board of Directors shall be charged with the responsibility for:

- A. The execution, through its officers, of the authorized policies of the organization.
- B. New business of the organization shall first be considered by the Executive Board for presentation to the Board of Directors, if in the opinion of the Board it is advisable to do so.
- C. A majority vote of the membership of the Board of Directors shall govern, except where otherwise provided.
- D. The Board of Directors shall have the power to overrule or modify the action of any member of the organization.
- E. It shall hold regular monthly meetings.
- F. It shall hold special meetings when called by the President or by written request of the majority of members constituting the Board of Directors.
- G. It shall authorize all expenditures. It shall not authorize any expenditure, which would give any individual any advantage any team or division over the others.
- H. It shall approve new or renewal applications of team sponsors.
- I. It shall approve the placing of all necessary insurance policies.
- J. It shall approve the format and selection of the type of fundraising programs

- K. It shall adopt the safety measures for the protection of the organization, organizational personnel and the public while on the grounds of the organization, whether either partially or wholly owned or leased.
- L. It shall receive committee reports and recommendations which it has approved affecting the administration or activity policies of the organization.
- M. It shall review and approve on a monthly basis all disbursements authorized by the President of Oak Lawn Baseball.

ARTICLE XI – MEETINGS

All meetings shall be conducted according to Robert’s Rules of Order (latest published edition).

A. Monthly Meetings

The organization shall meet on a monthly basis, time, and day to be determined by the Executive Board in September. The September meeting after annual elections shall be considered the Annual Meeting.

All meetings shall not exceed (2) two hours unless a motion to extend has been approved by the members present at the meeting.

A Board Member missing three (3) consecutive meetings may be dismissed from his/her position.

The attendance of 30% of the Board of Directors as certified at the Annual Meeting shall constitute a quorum at any regular meeting of Oak Lawn Baseball.

B. Special Meetings

Special Meetings may be called by the Executive Board with at least 48 hours notice.

C. Annual Election Meeting

The Annual Election Meeting shall be held the last Tuesday of August, at which time the new Board will take office.

ARTICLE XII – ELECTIONS

A. Nominations

At the August meeting, nominations for all officers to be filled may be made from the floor by any voting member, with the voting to take place thereafter.

B. Eligibility of Candidates

Any regular or honorary member who has attended 75% of the previous year’s meetings shall be eligible for election to any office other than that of President.

The candidates for the office of President shall have been a voting member for two (2) years and have served on the Board of Directors the year prior to election.

C. Term of Office

The Term of Office for the following officers of Oak Lawn Baseball shall be two (2) years.

The terms of President, Executor of Sponsorship, Executor of Equipment, Recording Secretary, and Boys' Baseball President shall commence in the even numbered years.

The terms of Executor of Uniforms, Executor of Fields, Field Scheduler, Corresponding Secretary, and Girls' Softball President shall commence in odd numbered years.

D. Voting Membership

The Voting Membership shall consist of the Board of Directors, the officers of each league, and the vice presidents of each division, and the manager of each team in the league of Oak Lawn Baseball.

E. Vacancies

Vacancies of the Executive Board will be filled by appointment by the President, with the approval of the majority of the Board of Directors. This appointment will be on an interim basis until the next scheduled nomination for that position is held in accordance with the above article.

ARTICLE XIII – HOME COMPLEX

The activities at the Ernie Kolb (99th and Central) of Oak Lawn Baseball shall be under the supervision and jurisdiction of the Executive Board of Oak Lawn Baseball.

ARTICLE XIV – AMENDMENTS

These Bylaws may be amended at any regular meeting of Oak Lawn Baseball at which there is a quorum of the voting membership, by a three-fourth (3/4) majority of the voting members present, provided the Board of Directors has previously considered the merits of the amendment.

No amendment shall be put to a vote, unless each voting member each voting member has been notified through mail or email by Oak Lawn Baseball two (2) weeks prior to the said meeting, stating the purpose of the amendments.

THESE BY LAWS ADOPTED

On this _____ day of _____ in the year _____

PRESIDENT – OAK LAWN BASEBALL

RECORDING SECRETARY

PRESIDENT – OAK LAWN BOYS’ BASEBALL

PRESIDENT – OAK LAWN GIRLS’ SOFTBALL

Revised June 2018