

# Denville PAL Girls Softball By-Laws !

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## 1) General

- a) The following contents shall be considered the By-Laws of the Denville PAL Girls Softball Association.
- b) Herewith, whenever the word Association is written, it shall mean the Denville PAL Girls Softball Association.
- c) No league rule shall supersede the Association's By-Laws.
- d) Each year elections will be held during the month of September.

## 2) Purpose

- a) The purpose of the Association is to provide and organized softball league to the youth of Denville Township consisting of both in town recreational league and travel teams.
- b) It shall be open to all girls who are in kindergarten through senior year in high school, who are residents of Denville or students in Denville Schools (including St. Mary's Prep). Resident exceptions may be allowed based on need and Board approval.

## 3) Membership – The Membership shall consist of:

- a) Any person, age 18 and older, actively participating in Denville Pal Softball as a coach, sponsor or parent/guardian, or any person interested in helping with the success of the Denville Softball Board.
- b) Any youth meeting the requirements as to age, grade, and residency shall be eligible for active participation in Denville Softball. Active membership shall be defined as playing in any of the recognized divisions of Denville Softball.
  - i) Recreation
  - ii) Travel
- c) Prior to any coach/assistant or player participating in any practices or games, all paper work must be properly completed including but not limited to the Rutgers certification, background check , a concussion Certification and the fee, where applicable, turned in to appropriate party.
- d) Divisions

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i) Recreation – The intent of “Recreation” softball teams is to provide a positive experience for all players to learn the skills, techniques, and tactics associated with the game of softball. Also to provide growth, instruction and enjoyment in the game of softball with an emphasis on fun.

a. All Denville Township youth whose parents’/guardian legal voting residence is in Denville Township shall be deemed to meet the residency requirements.

b. Any youth who attends a school in Denville, public or private, will be considered eligible.

c. Should a youth from another town wish to participate in Denville PAL Softball recreation programs, they may do so if:

(i) Their home town does not have an organized youth softball program for them to participate in or,

(ii) Their parent is an active member of the Denville PAL Softball program. (i.e.coach, sponsor, or Board member)

d. all recreation players are to play an equal amount of playing time and should not sit for more than two consecutive innings.

ii) Travel – The intent of “Travel” teams is to provide a high level of competitive softball for the youth of Denville. The travel teams of Denville are bound by the Denville PAL Softball Bylaws as well as the constitution and bylaws of their league of play. In the event of a conflict the rules of Denville PAL Softball Bylaws shall prevail.

a. Team Content

(i) All Denville travel teams shall be Identified as the Denville Blue Devils regardless of age or whether multiple teams exist in the same age bracket.

(a) If multiple teams exist in the same age bracket, the teams shall be identified as a “color” at the end of their name. ie:  
Denville Blue Devils- Blue

(b) If the teams are divided by skill level, the colors shall be arranged in top down order as: Blue, Black, White

(c) If the teams are divided by age, the colors will be given out in the order of Blue, Black & White, ensuring that no teams of the same age group can have the same color in their name. That color shall follow the same team through their entire time in the program.

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(ii) Denville PAL Softball teams shall only consist of the youths that:

(a) Reside in Township of Denville

(b) Reside outside of Denville, but meet the residency requirements set forth by Denville PAL Softball League.

(iii) The official travel team primary color is Royal Blue and secondary color of Black. White may be used as a trim color.

(iv) All travel teams will use the uniform as designated by the Board. Guidelines will be provided, and followed, for all secondary attire and equipment such as undershirts and compression shirts.

(v) No player shall wear any article of uniform outside of those approved by the Board.

b. Should a youth from another town wish to participate in Denville PAL Softball programs, they may do so if:

(i) Their home town does not have an organized travel softball program for them to participate in or,

(ii) Their parent is an active member of the Denville PAL Softball program. (i.e.coach, sponsor, or Board member)

(iii) there are not enough members of an particular travel team that said youth would participate in and no interest from the Recreation department to fill the spot.

(iv) prior to a player playing for said team all possibilities must be exhausted by the board and coach of said team to ensure that any member of Denville PAL softball in recreation or any other program is first sought out before taking said player.

(v) no Denville resident/ player shall be cut or taken after an out of town player ( depending on ability and Board approval)

(vi) Reside outside of Denville, but meet the residency requirement of the league or governing association that the travel team intends to compete.

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(vii) once an out of town player has played for a Denville travel team for one season, they shall be considered a Denville Resident for an future seasons.

(viii) Each team shall consist of up to fifteen (15) quality players in 8U, 10U, 12U, 14U, 16U and/or 18U divisions.

(a) No team may consist of more players than the number allowed by league rules.

(b) There shall be sufficient players to generally assure that a full team will/can be fielded for each game. A determination as to whether the roster contains sufficient players will be made by the Travel Director, with the advice and consent of the Board.

(c) Guest players may be added for tournaments if tournament rules provide, as long as a current roster player is NOT involuntarily excluded from the tournament.

(viii) ALL team members on the roster shall play in each game as long as they have been attending practice. However, due to the quality and competitive nature of the league, playing time need NOT be equally proportioned.

### c. Players

(i) All players on Denville PAL Softball travel teams shall play on their age appropriate team with the following exceptions:

(a) Approval of the Travel Team Selection Committee.

i)The Travel Team Selection Committee shall consist of:

AA. Vice President

BB. Travel Director

CC. Four Members of the board voted on by the board prior to tryouts

DD. The Manager/Head Coach of the specific team as voted on by the board.

(b) There is no Denville team for the “correct” age group for the player during the current season.

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4) Board - The Board shall consist of the following positions. Herewith, whenever the word Board is written, it shall mean Executive Board.

a) President

b) Vice President

c) Secretary

d) Treasurer

e) Player Agent

f) Scheduling Director

g) Equipment Director

h) Umpire Director

i) Fund Raising Director

j) Media/ Public Relations Director

k) Summer League Director

l) Recreation Director –

(i) Division Directors- one per division based on the needs of the program, for example;

i) Kindergarten

ii) Clinic

iii) Instructional

iv) Junior

v) Senior

vi) High School

(m) Travel Director

(n) Sponsor Liason

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- (o) Event Planner
- (p) IT Director
- (q) Training Director
- (r) Special Projects Coordinator

### 5) Nominations and Elections

- a) At the regularly scheduled July meeting, the President shall appoint a chairperson to select and serve on the Nominating Committee.
- b) At the first regularly scheduled meeting in August, the Nominating Committee shall present a summary report of their work to the Board. This report shall include, but not be limited to, a review of all candidates considered by the Nominating Committee. The Nominating Committee shall also present a slate of recommended candidates for each elective office. No persons shall be nominated whose consent to serve had not been first obtained. Further nominations may be made from the floor.
- c) Public announcements of the nominating meeting shall be made when possible at least two weeks prior to that meeting. Nominations may be presented by the public at this first August meeting.
- d) Any non-Board member running for a position must come before the Board or send a written resume' outlining their qualifications and reasons for wanting the position, or they will not be eligible for nomination.
- e) A closed majority vote of the Board shall elect. Elections shall be held at the first regularly scheduled meeting of the Board in September. The newly elected officers will begin their term in October, at the October meeting. In the event of a tie, three votes may be taken. If there is still a tie after the third vote, the voting will be tabled until the next Board meeting at which time each nominee will make a presentation, then the Board will vote again. If there is still a tie, the winner will be determined by a coin toss.

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### 6) Term of Office

- a) All members elected to the Board shall receive a term of two years beginning with the year they are elected, with the option to seek reelection for additional terms.
- b) In no event shall the President serve more than three consecutive two year terms. After completion of the third term, he/she may seek election to another position on the Board other than President or Vice President, if desired, to remain on the Board.
- c) The Vice President shall have the first option to assume Presidency should the vacancy occur between elections. If the Vice President refuses that option, then a special election will be held to elect a new President at the next Board meeting. Any other vacancy on the Board occurring between elections shall be filled by the Board through elections no later than the next meeting of the Board, if possible. If not, Members of the Board will fill the vacant position until a person can be elected.

### 7) Resignations

- a) If a member of the Board resigns or cannot perform his/her duties, the Board shall solicit the membership for a replacement and shall, by majority vote of the Board members present, replace said member.

### 8) Removal from Office

- a) Any member(s) of the Board may be removed from the Board for just cause and/or failure to perform. Just cause may be defined as misappropriation of funds, use of alcohol or drugs during Softball functions, any conduct which is in disregard of the Bylaws and rules, etc. A full review of the matters and a 75% private written vote of the total Board, except the member(s) in question, is necessary to effect the removal. Members brought up for removal shall be given the opportunity to address the Board

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prior to the vote.

### 9) Meetings

- a) The Board shall meet the 3rd Thursday of every month.
- b) The Board meetings shall be held at the Gardner Field House at 8:00 PM during the softball season, 7:00 PM in the off-season.
- c) The location and time may be changed by the President when necessary.
- d) Special meetings, when required, may be called by the President or a Board Member with the President's approval.

### 10) Voting

- a) Each Board member shall be allowed one vote.
- b) The Board shall, by majority vote, pass or reject all items which may arise concerning the Association. Except where a larger majority is required by the By Laws.
- c) For a board member to retain their voting privileges they must be in attendance at 60% of the meetings held for the previous twelve (12) months.

### 11) Duties of Officers

#### a) President

- i) Shall handle the order of Board meetings, old business, director's reports, board members reports, and new business.
- ii) Shall call special meetings if required and have the Secretary notify all members of the Board.
- iii) Shall coordinate all insurance needs with PAL.
- iv) Shall oversee draft meetings, with the assistance of the appropriate Division Director.
- v) Shall reserve playing fields and obtain permits for all league play.
- vi) Shall reserve the meeting room at the Gardner Field House for the monthly Board meetings.



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- vii) Shall ensure the Board acts in compliance with the Denville PAL Girls softball bylaws.
- viii) Shall ensure all Board Timeline elements are completed.

### b) Vice President

- i) Shall conduct the duties of the President, in the absence of the President, when so advised.
- ii) Shall handle all major complaints.
- iii) Shall coordinate with Babe Ruth, including:
  - (1) Charter and provide charter fees to Babe Ruth.
  - (2) Shall provide spring team rosters to Babe Ruth on Babe Ruth website.
  - (3) Shall provide spring schedules to Babe Ruth District Commissioner, Babe Ruth State Commissioner, and to Babe Ruth Corporate office in Trenton.
  - (4) Shall provide Geographic Boundary document to Babe Ruth District Commissioner, Babe Ruth State Commissioner, and to Babe Ruth Corporate office in Trenton.
  - (5) Shall provide division waiver requests to Babe Ruth District Commissioner, Babe Ruth State Commissioner, and to Babe Ruth Corporate office in Trenton.
  - (6) Shall provide proof of insurance to Babe Ruth District Commissioner, Babe Ruth State Commissioner, and to Babe Ruth Corporate office in Trenton.
  - (7) Shall provide state fees to Babe Ruth State Commissioner.
  - (8) Shall provide tournament rosters to Babe Ruth on Babe Ruth website.
  - (9) Shall coordinate the tryouts for the travel teams
    - i) Shall consolidate and calculate tryout ratings for travel teams.
    - ii) shall preside over final team selection with the Travel Director and Head Coaches

### c) Secretary

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- i) Shall keep accurate minutes of all meetings of the Board and record attendance.
- ii) Shall handle all Board correspondence designated by the president.
- iii) Shall distribute the minutes of meetings.
- iv) Shall keep all correspondence and records of the Board.
- v) Shall keep records of all coaches in the association, including finger prints, concussion training and Rutgers Certification.

### d) Treasurer

- i) Shall prepare an annual budget and track actual revenues and costs.
- ii) Shall deposit funds, write checks for expenditures, and maintain checking account balance.
- iii) Shall provide monthly checking account and budget updates to the treasurer of PAL.
- iv) Shall provide a monthly report to the Board.
- v) Deliver to the Secretary a complete backup copy of the league financial files on a monthly basis for safe keeping and redundancy.

### e) Player Agent

- i) Shall keep the roster of all eligible players and divide all eligible players into their respective divisions.
- ii) Shall provide all division directors with copies of player registration forms.
- iii) Shall keep the roster of all eligible standby players and assign the players according to the draft rules.
- iv) Shall keep player registration forms, ratings, ID cards, birth certificates, and insurance forms.

### f) Scheduling Director

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- i) Shall obtain and maintain the spring travel team game and practice schedules for each Denville travel team.
- ii) Shall apply the spring travel league home game and practice schedules into the master schedule.
- iii) Shall create the recreation league practice, game, and clinic schedules and apply to the master schedule.
- iv) Shall create the summer travel league master schedule for each division.
- v) Shall create and maintain the summer league game and practice schedule for each Denville travel team.
- vi) Shall apply the summer league home games and practices into the master schedule.
- vii) Shall obtain and maintain the fall travel team game and practice schedule for each Denville travel team.
- viii) Shall apply the fall travel league home games and practices into the master schedule.
- ix) Shall communicate all schedule updates to the Web Site Director for posting.
- x) Shall provide spring schedules to Vice President for Babe Ruth.

### g) Equipment Director

- i) Shall be responsible for the inventory and maintenance of Association equipment.
- ii) Shall, with approval of the board, order necessary equipment.
- iii) Shall provide the board with an accurate inventory of all equipment at the November meeting.
- iv) Shall, with approval of the board, order and distribute uniforms for recreation and travel teams.
- v) Medical Kits
  - (1) Shall provide the board with an accurate inventory of medical kits at the November meeting.
  - (2) Shall, with approval of the board, order necessary medical kit supplies.

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(3) Shall prepare and distribute medical kits for handout.

h) Umpire Director

- i) Shall be responsible for the recruitment and training of all recreation league umpires.
- ii) Shall schedule umpires for all appropriate games.
- iii) Shall coordinate umpire payment.
- iv) Coordinate with local umpires for Travel Division Umpires

i) Fund Raising Director

- i) Shall, with approval of the Board, implement fund raising activities.
- ii) Shall report on profitability of each activity to the Board.

j) Public Relations Director

- i) Shall be responsible for all press releases for recreation and travel divisions.
- ii) Shall, with the approval of the board, develop and distribute press releases and photos to appropriate media outlets.
- iii) Shall be responsible for all social media including but not limited to Facebook, Twitter or any other entity that becomes available

k) Summer Travel League Director

- i) Shall solicit teams for participation.
- ii) Shall maintain rules for each age group.
- iii) Shall review league rules with all coaches prior to season.
- iv) Shall collect team registration forms, registration payment, proof of insurance, blackout dates, and rosters.
- v) Shall develop and communicate regular season schedules.
- vi) Shall receive, maintain, and communicate game results and standings.

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vii) Shall seed playoffs, schedule fields, schedule field preparation, and schedule umpires.

viii) Shall purchase and distribute trophies to 1st and 2nd place teams in each division.

### l) Recreation Division Director

i) Shall mediate minor conflicts within their division.

ii) Shall coordinate the draft for their division.

iii) Shall review respective division rules and regulations with all coaches involved, and supply the Board with a list of proposed rule changes prior to the start of season play for Board approval.

iv) Shall hold in person pre-season meeting with coaches to review rules and expectations for season.

v) Shall hold in person mid-season meeting with coaches and report findings and conclusions to the Board.

vi) Shall report to the Board at the monthly meeting, the status of their division, included reported disciplinary action taken against any player or coach.

vii) Shall coordinate the playoffs, all star selections, and standings, if applicable for the division.

(a) All division Directors shall report to the travel director

(b) All division directors shall adhere to the policies set forth in these bylaws under the leadership of the Recreation Division Director.

### m) Travel Director

i) Shall mediate minor conflicts within the travel program.

ii) Shall help coordinate the tryouts for each division.

iii) Shall review respective league and division rules and regulations with all coaches involved.

iv) Shall hold in person pre-season meeting with coaches to review rules and expectations for season.

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v) Shall hold in person mid-season meeting with coaches and report findings and conclusions to the Board.

vi) Shall report to the Board at the monthly meeting, the status of their division, included reported disciplinary action taken against any player or coach.

vii) Shall coordinate tournaments and Summer league play with appropriate members.

Viii) Shall coordinate with the Travel Coaches, Schedule Director, and Training Director for practice, game, and training schedules.

viii) Shall help create and maintain the winter practice/training schedule with the Training Director, Travel Coaches and Schedule Director. With final approval of the Board

### n) Sponsor Liason

#### i) Shall coordinate Sponsors

(1) Shall solicit and secure sponsors for each recreation league team.

(2) Shall collect sponsor registration forms and provide sponsor information to the Equipment Director for uniform ordering.

(3) Shall distribute sponsor plaques to sponsors.

### o) Event Planner

#### i) Shall coordinate Picture Day

(1) Shall select picture day date and photographer.

(2) Shall secure pavilion area with Recreation Department.

(3) Shall develop and communicate picture day schedule.

(4) Shall coordinate picture day activities.

(5) Shall distribute pictures via board members and/or coaches to the players.

#### ii) Shall organize the End of the Year Party

(1) Select and communicate party date.

(2) Secure pavilion area with Recreation Department.

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(3) Coordinate purchasing and transportation of party food products and supplies.

(4) Coordinate activities at party.

(5) Coordinate party clean-up.

### p) IT Director

i) Shall, with approval of the board, secure web site host.

ii) Shall develop and post web site content including schedules, standings, contacts, newsletters, general information, etc.

iii) Shall keep a complete record of all hardware and software purchased by the league and retain physical media, manuals etc for all league equipment and software.

iv) Shall keep a complete record of all league email accounts, Babe Ruth Online accounts, web site hosting and domain registration accounts and contacts for each

### q) Training Director

i) Shall coordinate a training regimen for the Travel and Recreation players

ii) Shall coordinate a training regimen for the coaches of Travel and Recreation

iv) Shall help create and maintain the winter practice schedule for each Denville travel team with the Travel Director, Schedule Director and Travel Coaches input.

v) Shall seek outside sources for additional training programs and present options to the Board for approval

### r) Special Project Coordinator

i) Shall coordinate with other board members to facilitate the completion of various projects.

ii) Shall develop materials lists and identify contractors that might be necessary to complete each project.

iii) Shall work with the treasurer to develop a budget for each project which will be voted on.

iv) Shall complete any necessary permits or applications on behalf of the board to complete each project

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### 12) Selection and Regulation of Coaches

- a) The procedure for the selection of recreation league, all-star, and travel team coaches shall be by majority vote of the Board based on the coaches' ability to manager, communicate with players and parents, and willingness to adhere to the association By-Laws.
- b) Each team shall have a head coach that meets the town and Babe Ruth certification requirements (whose child/children shall automatically be on his/her team).
- c) The Board can by two-thirds vote of the entire Board, terminate a coach.
- d) If an appointed coach decides to resign or quit their coaching position for any reason other than a health related issue, they cannot be selected as a coach in a subsequent season without the board's approval by majority vote.

### 13) Duties of Coaches

- a) All coaches shall meet the coaching certification requirements for this association Denville Township, PAL, and the league or Governing association that the team intends to compete.
- b) All coaches MUST have their background check and fingerprinting completed every 3 years in accordance with PAL rules and regulation for all youth volunteers. If this is not done or previous checks have expired, volunteers will not be allowed to coach until they are in compliance. No exceptions will be made.
- c) All coaches are encouraged to attend instructional clinics offered by the board.
- d) All coaches shall demonstrate the ability to manage, communicate with players and parents, and be willing to adhere to the Association By-Laws.
- e) Recreation league coaches shall follow the current rules and regulations of the Softball Division of Babe Ruth League, Inc, unless amended for local play.
- f) Travel coaches shall follow the rules of the leagues and/or tournaments in which they are participating.
- g) All coaches shall be responsible for the actions and conduct of all players and spectators of their respective teams.



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h) Recreation league coaches shall turn in player rating sheets for each player to the Player Agent Director.

i) All coaches, with exception of Kindergarten Division, shall turn in team score books after the last game.

j) All coaches shall adhere to the Denville PAL Coach's Code of Conduct.

k) All coaches will have to be concussion certified

l) All coaches will have their Rutgers certification.

### 14) Recreation League Games

a) All recreation league games shall be played under the rules and regulations of the Softball Division of Babe Ruth, Inc. unless amended and approved for local play.

### 15) Recreation League Registration

a) The deadline for registration is February 15th

b) A monetary penalty may be imposed on any player registering after February 15th

c) The deadline for late registration is March 1st. (no player should be turned away)

d) Teams will be established based on players registered as of February 15th.

e) Any player registering after February 15th will be placed on a waiting list and may be placed on a team if and when space becomes available.

f) The following list of the divisions and eligible players within the Association:

i) Kindergarten Kindergarten

ii) Clinic 1st and 2nd Grades

iii) Instructional 3rd and 4th Grades

iv) Junior 5th and 6th Grades

v) Senior 7<sup>th</sup>, 8th and 9<sup>th</sup> Grades

vi) High School 10th, 11th, and 12th Grades

g) Division definitions may be modified by the Board, if enrollment dictates.

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### 16) Recreation League Draft

- a) The purpose of the player draft system is to divide players into teams that are as even as possible. Player ratings are critical to the draft process.
- b) All players in the Instructional, Junior, Senior, and High School divisions shall be placed on a team by means of a draft.
  - i) Prior to the draft, coaches should discuss ratings of all players. In consensus, adjust ratings that appear out of sync.
  - ii) Players without ratings shall be given a rating based on athletic ability or any knowledge of the player's ability by the coaches.
  - iii) Players shall be placed in order from highest to lowest rating by grade.
  - iv) Players shall be assigned to specific draft rounds based on rating.
  - v) Draft order shall be determined by pulling numbers from a hat. The order of picks should be 1 to X and then X to 1 where X is the total number of teams in the division.
  - vi) The coach's child shall be placed onto the draft sheet in the appropriate round based on the ratings. The coach will not get a draft pick in that round.
  - vii) Unless specified by the player's parents to the contrary, sisters will be placed on the same team based on draft round.
  - viii) There will be draft rounds for the higher grade level until there are not enough players left at that grade to complete another round. At that point, there will be draft rounds for the lower grade level until there are not enough players left at that grade to complete another round. All remaining players shall be placed into a single group, regardless of grade, to complete the remaining picks.
  - ix) Any hardship cases should be discussed between the coaches and resolved immediately.

### 17) Recreation League Standings and Playoffs

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- a) Team standings shall be kept in the Instructional, Junior, Senior, and High School divisions.
  - i) 3 points shall be awarded for a win, 2 points for a tie, and 1 point for a loss.
  - ii) Teams shall be positioned in the standings based on total points.
- b) The Junior, Senior, and High School divisions will have a single game elimination playoff at the end of the season.
  - i) All teams will participate in the playoffs.
  - ii) Playoff seeding's will be generated from the points accumulated for each team.
  - iii) Ties will be broken by head to head, winning percentage, then coin toss.
- c) The Instructional division will not have a playoff at the end of the season. The team placement will be determined by the accumulated points.

### 18) Instructional Division All Stars

- a) An all star game shall be played between players from the Instructional Division.
- b) The coaches from half of the teams will select players to play on the National League team and the coaches from the other half the teams will select players to play on the American League team.
  - i) The number of players selected from each team shall depend on the number of Instructional Division Teams.
  - ii) The division director shall set the number and identify the teams that will feed each all star team at the start of the season.
- c) Coaches for the all star game shall be selected from the coaches in the Instructional Division. The coaching preference will be given based on the number of points the coach accumulated during the regular season.

### 19) Travel Team Tryouts

- a) Tryouts for the 10U, 12U, 14U, and 16U travel teams take place in late July or early August.
- b) Tryouts for the 8U travel team takes place in April.

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c) Players participating in the tryouts shall be rated independently by selected members of the community by the Board. Example: Morris Knolls Head Softball Coach.

d) Player selection criteria include tryout ratings, player commitment to softball, and performance on the previous year's team, if played.

e) Players selected for one of the travel teams shall be posted to the web site.

f) Players who participate on the travel team or are assigned to a travel team roster and choose to quit for any reason other than injury will be allowed to participate on a future travel team at the discretion of the board. A written request from the player's parent(s) to participate and adequate ratings at a scheduled tryout will be required in order to evaluate the players commitment.

### 20) Travel Team League and Tournament Participation

a) 10U, 12U, 14U, and 16U travel teams participate in the NW Jersey Travel League, the Babe Ruth District Championship, the Denville Summer Travel League, and tournaments from April through July.

b) 8U travel teams participate in the Denville Summer Travel League, the Babe Ruth District Championship, and tournaments from June through July.

c) Travel team participation in Fall Ball is optional and is not included in the Spring/Summer registration fees. Additional fees will be assessed to cover Fall Ball costs for those participating.

d) All League and tournament play may be amended on a yearly basis with approval of the board

### 21) Discipline

a) When a player must be disciplined (removed) for one game, the Director of the respective division must be notified and approve of the disciplinary action taken. If the Director does not agree with the coach's actions, the Director must bring the situation to the Vice President immediately for resolution. The Vice President shall have the final say as to the action to be taken.

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b) When more than one player and/or more than one game is involved in the disciplinary action, the Vice President or his/her appointed committee must approve the disciplinary action before it takes affect. The Vice President or the committee has the right to alter the disciplinary action.

c) All grievances regarding rule violations or behavior violations by coaches, players, umpires, or spectators shall be brought to the attention of the Vice President in writing within 48 hours of the incident. After receiving the written report, the Vice President or his/her appointed committee, shall impose such penalty as they deem justified and shall notify the person or parties penalized.

d) player and parent codes of conduct forms will be reviewed and amended annually and signed by all parties prior to play.

### 22) Miscellaneous

a) The Association's Bylaws must be reviewed annually.

b) Requests to change the Bylaws, by any Board member, must be submitted to the President in writing.

c) The Board, by a 75% vote by all of its members, may overrule, change, or delete any Bylaw.

d) Bills requiring payment must be submitted to the Treasurer for payment. Any bills over the amount of \$500 required the approval of the President.

e) Equipment of the Association shall only be used for Association functions, or otherwise authorized by the Board.

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### 23) Addendum

- a) Any board member shall not be compensated in any way for any type of function performed
- b) Any equipment, paperwork or any other material that belongs to the board will be returned to the board upon request from the board.
- c) Any item not covered by this document shall be addressed by the President and/or the Board as necessary. Any additional items can be brought to the Board and by majority vote, outline or determine what action to impose.

Adopted: January 23, 1997

Last Update: November 20, 2013

Notes: Ongoing