

# CONSTITUTION

## ARTICLE I - NAME

The Foxon Recreation League Incorporated.

## ARTICLE II – PURPOSE

To provide and promote recreation for the children of East Haven.

## ARTICLE 111 – MEMBERSHIP

Section I: Any person seventeen years or older who is interested in promoting the purpose of the Foxon Recreation League and in helping the young people to develop into upright American citizens, shall be eligible for membership in the League. He/she will also forfeit their right to play ball in the F.R.L. All persons prior to their 17th birthday who wish to join the League must petition the board and a 2/3 vote in affirmation to insure his/her membership.

Section II: All new members must complete a one season probationary period. During that period if the member is called before the Executive Board, the probationary period may be extended for another season or they may have their probationary membership revoked.

Section III: Official membership and voting rights will be given to all members upon acceptance. Said members will thereupon become successors of the original corporation. Qualifications for voting in elections: Members must attend 51% of regular scheduled meetings. Exempt F.R.L. Executive Board, Reggie Hatch Foxon Community Center Board and FRL Board and all past presidents.

Section IV: A member in good standing shall be a paid up member. They shall attend 51% or more League meetings per calendar year (end 12/31) or lose their rights to vote and risk their right for managing or coaching.

- A. A member will be allowed two excused meeting to count toward their 51% of attendance per calendar year.
  - B. Excused members must be recorded in the attendance ledger and noted as such.
  - C. New members voting must attend the first three meetings after their acceptance to the F.R.L. to be eligible to vote. They then must maintain 51% to be in good standing.
  - D. A member in "good standing" can not presently be on probation
- Section V: No member shall be expelled or suspended from MEMBERSHIP except by three fourths (3/4) vote of all the members present at a meeting called and held for this purpose. The code of ethics supersedes ALL rules.

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## **ARTICLE IV - EXECUTIVE BOARD**

**Section I:** The affairs of this League shall be managed by an Executive Board, which shall be composed of the offices of the League that are elected by the members.

**Section II:** The officers of this League shall consist of a President, First Vice-President, Second Vice-President, Third Vice-President, Recording Secretary, Corresponding Secretary, Equipment Manager, Town Liaison, Sergeant at Arms, Director of Boys, Director of Girls, and the Chairman of the Reggie Hatch Foxon Community Center (non-voting).

**Section III:** The officers shall be elected in a manner prescribed by the bylaws. Four positions below the President shall be one-year terms and movement must be upward. All other positions can be held for two (2) year periods except for the Trustees. Movement from these positions can be at random. Effective 1999  
1<sup>st</sup> Term President needs 5 consecutive years on the board.

## **ARTICLE V - FINANCIAL RECORDS**

All Financial records will be audited by an accountant at the end of each fiscal year  
Trustees will do audits as needed.

## **ARTICLE VI — AMENDMENTS**

This constitution may be altered, amended, repealed or added to in whole or in part. Such proposal will be presented but not discussed. A special meeting will be called and a notice sent out containing a statement of proposal at this meeting. There will be a discussion followed by a vote, three-fourths (3/4) vote of the membership present will be needed to carry proposal

## **ARTICLE VII — BYLAWS**

The League may make and adopt bylaws as deemed necessary and proper for the regulation of its affairs and the furtherance of its purposes.

## BYLAWS

### ARTICLE I

Section I: **MEMBERSHIP:** Membership shall be acquired by filing a written application with the Recording Secretary. Upon proof satisfactory to the Executive Board that said applicants are eligible for membership, have attended a screening, after their names are presented to the membership, there are no objections they shall be declared to be members and entered on the rolls of the Association. No vote of the Association shall be necessary to pass the applications. Cut off date for new members will be the first meeting in July. Next enrollments will be January 1<sup>st</sup> of the next year. All members are required to sign a code of ethics annually. Membership must be renewed yearly by a fee set by the Executive Board.

### ARTICLE II

Section I: OFFICERS: The board of trustees, the president and 1<sup>st</sup> vice president will serve as the nominating committee for election of officers in the F.R.L. This committee shall present their slate of officers at the September meeting, at which time nominations will also be accepted from the floor. President, Vice President, Second Vice President, Third Vice President and Recording Secretary must move consecutively up each year or resign. All other Board positions may be held for two years maximum then move up or down. Exempt from above timetable: chairperson of the Reggie Hatch Foxon Community Center.

Section 11: ELECTIONS: The candidate receiving the highest number of votes shall be elected. Nominations for officers shall be made at the September meeting and the elections of officers shall be made at the October meeting by secret ballot if needed. Officers elected will assume office at this meeting upon new business. The officers will hold office according to the constitution. If no opposition, the Recording Secretary shall cast one ballot for the endorsed slate.

Section III: QUALIFICATIONS: Before a member can be nominated for office they must be a member for at least one year and to have attended fifty one percent (51%) of the meetings of the current year. (September 1 through August 31)

Section IV: DUTIES AND POWERS: The duties and powers of the officers shall be as follows:

A. All board members are responsible to be in attendance at Kennedy Field during the playing season as directed by the president of the League.

B. All board members must attend 5 1% of all meetings held. If the board member does not attend 5 1% of the meetings held, the president of the league has the right to ask for their resignation. They may lose their right to be on the board the following year.

**PRESIDENT:** The President shall preside at all meetings of the League and the Executive Board. He / She are designated as the only official voice of the League. The authority to speak officially for the League can be delegated by the President. Violation of this can resort in a member's conduct being reviewed and placing the latter in review by the members in accordance with the constitution.

He / She shall call regular and special meetings of the League in accordance with these bylaws and shall be responsible for League administration.

He / She shall appoint and or remove all committees required for the administration of the League.

He / She shall enforce these bylaws and perform all other duties incident to the position and office

He / She shall sit on the Reggie Hatch Foxon Community Center Board as a voting member during their term of office.

**FIRST VICE PRESIDENT:** The First Vice President shall serve as chairman of the Rules and Protest Committee. He/she shall call all meetings of this committee in accordance with these bylaws. He/She shall serve as President in the event the President is unable to fulfill his/her duties.

**SECOND VICE PRESIDENT:** The Second Vice President shall serve as chairman of the Stand. He/she shall execute this position in accordance with these bylaws. He/she shall succeed to all duties and powers, when in the event that the First Vice President or President resigns or a vacancy otherwise arises in the office of these offices.

**THIRD VICE PRESIDENT:** The Third Vice President shall assist the Stand Chairman. He / She shall execute this position in accordance with these bylaws. In the absence of the President, the First Vice President and the Second vice President he/she shall preside over meeting of the League and the Executive Board.

**RECORDING SECRETARY:** The Recording Secretary shall be the custodian of the records of the League and shall keep a record of the names of the members, their addresses and the dates of their admission to membership. He/she shall issue membership cards with meeting dates on them. He / She shall keep an attendance roster of the members for both regular and special meetings.

**CORRESPONDING SECRETARY:** The Corresponding Secretary shall attend to all correspondence of the League including matters pertaining to the Sunshine committee and keep a record of all correspondence sent out and received by the League. He/she shall notify members of special meetings. He/she shall be responsible for all billings to sponsors and keeping a log of the same. He/she shall act as Financial Secretary - collect money and keep records. He/She shall be responsible for picking up the Leagues mail.

**EQUIPMENT MANAGER:** The sole purpose of and issuer of baseball uniforms and equipment for all teams of the Foxon Recreation League. The sole purchaser of any and all trophies andlor awards. He/she shall be responsible for securing annual bids. He/she shall maintain an up to date inventory of all useable equipment and uniforms. He/she shall approve all purchases with the Executive Board.

**TOWN LIAISON:** The Town Liaison Officer shall be the League's representative in matters relating to the business of the League with the town officials when required or requested. He/she shall chair and coordinate the Field Clean-up Committee and be responsible for purchasing all materials needed for field clean up. He/she shall maintain an inventory of all materials.

**SERGEANT AT ARMS:** The Sergeant At Arms shall maintain order at all meetings of the League and admit qualified members of the League to such meetings. He/she shall chair fundraisers other than the stand. He/She shall provide refreshments when deemed necessary by the President of the League.

**DIRECTOR OF BOYS:** He/she shall be the direct link between the Executive Board and Commissioners of all boys' teams. He/she must get reports from all divisions for monthly meetings.

**DIRECTOR OF GIRLS:** He/he shall be the direct link between the Executive Board and Commissioners of all girls' teams and Tee ball division. He/she must get reports from all divisions for monthly meetings.

**CHAIRMAN OF THE REGGIE HATCH FOXON COMMUNITY CENTER:** The Chairman will preside at all meetings of the Community Center Executive Board. He/she shall call all regular and special meetings of the Community Center and shall be responsible for Community Center Administration and fund raising.

He/she shall appoint and remove all committees required by the business and affairs of the Center as outlined in these bylaws.

### **ARTICLE III**

**Section I: VACANCIES:** All vacancies in any office or position in the League shall be filled at the earliest possible time by appointment of the Executive Board and the person selected to fill the vacancy shall hold office until the next annual election. Vacancies on the Community Center Boards of Directors are covered in these bylaws.

**Section II: REMOVAL FROM OFFICES:** Officers maybe removed only by a two thirds (2/3) vote of members present at a meeting called for that purpose. The Community Center Board of Director's removal is covered in these bylaws.

### **ARTICLE IV**

#### **Section I: COMMITTEES: The Rules, Protests and Ethic Committees:**

##### **The Rules Committee:**

The Rules Committee shall consist of the First Vice President as Chairperson, Chief Umpire, and two other members appointed by the chair and approved by the Executive Board.

The responsibilities of the Rules Committee are to help formulate rules they deem necessary in the best interest of the League. Said rules may be used only upon the final judgment of the executive Board. Said rules shall be binding on all members and participants of the League.

##### **The Ethics Committee:**

The Ethics Committee shall consist of the Executive Board minus the chairman of the ethics appeal committee.

All violations shall be sent to the Ethics Committee as outlined in the ethics code. Violations shall be judged in accordance to the violation. The committee's decision is final with the right of appeal, as outlined in the code of ethics. All decisions shall be written down and the person involved notified within 72 hours (3days) of this decision, with a copy for the secretary and one to the Executive Board.

**The Protest Committee:**

The Protest Committee shall consist of the Chief Umpire, the director of the Boys and Girls Divisions, two alternates and the First Vice President as chair.

The responsibility of the Protest Committee shall be to hear all protests in relation to the procedure outlined in the playing rules book. It shall be the change of the Protest Committee to render a decision which will be acted upon by the Executive Board. The Executive Board (exclusive of the Directors) reserves the right to over rule any decision made by the Protest Committee. The final decision shall be given to the protestor within 72 hours (3days of the ruling being made). The ruling made shall be binding upon the participants of the protest.

Any member of the Rules and Protest Committee involved personally in a protest will be removed from their position on the committee and will be replaced by one of the alternates with all the rights reserved by that committee member. Copies of all rule changes and protests and their outcomes shall be kept by the Recording Secretary and the Chairperson. A copy of the rules shall be given to each manager.

**Section II: PLAYING RULE CHANGES:** Any request for individual league playing rule changes shall be presented to the Commissioners, or Executive Board, in writing, by the December meeting. They will then submit these changes to the First Vice President.

**Section III: GENERAL COMMITTEE RULES:** A financial report shall be given within six (6) weeks from the completion of an event by the Committee Chairperson to the Treasurer and the Recording Secretary.

**Section IV: STAND COMMITTEE RULES:** The Stand Committee shall be chaired by the Second Vice President and he/she shall be assisted by the Third Vice President. The Stand chairperson will schedule workers for the stand. He/she shall organize workers so that they will be notified one (1) week in advance. They shall be present and supervise stand workers daily.

**Rules for stand are as follows:**

1. The stand chairperson or the assistant will keep a daily journal of all receipts and expenditures and a stand ledger.
2. No one will be allowed in the stand without the approval of the chairperson, assistant chairperson or the Executive Board.
3. There will be a maximum of 8 workers in the stand at one time.

4. There will be no children less than 15 years of age allowed at any time in the stand.
5. The chairperson or assistant chairperson will be the sole purchaser of merchandise for the stand.
6. The chairperson or designee will deposit all monies nightly.
7. The chairperson, assistant chairperson or designee of the Executive Board will be responsible for opening and closing the stand each day
8. Keys for the stand will be available to the chairperson, assistant chairperson, president or any board member assigned to open and or close the stand.

## **ARTICLE V**

**Section I: LEAGUE COMMISSIONERS:** There shall be one (1) League Commissioner for each League. A list of their duties will be found in the playing rules booklets.

- A. These League commissioners shall be approved by the Executive Board.

## **ARTICLE VI**

**Section I: MEETINGS:** Meetings shall be called by the President at least once a month or at any time the business of the League so requires. Notice to the members shall be by mail for special meetings only. There shall be an annual meeting in September for the nominations of the officer and an annual meeting in October for the election of officers. Smoking is prohibited during meetings.

**Section II: VOTING:** All members in good standing, and current FRL card, have a right to vote. (51% required)

**Section III: CONDUCT OF MEETINGS:** All meetings of members and committees shall be conducted according to parliamentary procedure as set in Roberts' Rules of Order Revised.

**Section V: QUORUM:** A quorum shall consist of ten members including the Executive Board.

## **ARTICLE VII**

**PURCHASING:** Any purchase more than five hundred dollars (\$500.00) must be approved by the membership. Budgeted items and special events will be approved by the Executive Board and a report given to the body at the next meeting following the said approval.

## **ARTICLE VIII**

### **Section 1 Foxon Recreation League board of trustees:**

#### **Duties of the board of Trustees:**

1. They shall meet as necessary to audit all financial record of the F.R.L
2. They shall serve as the Nomination Committee for the election of officers.
3. The Treasurer shall receive and keep a record of all funds received by him/her and shall pay all bills of the League (when so ordered by the Executive Board). This is an appointed position by the Trustees and he/she must be a League member.
4. If the majority of the Executive Board petitions the Board of Directors, in writing, of a no confidence vote in the performance of an Executive Board member, the Board of Directors will meet and conduct a hearing of the matter. There must be a minimum of 5 (five) Directors in attendance. A seventy- five percent (75%) vote in favor will result in the recall or appropriate disciplinary action of that board member. In the event of a "Recall" the Foxon Recreation League Executive Board will assume the duties of the recalled Board member for for the remainder of his/her term of office.

#### **Items needed to accomplish audits**

- A. Copies of all financial statements from any members responsible for any funds in the F.R.L. League members must be available for an audit at a time and place set by the Board of Trustees

#### **AUDIT REPORTS**

1. Any changes, recommendations or actions to be taken will be reported to the Executive Board.
2. A report will be given to the body at all regular meetings.

## **ARTICLE IX**

### **THE REGGIE HATCH FOXON COMMUNITY CENTER / BOARD OF TRUSTEES:**

The Reggie Hatch Foxon Community Center Board / Board of Trustees will be governed by their own set of bylaws. The Chairperson of the board has a non-voting position on the F.R.L. Executive Board.

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