

**D.O.L.L.S.  
ORGANIZATION  
BY-LAWS**

TABLE OF CONTENTS

ARTICLE I – ORGANIZATION NAME..... 3

ARTICLE II – GOAL AND OBJECTIVES..... 3

Section 1 - Organization Goal..... 3

Section 2 – Objectives..... 3

ARTICLE III – PARTICIPATION AND MEMBERSHIP..... 3

Section 1 - Eligibility to participate as a player..... 3

Section 2 - Eligibility to Participate as a Board Member Corporate Officer, Manager..... 3

Section 3 - Classes of Membership..... 4

Section 4 - Resignation, Suspension and Termination of Members and Player Members..... 4

ARTICLE IV – GOVERNANCE..... 5

Section 1 - Board of Directors..... 5

Section 2 - Officers..... 7

ARTICLE V – MEETINGS..... 8

Section 1 - Board of Directors..... 8

Section 2 - Rules of Order..... 9

ARTICLE VI – FINANCIAL POLICY..... 9

Section 1 - Board Controls..... 9

Section 2 - Common Treasury..... 9

Section 3 - Audit Committee..... 10

ARTICLE VII – AMENDMENTS..... 10

Section 1 - Proposing Amendments..... 10

Section 2 - Ratification..... 10

ARTICLE VIII – LEAGUE RULES..... 11

Section 1 - Rules Governing Play..... 11

Section 2 - Local League Rules..... 11

ATTACHMENT ONE – Organizational Titles..... 12

**ARTICLE I – ORGANIZATION NAME**

The name of this organization shall be: Downers Own Little Lassie Softball (DOLLS).

**ARTICLE II – GOAL AND OBJECTIVES**

**Section 1 - Organization Goal**

The Goal of the DOLLS organization shall be to provide opportunities for youths to participate in a supervised, fastpitch softball program.

1. Everyone connected with DOLLS – players, parents, coaches and sponsors – should bear in mind that the attainment of exceptional athletic skills, or the winning of games is secondary to the objective listed in Section 2 of this Article.
2. The adult leadership of the organization should be exemplary in all aspects of good conduct and sportsmanship.

**Section 2 – Objectives**

The objective of the DOLLS organization shall be to:

1. Develop good sportsmanship, integrity and respect for self and others;
2. Teach fundamental skills of softball;
3. Provide an opportunity for the advancement of knowledge gained.

**ARTICLE III – PARTICIPATION AND MEMBERSHIP**

**Section 1 - Eligibility to participate as a player**

1. Any person meeting the age limit requirements and willing to actively participate to achieve the goal and objectives of DOLLS is eligible to register and become a player in the DOLLS organization.
2. A parent or guardian must provide signature approval for any minor under the age of 17 as of the start of the season within which they intend to play.

**Section 2 - Eligibility to Participate as a Board Member Corporate Officer, Manager**

1. Minimum Age Requirement – Any person, eighteen years of age or older, if openings exist, may become a Member of the DOLLS organization as a Board Member, Corporate Officer or Manager.

2. Approval of Managers and Coaches – The Board of Directors reserves the right to interview and approve each managerial and coaching candidate. Each manager and coach must pass the basic ACEP coaching program within twenty-four months or forfeit her/his eligibility to manager/coach in the DOLLS organization.

**Section 3 - Classes of Membership**

1. Non-Voting Members – A Non-Voting Member shall be any person who is registered with and eligible to play in the DOLLS organization. As used hereinafter, the phrase “Player Member” shall mean a Non-Voting Member unless otherwise stated.
2. Voting Members – A Voting Member shall be all:
  - Members of the Board of Directors,
  - Officers, and
  - Managers (Coaches may vote in place of managers, but no team may cast more than one vote).
3. A Voting Member shall be eligible to exercise her/his vote except when under a league suspension, as detailed in Article III, Section 4. As used hereinafter, the word “Member” shall mean a Voting Member unless otherwise stated.

**Section 4 - Resignation, Suspension and Termination of Members and Player Members**

1. A Member may voluntarily terminate her/his membership by resigning from the DOLLS organization.
2. A Member also may have her/his membership suspended or terminated by action of the Board of Directors. The Board of Directors, after conducting an inquiry, shall have the authority to suspend or terminate the membership of any Member when it believes the conduct or cooperation of said person is detrimental to the best interests of the DOLLS organization.
3. The Member shall be notified of said inquiry, informed of the general nature of the issue raised against her/him and given an opportunity to appear at a meeting to respond to said issues.
4. After concluding its inquiry and holding a meeting at which the Member could appear and discuss the issues with the Board of Directors, the Board of Directors, by two-thirds vote of those present at the next duly constituted meeting but not by less than one-half of the total membership of the Board of Directors, may suspend or terminate the individual’s membership.
5. A Player Member may voluntarily terminate her/his membership by resigning from the DOLLS organization.
6. A Player Member also may have her/his membership suspended or terminated by action of the Board of Directors. The Board of Directors,

after conducting an inquiry, shall have the authority to suspend or terminate the membership of any Player Member when it believes the conduct or cooperation of said Player Member is detrimental to the best interests of the DOLLS organization.

7. The Player Member shall be notified of said inquiry, informed of the general nature of the issues raised against her/his and given an opportunity to appear at a meeting to respond to said issues. The Board of Directors, in the case of a Player Member, shall give notice to the manager of the team of which the Player Member is a member and the Player Member's parents. Said manager and parents may appear, in the capacity of an advisor, with the Player Member at the meeting.
8. After conducting its inquiry and holding a meeting at which the Player Member could appear and discuss the issues with the Board of Directors, the Board of Directors, by a two-thirds vote of those present at the next duly constituted meeting but not less than one-half of the total membership of the Board of Directors, may suspend or terminate the said player's right to further participate during the current season.
9. A Member or Player Member suspended by the Board of Directors is ineligible for the period of their suspension.
10. A Player Member dismissed from the league by the Board of Directors must appeal for reinstatement for the following season to the Board of Directors showing cause for said reinstatement.

## **ARTICLE IV – GOVERNANCE**

### **Section 1 - Board of Directors**

1. Duties of the Board of Directors – The Board of Directors may adopt such rules and regulations to discharge its responsibilities as it may deem proper to:
  - To establish organization policies.
  - To set organization goals and objectives.
  - To oversee the affairs of the DOLLS organization.
2. Composition of the Board of Directors – The Board of Directors shall consist of those positions listed in Attachment One of these By-Laws.
3. Eligibility to Become a Member of the Board of Directors
  - Any Member of the DOLLS organization shall be eligible to seek a position on the Board of Directors.
  - In order to be placed on the ballot an individual must be present at the September meeting of an even numbered year.
  - Written notice must be presented to the Secretary indicating which Board position she/he is seeking.

- The Secretary shall insure that the Member's name is placed on a written ballot for the election to be held at the October meeting in even numbered years.
4. Chairman of the Board of Directors
    - The President shall act as the Chairman of the Board of Directors and her/his term shall begin upon her/his election to the position of President and shall cease upon the election of a new President, as provided in Article IV, Section 2.
    - If Co-Presidents exist, one of the Co-Presidents shall act as Chairman of the Board of Directors for the two-year period of the Co-Presidency.
  5. Ability to Hold More Than One Position on the Board of Directors
    - A serving Director may hold, either by election or appointment, more than one position on the Board of Directors.
    - However, said person shall not exercise more than one vote even if she/he hold more than one position on the Board of Directors.
  6. Election of the Board of Directors
    - The Board of Directors, with the exception of the Chairman of the Board and Chartered Founder/Advisor, shall be elected by secret ballot of the Members.
    - Directors shall be elected for two-year terms.
    - All Members shall be eligible to vote.
    - Membership shall be determined by the records kept under the supervision of the Secretary.
    - In the event no nominee receives a majority of the vote on the first ballot, another vote shall be taken immediately to determine a winner between the two candidates who received the most votes on the original ballot.
  7. Date to Elect the Board of Directors
    - Regular elections shall be held at the October meeting beginning in 1995 and thereafter.
    - In election years, at the September meeting, the Board of Directors shall present a slate of candidates for each Board position.
    - Members may also present candidates, either for an entire slate or individual Board positions.
  8. Special Elections
    - Special elections may be held to fill a vacancy when a Director resigns before the end of her/his term of office.
    - The Secretary shall notify the Members that an election will be held and the time and place for said special election.
    - A majority vote of the Members present at such meeting shall be sufficient to elect an individual to fill the unexpired term.
  9. Election of Officers Timing – The election of Officers shall precede the election of the Board of Directors.
  10. Suspension of Voting Privileges for a Board Member

- A member of the Board of Directors shall have her/his voting privileges suspended for two meetings if she/he is absent from three consecutive Board of Directors meetings.
- If a member of the Board of Director is absent from five Board of Director meetings within a twelve-month period, her/his membership on said Board shall be terminated.

### **Section 2 - Officers**

1. Duties of the Officers
  - The management of the property and day-to-day affairs of the DOLLS organization shall be vested in the Officers of the organization.
  - The Officers shall execute the policies established by the Board of Directors and create plans to achieve the goal and objectives of the DOLLS organization.
2. Composition of the Officers – The Officers shall consist of the President, Treasurer, and Secretary.
3. The President is responsible for the administration of the DOLLS organization and is also the Chairman of the Board of Directors.
  - The President shall preside at all Board of Directors, General Membership and Special Meetings.
  - Two or more individuals may decide to run as Co-Presidents of the DOLLS organization.
  - If a Co-Presidency exists, one shall act as Chairman of the Board of Directors for the one-year of the Co-Presidency. In the absence of the Co-President/Chairman, another one of the Co-Presidents shall act as Chairman at a meeting.
4. The Treasurer shall maintain the DOLLS organization’s banking relationship, including writing checks, and reconciling bank statements.
5. The Secretary shall notify the Board of Directors and the general membership of all meeting dates.
  - Meetings of the Board of Directors, General Membership meetings, Special, and Annual Meetings.
  - The Secretary shall record the minutes of all Board of Directors, General Membership and Special Meetings.
  - The Secretary also shall maintain a current roster of all voting members of the DOLLS and preserve all non-financial records, reports and official documents of the DOLLS organization.
  - The Secretary shall assume the duties of the President in the absence of the President and Vice-President – Finance/Budget & Insurance.
6. Eligibility to Become an Officer
  - Any member of the DOLLS organization shall be eligible to seek a position as an Officer.

- In order to be placed on the ballot, a Member must present written notice to the Secretary at the September meeting in an even numbered year indicating which office she/he is seeking.
  - The Secretary shall insure that the Member's name is placed on a written ballot for the election, which will be held at the October meeting in even numbered years.
7. Ability to Hold More Than One Officer Position
- No serving Officer shall hold, either by election or appointment, more than one position as an Officer, nor unless that position is listed in Article IV, Section 1 as an automatic member of the Board of Directors, seek a position on the Board of Directors.
8. Election of Officers
- All Officers shall be elected by secret ballot of the Members.
  - Officers shall be elected for one-year terms.
  - Membership shall be determined by the records kept under the supervision of the Secretary.
9. Date of Election of Officers
- Regular elections for Officers shall be held at the October meeting beginning in 1995 and thereafter.
  - In election years, at the September meeting, the Board of Directors shall present a slate of candidates for each Officer position.
  - Members may also present candidates, either for an entire slate or individual Officer positions.
10. Special Elections
- Special elections may be held to fill vacancy when an Officer resigns before the end of her/his term of office.
  - The Secretary shall notify the members that an election will be held and the time and place for said special elections. A majority vote of the Members present at such meeting shall be sufficient to elect an individual to fill the unexpired term.
  - In the event no nominee receives a majority of the vote on the first ballot, another vote shall be taken immediately to determine a winner between the two candidates who received the most votes on the original ballot.

## **ARTICLE V – MEETINGS**

### **Section 1 - Board of Directors**

1. Regular Meetings – Monthly meetings of the Board of Directors shall be held, with the exception of the months of August and December.
2. Special Meetings – A Special Meeting of the Board of Directors may be called at the request of two directors. Each Director shall be notified by

- the Secretary at least three days before the time appointed for the Special Meeting as to the time, place and purpose of said meeting.
3. Quorum – A quorum shall be established when at least two-thirds of the Directors are present. Each Director shall have one vote. A two-thirds vote of the members present (excluding suspended or terminated members) at a duly constituted meeting shall be required for matters pertaining to Article III, Membership, and Article IV, Governance. A majority vote shall govern on all other matters.
  4. Membership Meetings
    - General Membership Meetings – Regular meetings of the membership shall occur at the call of the Director of the Level.
    - The Board of Directors may waive the need for a General Membership Meeting, except that at least three General Membership meetings must be held between January and December each calendar year.
    - Annual Meetings – An Annual Meeting of the DOLLS shall be held between October 1 and November 30 each year for the reading of reports, a presentation of a written financial report on the DOLLS organization, and for the transaction of such other business as may come before the meeting.
    - Special Meetings – Special Meetings of all members of the DOLLS to consider a specific subject may be called by the Board of Directors.
    - Quorum – One-third of the Members must be present to constitute a quorum and a majority vote of the Members present shall govern at General, Special, and Annual Meetings.
    - Notification for Annual and Special Meetings of the DOLLS shall be given by the Secretary to each Member at least three days in advance of the meeting.

**Section 2 - Rules of Order**

Robert’s Rules shall govern the proceedings of all Board of Directors, General Membership, Special and Annual Meetings.

**ARTICLE VI – FINANCIAL POLICY**

**Section 1 - Board Controls**

The Board of Directors shall decide all matters pertaining to the finances of the DOLLS.

**Section 2 - Common Treasury**

1. The income shall be placed in a common treasury, with the Board of Directors directing the expenditures of same in such a manner as will give

- no individual, team, or league an advantage over another as to equipment, supplies or other needs.
2. The Members shall discourage the contribution of funds or property directly to individuals or teams and solicit same for the common treasury of DOLLS. The DOLLS want to discourage favoritism among teams and to endeavor to equalize the benefits to the organization.
  3. Exception: Special teams, also known as all-star, traveling, and tournament teams, within DOLLS, are subject to Special teams rules of governance and, as such, required to manage the budget, fundraising, and disbursements of funds needed to run these teams. The administration of these funds are subject to the scrutiny and review by the DOLLS Board of Directors.

**Section 3 - Audit Committee**

1. The President shall appoint an Audit Committee at least thirty days prior to the Annual Meeting to review the books and financial records of the DOLLS.
2. The Audit committee shall be composed of at least two Members, none of whom shall be a Director.
3. The Audit Committee shall submit a written report of its findings to Members at the Annual Meeting. The report is to be submitted in duplicate and signed by all committee members.
4. One copy of the records is to be given to the Treasurer and the Secretary for record keeping purposes after it has been approved and finalized by the Members.

**ARTICLE VII – AMENDMENTS**

**Section 1 - Proposing Amendments**

1. These By-Laws, or section thereof, may be amended or repealed.
2. Any proposed amendments to, or call for the repeal, of said By-Laws, must be presented in writing by a Member to the Secretary with the endorsement of at least five Members.
3. The Secretary shall verify that all five individuals who have signed the proposed amendment are members of the DOLLS organization.

**Section 2 - Ratification**

1. Any proposed amendment that has been certified by the Secretary under Article VII, Section 1, shall be placed on the agenda of the next General Membership Meeting.
2. Written notice of such proposed changes, over the signature of the Secretary, shall be sent by mail to each Member at least fifteen days prior

to the meeting at which such proposed changes shall be submitted to a vote.

3. Provided a quorum of one-third of the Members is present, the Members shall cast a secret ballot.
4. An amendment shall be ratified, if two-thirds of the Members present and voting cast votes in favor of the amendment.

## **ARTICLE VIII – LEAGUE RULES**

### **Section 1 - Rules Governing Play**

The Amateur Softball Association (ASA) rules govern DOLLS fast pitch softball rules except as over-ridden by the DOLLS local rules of play outlined in the current approved version of the DOLLS Operating Manual.

### **Section 2 - Local League Rules**

1. Local League Rules are defined by the membership and recorded in the DOLLS Operating Manual.
2. The Operating Manual shall address rules on a division by division basis.
3. At no time shall Operating Manual decisions contradict these by-laws. By-Laws alterations must be approved prior to adoption of such changes can be implemented in the Operating Manual.

**ATTACHMENT ONE – Organizational Titles**

<b>TERM</b>	<b>NUMBER</b>	<b>TITLE</b>
Lifetime	1	Founder/Advisory Council Chairman
2 Years	1 or Multi	President (Co-Presidents)/Chairman of the Board
2 Years	1	President Emeritus prior available elected President
2 Years	1	Treasurer
2 Years	1	Secretary
2 Years	1	Vice-President – Finance/Budget & Insurance
2 Years	1	Vice-President – Fundraising
2 Years	1	Vice-President – Asset Management & Rules
2 Years	1	Vice-President – Special Teams
2 Years	1	Director – Player Movement & Awards
2 Years	1	Director – Communications
2 Years	1	Director – Special Teams
2 Years	1	Director – Training & Development
2 Years	1	Director – Field Appropriation
2 Years	1	Director – 8/10-Under and Registration
2 Years	1	Director – 12-Under and Field Allocation & Scheduling
2 Years	1	Director – 14-Under and Uniforms
2 Years	1	Director – Senior Division
2 Years	4	Assistant Director – Special Teams
2 Years	2	Assistant Director – 8/10-Under
2 Years	2	Advisory Council