

**CBFO Fast Pitch Softball
Organizational By-Laws
Revision 4, February 2010**

Article I – Name

- a. This organization will be known as Cedar Bluff-Farragut Optimist Club Girl's Fast Pitch Softball (CBFO Girls Softball).

Article II – Location

- a. The location of the CBFO Girls Softball organization is 11609 S. Northshore Drive, Knoxville, Tennessee 37922-4807.

Article III – Objective

- a. The objective of the CBFO Girls Softball organization shall be to instill in the girls of the community the ideas of good sportsmanship, loyalty, courage and reverence. This objective shall be achieved by providing supervised athletic games. The supervisors shall bear in mind that the attainment of exceptional athletic skill or winning of the game shall be secondary and molding of the character is of prime importance. The CBFO Girls Softball organization shall govern all girls' softball activities, which they supervise.
- b. This organization is organized exclusively for nonprofit educational purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code. Individual members will not derive profit from this organization.

Article IV - Leagues and Eligibility

- a. There are four leagues within the CBFO Girls Softball.
- b. They are based upon the age of the girl on January 1 of the year of the active season.
- c. Membership is limited to girls of age range four to 19
- d. The leagues are 5-7 year old league, 8-10 year old league, 11-12 year old league and 13-19 year old league.
- e. Girls are eligible to play up one league level with prior permission from the Commissioner of CBFO Girls Softball. If a girl "plays up" for a season, she is no longer eligible to play back in the league of her legal age.

Article V - League Commissioner

- a. The League Commissioner (Commissioner) is a position established and appointed by the parent organization of the CBFO.
- b. The Commissioner has the ultimate authority for all decisions made on behalf of CBFO Girls Softball. His authority, except as otherwise set forth in these By-Laws is only subject to review by the President and Board of CBFO.
- c. The Commissioner is charged with enforcing these By-Laws and the rules and regulations under which the leagues operate and the teams play. His duties include, but are not limited to, serving as the ultimate arbiter in any dispute or protest concerning the rules and regulations of CBFO Softball and serving as the chief administrative officer of the organization. He is authorized to take all actions necessary to discharge the duties of his office, including but not limited to: the contracting of personnel; serving as custodian of the general operating fund; representing CBFO Girls Softball at all official functions which he may attend; and, coordinating and promoting public relations activities for the organization.

Article VI - Executive Committee

- a. The Commissioner shall be assisted in the governing and direction of CBFO Girls Softball by the CBFO Girls Softball Executive Committee (EC).
- b. The EC members consists of the CBFO Girls Softball Commissioner, EC Chairman and selected members as deemed required by the EC to provide fair representation of the organization. Membership should be maintained at a number, which would allow for fair and equal representation during voting practices. Membership selection should focus on coaches and player parents with consideration given to those that can provide expertise in activities needed to benefit the business of the organization. The EC may choose to select Ex-officio members for counsel and advise on selected subject matter areas. An Ex-Officio member is afforded all rights as a member except that they cannot make or second motions or vote. The position of Secretary is an Ex-Officio position.
- c. The EC will operate in a basic parliamentary order with simple majority rule. The Chairman may vote only to break ties or deadlocks. The EC will consist of a minimum of six (6) members. Two-thirds of the members constitute a quorum. In order to achieve a quorum, where a sufficient number of members are not physically present at the meeting, then members may participate by electronic means.
- d. Members serve for a two (2) calendar year term beginning with the incumbent membership as of January 1, 2009. Consecutive two (2) year terms are permissible subject to approval by the EC.

- e. The Chairman is nominated and elected by the EC and serves a one (1) calendar year term.
- f. The Chairman may serve consecutive terms if nominated and re-elected by the EC.
- g. For cause, the EC may remove a member by majority vote.

Article VII - Coaches

- a. Each team within a league will have a Head Coach named at the time of the player's draft.
- b. An assistant coach may be named before or after the draft.
- c. Coaches will be selected based upon a volunteer basis.
- d. A seniority process will be used in selection of coaches. The head coach will be assigned a rank using the criteria set forth in Table 1.
- e. The coach designated as the Head Coach must have a daughter playing on the team that he/she will be coaching.
- f. Once selected, the Head Coach will be required to complete a background check submitted to the Knox County Park and Recreation Department for review and approval.
- g. A Head coach shall not be permitted to coach any other sports team during the current CBFO Softball Season. Violation of this rule is basis for misconduct including dismissal from the league. The CBFO Softball season runs from the first day of official practice through the final tournament game.
- h. The Head Coach should lead by example by promoting good sportsmanship at all times. The Head Coach should be familiar with and shall follow the ASA Rules and the By-Laws, rules and regulations of CBFO Girls Softball. The Head Coach is responsible for supervising the conduct of all assistant coaches, players, team fans, players' parents and family. The failure of the Head Coach to take reasonable action to carry out these supervisory duties is cause for discipline. Once a Head Coach has made reasonable attempts to supervise, but is unsuccessful, then he/she should report the matter to the Commissioner.

Table 1 - Coach Selection Process

Ranking	Basis
1	Head Coach in good standing with current league from previous year.
2	Head Coach in good standing moving from a different league.

3	Assistant Coach in good standing with current league from previous year.
4	Assistant Coach in good standing moving from a different league.
5	Previous Head Coach in good standing who has been out for one year and wishes to return as Head Coach.
6	All Others. Will be selected based on date of request.

Article VIII - Code of Conduct

- a. Good sportsmanship is the norm. CBFO Girls Softball teams and players are cheered for and not against. The conduct of all persons associated with CBFO Girls Softball shall be maintained on a high level and in the best interest of the CBFO Girls Softball at all times. All persons shall at all times, refrain from the use of physical or verbal abuse, profanity, derogatory behavior, and discrimination and shall not publicly display undue anger or animosity toward each other. No player, player parent or family or spectator is allowed to address any umpire regarding a call made during a game. All persons includes, but is not limited to: the Commissioner; EC members; field supervisors; umpires; coaches; players; scorekeepers; groundskeepers; player parents and family and spectators.
- b. Any charges of misconduct against any person, except the League Commissioner, shall be presented in writing to any EC member.
- c. The EC Chairman must then call a special disciplinary meeting of the EC to be conducted within seven (7) days. The accused and the accuser have the right to be heard and may call witnesses subject to limitations determined by the EC. The EC will determine if the accused will be cleared or disciplined.
- d. If any EC member should determine that a charge of misconduct is extremely serious, then the EC Chairman must call a special disciplinary meeting of the EC to be conducted within two (2) days.
- e. Any charges of misconduct against the Commissioner shall be presented in writing to the EC Chairman, who shall, within seven (7) days, notify the CBFO Board of Directors for further action. No charges of misconduct against the Commissioner may be brought more than thirty-(30) days after the alleged event.
- f. Any person accused of misconduct, which refuses to attend a special disciplinary meeting of the EC convened to hear the matter shall be subject to discipline without recourse.
- g. Any person who knowingly accuses another falsely is subject to discipline for misconduct.
- h. Disciplinary penalties may include: A) issuance of a warning; B) suspension

from CBFO Girls Softball activities; (C) banishment from CBFO Girls Softball facilities or D) dismissal from participation in CBFO Girls Softball.

- i. In exercise of his ultimate authority as provided in Article V, the Commissioner may discipline any person for misconduct without intervention of the EC. He may impose any disciplinary penalty provided for in paragraph h, including dismissal. Within two (2) days of imposing a disciplinary penalty (except the issuance of a warning), the Commissioner shall notify the EC in writing of the penalty and the facts and circumstances that lead to his decision. The person disciplined (except for the issuance of a warning) may request a review of the Commissioner's decision by submitting a written request within seven (7) days to any EC member. The EC Chairman must then conduct a special disciplinary meeting as set forth in paragraph c. In such a meeting the Commissioner shall be allowed to fully participate in the discussion, but he may not make or second a motion nor may he vote. If the EC does not affirm the decision of the Commissioner, then it may suggest to the Commissioner an alternative penalty. The Commissioner may then accept or reject the alternative penalty to be imposed.
- j. Any person who is compensated by CBFO Girls Softball (for example umpires, field supervisors and groundskeepers) is under the direct supervision of the Commissioner and serves at his discretion. The Commissioner may discipline those persons, including termination of their compensated position without the necessity of complying with the provisions of paragraph i.

Article IX - Appeal Process

- a. No appeal is available to a person receiving the issuance of a warning.
- b. An appeal is available to a person suspended, but only after the expiration of ½ of the suspension or seven (7) days, which ever is less.
- c. An appeal of a banishment or dismissal is available, but only after the expiration of one hundred eighty (180) days.
- d. All appeals must be submitted in writing to the Commissioner. All written appeals must set forth the basis for a reduction of suspension or reinstatement from banishment or dismissal. The person appealing must also affirmatively state that they will abide by the rules and regulations of CBFO Girls Softball.
- e. If in his sole discretion, the Commissioner determines that the appeal should be considered, then the appeal will be submitted to the EC for its consideration at its next regularly scheduled meeting or at such special meeting called for

the purpose of considering the appeal.

- f. A vote to affirm or modify the discipline imposed will require a majority vote of the EC members at which a quorum is present.

Article X - Rules of Play

- a. All league games will be played in accordance with the latest version of the Amateur Softball Association (ASA) Rules, subject to Local League Rules adopted by the EC.
- b. Local League Rules will be documented and provided to all coaches and umpires at the beginning of each season.
- c. Interpretation of the rules during a game is the sole responsibility of the umpire(s).
- d. A protest of a game shall only be allowed because of a rule interpretation. Judgment calls are not subject to protest. The requesting coach will have the protest so noted in the official scorebook, with time and date of request, documented by the scorekeeper. The scorekeeper will indicate the place in the game, (i.e., inning, score, number of outs, runners on base, etc.) that the protest was requested.
- e. Protests will be presented to the Commissioner after the affected game is completed, but within 24 hours. The Commissioner will schedule a conference at which both team coaches will be present. Both coaches can present their positions. The Commissioner will then confirm or rescind the ruling made during the game based upon review of the ASA Softball Rule Book and Local League Rules.
- f. In the event the Commissioner determines that the ruling made during the game is to be rescinded and the team making the protest did not win the game, the game will be replayed from the point of protest. The Commissioner will reschedule the game at a suitable time.

Article XI - Amendments

- a. The By-Laws may be amended by a majority vote of the EC present at any regular or special meeting. The amendments must have been presented at the preceding regular or special meeting of the EC.

Article XII - Ratification

- a. These By-Laws of the CBFO Girls Fast Pitch Softball organization, adopted this 15th day of February 2010 by the EC, supersedes all previous By-Laws

and minutes of meeting issued by the CBFO Fast Pitch Girls Softball organization or any previous affiliation either written or oral.

Article XIII - Player Protection

- a. A player protection policy will be adopted by the EC. The written policy will be distributed to all Head Coaches by the Commissioner prior to the draft of the respective league.

Article XIV - Miscellaneous

- a. In any instance where notice is required to be in writing, an e-mail transmission will suffice.

Revision 4 to this document was reviewed and approved by Executive Committee.

Michael West, Chairman
Don Hutcheson, Commissioner
Shelby Bowers, Member
Cory Gerlach, Member
Dave Kubeja, Member
Michelle Lyons, Member
Kimberly Pemberton, Member
Dave Shupp, Member
Tim Seaton, Member
Beth Chaney, Ex Officio Member
Jerry Martin, Ex Officio Member
Cathy Hutcheson (Secretary), Ex Officio Member