

PENN HILLS SENIOR SOFTBALL LEAGUE CHARTER

Mission Statement

To provide active recreation, promote sportsmanship, and build lasting friendships, the Penn Hills Senior Softball League hereby adopts the following Charter:

ARTICLE I – MEMBERSHIP and FEES

Membership is open to men 55 years and older by May 1. Membership player's fee are good for one season ending at the end of the calendar year. Membership fees, **currently \$50 members and \$25 Social members** are to be determined by a vote of the membership and must be paid to be eligible to vote on topics for the upcoming season. **(Nov 16, 23)**. Player's fees are due for the upcoming season by March 1. **There will be a late fee penalty of \$10 for any current member who's dues are received after March 1. (Mar 14, 24) No Player's fee shall be refunded if a player decides not to play unless a board member was notified before the draft. Once a player is Drafted you are no longer eligible for a refund. (Feb 13, 25)**

ARTICLE II – MEETINGS

Section 1. Regular meetings are to be held at the Penn Hills Senior Center the second Thursday in the months November thru April, at 10 am, unless otherwise determined by a vote of the membership.

Section 2. Special meetings may be called by the President whenever he deems it necessary, or when is requested by at least fifteen (15) members.

Section 3. All members shall be entitled to notice of special meetings and regular meetings where the date and/or time and/or location have been changed, at least one week in advance of such meeting. Notice of special meetings shall specify the purpose.

Section 4. A quorum must be present in order to open a meeting. A quorum shall consist of fifteen (15) members. After a meeting has been properly opened it may continue even though the number of members present becomes less than a quorum.

Section 5. Regular meetings shall be conducted with the following order of business:

Section 6. All members shall be entitled to one vote. There is neither absentee voting nor proxy voting. Unless otherwise provided for in this Charter, the passage of a properly proposed motion or proposal brought before the board and membership quorum may be voted on at the monthly meeting provided the proposal was placed on the meeting's agenda. A monthly agenda will be announced via email, text messaging, website and or Facebook posting to all eligible voting members 10 days prior to a league meeting by the Secretary of the league or a league administrative representative. The passage of proposals or resolutions would be by a simple majority of members present and voting.

ARTICLE III – OFFICERS

Section 1. The officers of the League shall consist of a President, Vice President, Secretary and Treasurer. Officers are elected for a term of one year. Each remains in office until their successors are duly elected. No member shall be a candidate for, nor hold, more than one office at any given time.

Section 2. To the extent permitted by law, an officer of the League shall not be personally liable for monetary damages for any action taken, or any failure to take any action.

Section 3. The President shall preside over meetings and see that resolutions passed by the membership are carried out. He may sign all checks issued by the League and otherwise perform the customary duties of a presiding officer. Should a vacancy occur in an office other than that of the President, the President shall fill such office with any member of his choosing for the remainder of the unexpired term.

Section 4. The Vice President shall serve as presiding office at meetings during the absence of the President. Should a vacancy occur in the office of President, the Vice President shall assume the duties of President for the remainder of the unexpired term. The Vice President may sign all checks issued by the League.

Section 5. The Secretary shall take minutes of all meetings of the League. The Secretary shall be responsible for the timely announcement of meetings. The Secretary shall email the voting results of the monthly agenda topics and any rules that have changed to the league members after the League's monthly meeting. The Secretary may sign all checks issued by the league. The Secretary shall hold all records of the office open to inspection and, at the end of the term of office, surrender the same to the successor.

Section 6. The Treasurer shall oversee all financial activities of the League, keeping an accurate accounting of receipts and disbursements. He shall prepare and may sign all checks authorized. He shall hold all records of his office open to inspection and, at the end of his term of office, surrender the same to his successor.

Section 7. Impeachment and removal from office may be had as to any officer convicted of a charge of incompetence, neglect of duty, or misconduct in office. Charges must be made in writing, signed by the member bringing the charge, submitted in sufficient time to allow preparation of a defense. The charge will then be heard at a special meeting by all members in attendance. If the accused fails to respond to charges, the charges shall be heard notwithstanding, and in any event, a two-thirds (2/3) majority of the membership in attendance shall decide the issue. The accused and accuser are not afforded a vote and shall not be present during the voting process.

ARTICLE IV – COMMITTEES

Section 1. Committees, in addition to those established by this Charter, may be created by the President or the membership to conduct and/or administer the affairs of the League. No Committee shall have the power or authority to amend or repeal any resolution passed by the membership or any directive by the President creating the Committee, nor act on matters not within their jurisdiction.

Section 2. Members to the Rules and Sportsmanship Committees shall be nominated by the President with the membership confirming or rejecting his nominees. The President shall appoint members to all other committees.

ARTICLE V – EXPENDITURES

Section 1. All requests on the treasurer and payment of bills exceeding \$200 shall be considered by the membership and need to be approved before being paid

Section 2. For the months where there are no scheduled meetings, a budget shall be submitted by the President and/or Committees for membership approval, itemizing and estimating foreseeable expenses for those months.

Section 3. As to unforeseeable or emergency expenses exceeding \$200 that may occur during a month where there is no meeting scheduled, the Executive Board consisting of the President, Vice President, Treasurer and Secretary, shall have the authority to approve such expenditures.

Section 4. Bills for approved expenditures shall be paid when due.

Section 5. Sponsors/donors shall be given first consideration in the purchase of goods and/or services by the League.

Section 6. Require at least two bids and if at all possible three bids for purchases or services in excess of \$200.

Section 7. DELETED (Feb 13, 25)

Section 8. The requirement of two signatures on all checks if possible or an email acknowledgement of approval if time and availability is an issue. All withdrawals from the league bank account be by check. Absolutely no cash withdrawals at anytime.

ARTICLE VI – ELECTIONS

Section 1. Annually, at the December meeting, members shall elect League officers.

Members not able to attend the December meeting **to vote for officers can receive their ballot from the League's Secretary via email. The completed ballot needs to be placed in an unmarked and sealed envelope. That sealed envelope with the ballot inclosed then needs to be put in another envelope with the members return address to be mailed back to the league to an address provided for in the email in which you received the ballot. The mailed in envelope will be verified by the election official at the December meeting as to it's legitimacy insuring no duplicate votes are cast. Once verified the inner envelope containing the ballot will then be separated from the senders return address labeled sealed envelope and placed in with the other verified ballots to be opened only by the election official while tallying the votes. Any ballots that does not follow these stipulations will be invalid and therefore not counted.**(Apr 13, 23)

Section 2. When two or more members run for the same office, voting shall be by secret ballot. Candidates receiving a majority of the votes cast shall be declared elected. In the event no candidate receives a majority, balloting shall continue until the deadlock is broken.

Section 3. Candidates for office shall notify the Board of their intent to run for office and be nominated at the November meeting, prior to balloting for the December election. Failure to do so shall be deemed as a declining nomination.

ARTICLE VII – GAME RULES

Section 1. Unless otherwise determined, softball games played by the Penn Hills Senior Softball League shall be governed by the specific games rules created by the Rules Committee and adopted by the vote of the membership. A written copy of specially enacted game rules shall be posted and made available to all members. All other rules not covered by the PHSSBL specific rules will be according to the SSUSA 2019-2020 rulebook.

Section 2. A Rules Committee shall be created to oversee Game Rules. During the playing season, the Rules Committee shall have the power to interpret rules; and when there is a need and request by a majority of the managers, the Committee may enact new rules as to matters not covered by another specially enacted game rule.

Section 3. No Amendments or Game Rules Changes shall include more than one Amendment Section or Game Rule at a time. All Game Rules and Amendments are to be addressed and voted on individually one at a time. No blanketed changes.(Nov 16, 23)

ARTICLE VIII – AMENDMENTS

Section 1. Amendments to this Charter may be proposed by any member. Each proposal must be drafted in the exact wording of the proposed change and signed by the proposing member. All members shall be entitled to receive notice of the fact that an amendment is to be considered at a particular meeting. This notice must be received at least ten (10) days in advance of the meeting. All agenda amendments and rule changes voted on and either approved or rejected will remain in effect for one year from adoption and may not be brought up for a vote again until that one year time has expired.

Section 2. A two-thirds (2/3) majority of the members attending shall be required for adoption of proposed amendments to this charter. Amendments will go into immediate effect unless otherwise provided, but in no case be retroactive.

Section 3. No Amendments or Game Rules Changes shall include more than one Amendment Section or Game Rule at a time. All Game Rules and Amendments are to be addressed and voted on individually one at a time. No blanketed changes.(Nov 16, 23)

ARTICLE IX – INVOLUNTARY SUSPENSION AND TERMINATION OF MEMBERSHIP

Section 1. A Sportsmanship Code shall be adopted to maintain proper decorum at games.

Section 2. A Sportsmanship Committee shall be established to investigate and decide all complaints of alleged Sportsmanship Code violations not resolved on the playing field.

Section 3. The Sportsmanship Committee shall have the authority to reprimand or suspend any member it finds in violation of the Sportsmanship Code, and recommend expulsion from the League. An expulsion recommendation must be presented at a regular or special meeting called for that purpose.

Section 4. A member may be involuntarily terminated for a Sportsmanship Code violation; or for conduct on or off the field that jeopardizes the League's relationship with the Penn Hills Senior Center or with the Penn Hills Department of Parks & Recreation; or for any conduct on or off the field that brings disrepute, contempt, or scandal upon Penn Hills Senior Softball. **Players quitting during the season without a valid reason is out for the remainder of the season and the following season. (Feb 13, 25)**

Section 5. Procedures for involuntary termination of membership shall be the same as those for impeachment of officers.

Drafted and submitted for adoption by: Vice President Gary Cannon, Mar 2023

Approved by the League Membership
Date: MARCH 9, 2023.

Dan Traficanti

Secretary, Penn Hills Senior Softball

Charter Revisions

Bold, Italics

(Apr 13, 23)

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ARTICLE V – EXPENDITURES

(Feb 13, 25)

Section 7. DELETED The creation of a \$200 petty cash fund account to be handled by the President for miscellaneous expenses with written receipts given to the treasurer not to exceed the \$200 limit.