

The American Legion Post 83 Baseball Organization

The American Legion Post 83 Baseball Organization consists of:

- 1) The Legion Baseball Program
- 2) The Legion Executive Board of Directors
- 3) American Legion Post 83 Baseball Booster Club

The Legion Baseball Program

Purpose

The purpose of the Legion Baseball Program is to provide the opportunity for area high school youth that meet the eligibility requirements as stated by Wisconsin American Legion Baseball Association to play in a competitive baseball program. The Legion Baseball Program will stress the development of fundamental team and individual skills, teamwork, sportsmanship, and a love of the game of baseball in order to field competitive teams.

The Legion Baseball Program will field teams at three levels: Varsity (U19), Junior Varsity (U17), and Freshmen (U16).

The Executive Board of Directors

Purpose

The purpose of the Executive Board of Directors is to oversee the activities of the Legion Baseball Program and Booster Club. As the Legion Baseball Organization transitions from year to year, the Executive Board of Directors will help ensure that this organization remains a stable, healthy, and viable program that provides a positive baseball experience for the high school youth of this community.

Structure

The Executive Board of Directors will consist of seven volunteer community members. The recommended profile of the board members should be as follows:

- 1) A member of the Sheboygan North High School Baseball coaching staff
- 2) A member of the Sheboygan South High School Baseball coaching staff
- 3) A representative from the Sheboygan Area School District Recreation Department
- 4) A representative for the American Legion Post 83
- 5) Three community members. (Or more to fill the seven positions.)

Each member's term will be two years in duration with there being no limit to the number of terms being served. If the above organizations are not represented, the positions will be filled by community members the open positions will be filled as per the Booster Club Executive Board Nominations Committee as described in the Bylaws of the Booster Club (3.2.A.5).

A member of the Executive Board of Directors may not have a child participating in the Legion Baseball Program.

A member of the Executive Board of Directors cannot serve as an officer in the Booster Club or as a Coach in the program.

It is not the expectation that any member of the Executive Board of Directors will be involved in the day to day coaching activities of the Post 83 Legion Baseball Program.

Responsibilities

The responsibilities of the Executive Board of Directors membership include:

- 1) Attending the monthly Legion Baseball Booster Club meeting.
- 2) Having at least one Board member in attendance at every Varsity, Junior Varsity, and Frosh home game.
- 3) Soliciting feedback from parents and coaches on the quality and improvement of the Legion Baseball Program.
- 4) Evaluating the yearly progress of the Legion Baseball Program.
- 5) Conducting a post season evaluation meeting with all coaches.
- 6) Hiring and firing of all coaches at all levels.
- 7) Participating in the development of the annual Legion Baseball Program budget.
- 8) Approving the annual Legion Baseball Program budget.
- 9) Meeting a minimum of once every three months (quarterly) and if any situation arises that requires the attention of the Executive Board.

Legion Baseball Coaches

Responsibilities

The Varsity Legion Head Baseball Coach along with the Junior Varsity and Freshmen Head Baseball Coaches are responsible for the baseball operations of the Legion Baseball Program. These responsibilities of the coaches include:

- 1) Attending the monthly Legion Booster Club meeting. If a coach cannot attend the meeting, an assistant coach will attend.
- 2) Being involved in all Legion Booster Club fund raising activities
- 3) Attending all league meetings, scheduling meetings, and completing all required forms and paperwork for American Legion league.

- 3) Scheduling the season games for their respective teams; including field locations.
- 4) Scheduling of all umpires.
- 5) Maintaining, inventorying, ordering, and distributing equipment and uniforms.
- 6) Participating in the development of the annual Legion Baseball Program budget. (Varsity Coach only)
- 7) Scheduling and organization of practices.
- 8) Scheduling and organization of try-outs and parent orientation sessions.
- 9) Scheduling and organization of uniform distribution, team and individual photo sessions, and parent pre-season meeting.
- 10) Providing season schedule and game reports to the local media.
- 11) Representing the Legion Baseball program in the community in a positive manner both on and off the field.
- 12) Teaching players the fundamentals of baseball in order to improve their baseball skills.
- 13) Providing a baseball program that treats players respectfully and helps them develop both as players, young men and student-athletes.
- 14) Developing a baseball program in which a consistent system for skill development and baseball philosophy is taught at each successive level and enhanced as players advance from year to year in the program. (i.e. defensive approach taught at the U16 level will be further developed at the JV level and mastered at the Varsity level)
- 15) Conducting a pre-season coaching staff meeting to discuss the baseball program, coaching, and teaching philosophies.
- 16) Acting as a liaison to the Executive Board of Directors. (Varsity coach only)

The Legion Baseball Booster Club

Article 1 Name and Purpose

- 1.1 Name.** The name of the club shall be the American Legion Post 83 Baseball Booster Club (herewith known as Booster Club).

- 1.2 Purpose.** The purpose of the Booster Club is to raise the funds needed to support the Legion Baseball Organization. The club shall serve as a fundraising agent to help with the costs of maintaining the Freshmen (U16), Junior Varsity (U17) and Varsity (U19) Legion Baseball teams.

Article 2 Membership and Responsibilities

- 2.1 Membership.** Members of the Booster Club will include club officers, parents of players, and any community members displaying an interest in promoting Legion Baseball.
- 2.2 Responsibilities.** Members of the Booster Club responsibilities include:
- 1) Attending monthly Booster Club meetings.
 - 2) Helping organize and develop fundraising activities.
 - 3) Volunteering to work at fundraising activities.
 - 4) Volunteering to work at any baseball administrative activity. (i.e. try-outs, et al)

Article 3 Officers and Responsibilities

- 3.1 Officers.** The principal officers shall be President, Vice President, Secretary, and Treasurer, and a Parent Representative for the Freshmen (U16), Junior Varsity (U17), and Varsity (U19) teams respectively.

- 3.2 Officers' Duties.** The duty of each respective officer is generally described as follows:

A. President:

- 1) Preside over the Booster Club meetings.
- 2) Create agenda for the Booster Club meetings.
- 3) Participate in the development of the annual Legion Baseball program budget.
- 4) Act as a liaison to the Executive Board of Directors
- 5) Form and chair the Executive Board Nomination Committee. Nomination Committee shall consist of the President and any 2 Booster Club members.

B. Vice-President:

- 1) Assist President in the execution of his/her duties.

- 2) Preside over monthly meeting in absence of President.
- 3) Participate in the development of the annual Legion Baseball program budget.

C. Secretary:

- 1) Record and present the minutes at all Booster Club meetings.
- 2) Mail and/or distribute all club correspondence.
- 3) Maintain a current list of all Booster Club Members.

D. Treasurer:

- 1) Present a current report on the financial status of the Booster Club at all meetings.
- 2) Maintain the Booster Club finances.(i.e. checkbook, bank statements, et al)
- 3) Participate in the development of the annual Legion Baseball program budget

E. Parent Representative:

- 1) Attend all Booster Club meetings.
- 2) Act as liaison between the coach and parents.

3.3 Selection and Service of Officers. Officers shall be chosen and serve as follows:

A. Eligibility. Any club member, excluding any member of a Legion Baseball coaching staff, may serve as a club officer.

B. Nominations and Elections. Elections will take place at the October meeting each year. Nominations will be received at the October meeting and the election shall be by voice. A written vote will take place if the voice vote is inconclusive or any members object to a voice vote. All members present at elections are eligible to cast a vote.

C. Term. Officers shall be elected to a one-year term, with no limit on the number of terms an officer can serve.

D. Resignation or Renewal. A club officer may resign at any time by filing a written resignation with another club officer. An officer may be removed from office by a simple majority vote of the club officers. A successor shall be elected at the next club meeting following Article 3.3(B)

Article 4 Meetings

- 4.1 Meetings.** Regular meetings of the membership will be held monthly on the second Wednesday of every month, except there shall be no meetings in June, July, or August. Special Meetings may be called at the discretion of the President or any other two (2) club officers.
- 4.2 Quorum.** Five of the club officers of the Booster Club shall constitute a quorum for voting at any meeting. A quorum can only be convened with the presence of a minimum of one member of the Executive Board.
- 4.3 Place of Meeting.** Unless otherwise designated in the written notice of meeting, the meetings shall take place at the Sheboygan Recreation Department offices.
- 4.4 Notice.** Notice of any meeting shall be mailed or e-mailed to members at least four days in advance of the meeting.

Article 5 Voting

- 5.1 Voting.** Each Booster Club officer will be allowed one vote on any issue before the Booster Club.
- 5.2 Absentee Voting.** Absentee voting is allowed by written ballot given to any club officer prior to the scheduled meeting; provided the motion or issue acted upon is not amended after the written ballot has been given to the club officer.
- 5.3 Proxy Voting.** Proxy voting is not allowed.

Article 6 Fiscal Matters

- 6.1 Fiscal Year.** The fiscal year of the Booster Club shall be January 1st through December 31st.
- 6.2 Coach's Salaries.** The coach's salaries shall be set by the Executive Board of Directors. The Booster Club Officers shall be involved in the development of the Legion Baseball Program budget.
- 6.3 Member Services.** Booster Club officers and members serving in volunteer capacities, shall not be compensated
- 6.4 Membership Expenses.** Membership expenses should be submitted to the Booster Club Officers for pre-approval and subsequent reimbursement.
- 6.5 Legion Baseball Program Annual Budget.** The approved Legion Baseball Program budget will be distributed at the December Booster Club meeting.

**Article 7
Dissolution**

- 7.1 Dissolution.** If 5 of the 7 club officers vote to disband the Booster Club, the matter shall be taken to the Executive Board of Directors for discussion and action. In order for the Booster Club to disband, all bills, pledges, and financial obligations must be paid in full.
- 7.2 Disbursement of Assets.** Any money or other assets of the Booster Club remaining at the time of dissolution shall be given to Sheboygan American Legion Post 83.

**Article 8
Amendments**

- 8.1 Amendment.** Subject the requirements herein, these Bylaws may be altered, amended, repealed, or replaced by the Club Officers.
- 8.2 Notice to Change Bylaws.** Any proposed changes or amendments to the Bylaws shall be mailed or e-mailed to the membership and Executive Board Members at least seven days prior to the club meeting in which the changes are to be voted upon.

**Article 9
Miscellaneous Provisions**

- 9.1 Written Policies.** The Club Officers shall, as deemed necessary, adopt policies and procedures for application in specific situations, which shall be set forth in writing. Any changes in adopted policies and procedures must be disclosed to the membership in writing or e-mail at least seven days prior to the voting on proposed changes to the written policies.