

PTBA BYLAWS

AMENDED MAY 2025

Section 1: The name of this organization shall be known as Peters Township Baseball Association, hereinafter referred to as "PTBA" or "Organization."

Article II - Purpose

Section 1: The purpose of PTBA is to provide a volunteer administered, recreational program for the youth of Peters Township, in order to promote the sport of baseball, to provide an enjoyable recreational learning experience for all participants, to assist youth in maximizing their potential as both players and citizens, and to instill the ideals of sportsmanship, respectfulness, teamwork, loyalty, competition, and commitment. In attempting to obtain these objectives, PTBA officials, managers, coaches, and parents shall, at all times, remember that all endeavors shall be pursued with the welfare of these participants foremost in mind.

Article III - Affiliation

Section 1: PTBA and its associated leagues may function in affiliation with national baseball organizations such as: (Little League Baseball, Pony Baseball, Colt Baseball, American Legion Baseball, Palomino Baseball, etc.) A determination, as to affiliation, shall be made by a majority vote of the Executive Board.

Section 2: PTBA will function under the general guidance of the Peters Township Recreation Department.

Article IV - Organization

Section 1: PTBA shall provide leagues consisting of Recreation Season, Summer Ball, Tournament teams, and Fall Ball, providing there is adequate player registrations to field teams at a given age group for a specific season. Such leagues, names, and playing ages shall be determined by a majority vote of the Executive Board.

Article V - Governance

Section 1: An Executive Board shall govern PTBA.

Article VI - Administration

Section 1: The Executive Board shall establish standing and ad hoc committees, appoint committee directors and team managers, and make other special appointments as necessary to fulfill its responsibilities and to assist officers in the discharge of their duties.

Article VII - Membership

Section 1: Membership shall consist of two types: Interested Party, and Paid Membership, both having equal voting rights, as later defined in the PTBA Bylaws.

Section 2: Interested Party Membership shall consist of: members of the Executive Board, Executive Board Appointees, Committee Members, League Directors, Managers, Coaches, Sponsors, and Parents of any player who has paid his/her league registration fee. Additionally all Managers and Coaches affiliated with the Peters Township School District "Baseball" program shall be included in this membership.

Section 3: Paid Membership shall consist of any person who wishes to be affiliated with PTBA, but does not meet the criteria set forth in Article VII Section 2 of the PTBA Constitution. The fee for this membership shall be determined on an annual basis by a majority vote of the Executive Board.

Article VIII - Executive Board

Section 1: The Executive Board shall be comprised of 9 members, the President, Vice-President, Secretary, Treasurer, and At-large Pinto, Shetland, Mustang, Bronco, and Pony/Colt.

Section 2: The Executive Board shall be the governing body of PTBA, and shall vote and approve all business, programs, policy, procedure and practice of PTBA. A majority vote of no less than a quorum consisting of five (5) members shall be required to approve all Board decisions.

Section 3: The responsibilities of the Executive Board shall be as follows:

- a. Report as required to the Peters Township Recreation Board.
- b. Approve the annual budget and all expenditures.
- c. Approve programs, policy, procedure and practice of the PTBA.
- d. Approve the field improvement and maintenance program.
- e. Approve the registration fees, dates and eligibility requirements, and implement the annual registration program.
- f. Review requests by parents for their child to play in a league that is of a different age than the designated league for the child's age group. Such requests are granted on a case-by-case basis. The board may use a

tryout, interviews with past managers or coaches, or any other means the board decides would assist in the decision to allow a player to play in a league outside of the child's playing age. If permission is granted for a child to play in an age group with younger players, the player will not be eligible for tournament team selection.

- g.** Approve affiliations with National Baseball Associations and inter-association play.
- h.** Secure team sponsors and provide sponsor recognition.
- i.** Secure appropriate insurance coverage.
- j.** Appoint Team Managers.
- k.** Approve rules of play for leagues.
- l.** Approve player selection procedures for leagues.
- m.** Provide a pre-season clinic for managers and coaches.
- n.** Contract with umpire associations and/or recruit and train youth umpires.
- o.** Approve and purchase uniforms for all leagues.
- p.** Approve and purchase equipment for all leagues and oversee its distribution, collection, replenishment and storage.
- q.** Approve tournament team selection procedures for leagues, approve teams, approve funding and select managers. All PTBA travel players shall make every effort to attend all in-house Spring regular season league games. Except as otherwise provided herein, a player shall play in fifty percent (50%) of such in-house Spring regular season league games, including playoffs to qualify for a PTBA travel tournament team play of the same calendar year. This fifty percent (50%) rule may be lowered, at the discretion of the Board of Directors, upon written request by a player or the player's representative to the Board of Directors. The Board of Directors may consider lowering such fifty percent (50%) requirement for multiple reasons including without limitation for games missed due to serious illness, injury, games being rained out, scholastic competition...etc. Each waiver request will be analyzed by the Board of Directors on a case-by-case basis. If a player fails to participate to play in fifty percent (50%) of his or her spring regular season games, that player shall be disqualified for playing and removed from their PTBA travel team. This player, however, will still be eligible to participate in PTBA travel tryouts for the following season of the next calendar year.

For those leagues where there are two or more tournament teams delineated by A, B, C designations, the Executive Board will oversee any and all "call-up" activity. It will not be permitted to share players unless, the approval to do so is first agreed to by each respective tournament team manager and secondly, that this agreement is approved by the Executive Board. Certain circumstances may warrant the Executive Board to make exceptions to this rule, i.e., excessive injuries to one tournament team which would result in game forfeiture.

Under no circumstance will a [PTBA Sanctioned] tournament player designated as "A" [or "B"] be permitted to play on a tournament team of a lower designation, as not to shed a negative light on PTBA sportsmanship. Under no circumstances will a PTBA Sanctioned Tournament Player be permitted to be double-rostered on ANY other tournament team during the PTBA recognized tournament season. (Typically from the last Saturday in June through the First Saturday in August.)

Any PTBA Sanctioned Tournament player found to be in violation of this section is subject to immediate removal from the PTBA Sanctioned Tournament Team and will also be ineligible for selection to a PTBA Sanctioned Tournament Team the following year.

The tournament team players and team manager selected for each league in a given year will be considered a team until the selection of a new team and manager occurs the following season.

- r.** Approve PTBA post-season tournaments.
- s.** Approve awards for winners of in-house play.
- t.** Adjudicate complaints against managers, coaches, league directors, chairs and appointees and issue (sanctions, reprimands, suspensions, or dismissals), if warranted.
- u.** Approve and execute fund raising projects.
- v.** Determine the operational guidelines of the concession stand and secure management personnel.
- w.** Approve post-season in-house play and secure required volunteers.
- x.** Approve final draft of official PTBA publications.
- y.** Approve official PTBA picture programs.
- z.** Coordinate PTBA participation in Peters Township Community Day.
- aa.** Conduct regular meetings of the executive board and publish minutes.

- cc.** Set and publish a schedule of regular membership meetings, conduct the meetings and publish minutes.
- dd.** Call special meetings of the membership as required. Establish standing and ad hoc committees as needed.
- ee.** Make special appointments as needed to assist the Executive Board in the fulfillment of its responsibilities or the officers in the discharge of their duties.
- ff.** Assume additional duties that may arise to fulfill the purpose of the PTBA.

Article IX – Election of Officers

Section 1: The elected officers shall be the President, Vice President, Secretary, Treasurer and Five (5) Officers-at-Large representing each of the five leagues that comprise the PTBA – (5-6 year Olds, 7-8 year Olds, 9-10 year Olds, 11-12 year Olds and 13-17 year Olds. Each Officer-at-Large must have a playing participant in the PTBA league for which he/she is representing.

Section 2: The officers shall be elected from the membership at the general membership meeting in October.

Section 3: Nominations for officers shall be opened at the regular membership meeting in September and closed one week prior to the scheduled date of the October meeting. Members may self-nominate. Members may be nominated for more than one office. Members cannot hold more than one elected position at the same time.

Section 4: The President shall set the slate of candidates upon confirmation of the acceptance of the nomination by nominees. In the event that nominations are not accepted or not represented by a candidate for an open board position, the position will then be open to any candidate. Nominations for this position will be accepted after the general election at the October meeting, and will be accepted up to one week prior to the scheduled date of the November meeting. The voting members will vote for this position at the November meeting. In the event that a board position is unfilled, the newly formed board will have the option t A. Appoint an appropriate person to fill the position, or B. Leave the position unfilled. The board may appoint a person to fill this position at any time up to the next scheduled general election.

Section 5: Voting for each office shall be held separately in order of President, Vice President, Secretary, Treasurer, and five members at large.

Section 6: Prior to the vote for each office, the candidates shall be allowed five minutes to address the membership.

Section 7: Only members who have attended and signed the membership sheet 3 out of the previous 6 scheduled meetings will be eligible to vote. Attendance at the current fiscal year's October meeting will count towards voting eligibility.

Section 8: The election results shall be tallied by the Secretary and another officer of the PTBA by secret ballot. If the secretary position is a contested position, two other sitting board members will tally the vote.

Section 9: The candidate receiving the most votes shall be elected. Ties will be decided by a re-vote for the candidates with the greatest number of equal of votes. If after a second vote, a tie still exists, a vote of the board will break the tie.

Section 10: Officers assume their duties immediately upon adjournment of the October meeting and continue in office until the next election in October.

Section 11: Officers may serve any number of consecutive terms.

Section 12: If the president should be unable to complete his term in office, this position will be filled by an existing elected board member, voted on by a majority vote of the remaining board members. Should a board member other than the president be unable to complete his term in office, the remaining board members will fill this position by a majority vote of the remaining board members. This person will assume the responsibilities of the position for the remainder of the term of office.

Article X – Duties of Officers

Section 1: The President shall:

- a.** Provide overall management of the PTBA.
- b.** Serve as the official spokesperson for the PTBA.
- c.** Serve as liaison to the Peters Township Parks & Recreation Department and the Township Council.
- d.** Serve as liaison with the school officials, athletic administration and school board.
- e.** Call meetings of the Executive Board, set the agenda and chair meetings.
- f.** Direct and supervise chairs of standing committees.

- g.** Set the agenda for and chair membership meetings.
- h.** Confirm nominees for office and establish the final slate of candidates.
- i.** Approve emergency expenditures.
- j.** Undertake additional duties as mutually agreed upon with the Executive Board.
- k.** Preserve for future reference such records that are generated in discharge of the duties of his office.

Section 2: The Vice President shall:

- a.** Provide overall management of the leagues and programs of the PTBA.
- b.** Coordinate the identification of candidates for league directors for presentation to the Executive Board.
- c.** Direct and supervise league directors.
- d.** Receive and approve late registrations.
- e.** Receive and process through the Executive Board registrations of non-resident youth.
- f.** Determine the number of teams in each league and set the regular season schedule.
- g.** Coordinate the identification of candidates for team managers for consideration by the Executive Board.
- h.** Coordinate the approval of rules of play for each league by the Executive Board.
- i.** Receive and process with the Executive Board parental requests for players to play up or down in league play.
- j.** Oversee league drafts, team tryouts and selection.
- k.** Oversee the selection of all-stars for post-season play.
- l.** Identify and recommend all-star team "manager candidates" to the Executive Board.
- m.** Design player evaluation format and oversee the post-season evaluation program.
- n.** Receive and investigate complaints regarding managers, coaches and league directors and present complaints to the Executive Board for action, if needed.
- o.** Undertake additional duties as mutually agreed upon with the Executive Board.
- p.** Preserve for future reference such records that are generated in discharge of the duties of the office.

Section 3: The Secretary shall:

- a.** Take, prepare and present minutes of Executive Board, membership and special meetings.
- b.** Take attendance at all meetings and certify eligibility for voting in the election of officers.
- c.** Maintain an accurate list of all members with contact information.
- d.** Receive and execute correspondence as required.
- e.** Oversee the production of any PTBA publications.
- f.** Produce materials to support registration, fund raising programs, tournaments, player evaluation, etc.
- g.** Secure all professionally printed materials as are needed.
- h.** Coordinate press relations and use of print media as needed.
- i.** Maintain an accurate copy of the constitution and bylaws and records of all requests and actions regarding amendment.
- j.** Execute such notices as are required for regular and special meetings of the membership.
- k.** Undertake additional duties as mutually agreed upon with the Executive Board.
- l.** Preserve for future references such records that are generated in discharge of the duties of the office.

Section 4: The Treasurer shall:

- a.** Prepare the annual budget for approval by the Executive Board.
- b.** Receive and deposit all PTBA funds.
- c.** Execute all approved expenditures.

- d. Maintain up to date accurate financial records.
- e. Prepare and present financial reports at membership meetings.
- f. Prepare PTBA financial records for annual year-end audit.
- g. Oversee fund raising projects.
- h. Issue payments as approved by the Executive Board.
- i. Undertake additional duties as mutually agreed upon with the Executive Board.
- j. Preserve for future reference such records that are generated by discharge of the duties of the office.

4.1 Only the President, Vice President, and Treasurer shall have the authority to sign checks. Two signatures must appear on each check. Under certain circumstances, and with the approval of a majority vote of Executive Board, certain committee directors may be given "single signature privileges". In the event that such privilege is authorized, a complete accounting must be provided to the Treasurer each month, and in a timely fashion, as to be included in monthly Treasurers report.

4.2 No member of PTBA shall enter into any contract, make purchases, authorize the performance of any work on behalf of PTBA, or in any way, encumber PTBA, without the approval of the President and/or the Executive Board or the appropriately empowered committee director. PTBA shall be held harmless for any such unauthorized activity. Reimbursements for unauthorized purchases will only be made upon the majority vote of the Executive Board.

4.3 The Executive Board must approve all purchases in excess of \$1,000. This can be accomplished by a simple majority with no less than 5 members voting. The President may approve all purchases less than \$1,000, in order to expedite business for the benefit of PTBA. Certain standing and special committee directors, as approved by the Executive Board, shall have the authority to make purchases on behalf of PTBA.

4.4 Member leagues affiliated with PTBA may not endeavor to collect monies via fund-raisers, individual or corporate sponsorship, gate receipts, raffles, or any other type of fee, without the approval of the Executive Board. If the board approves such activities, a complete accounting of receipts and disbursements must be made to the Treasurer of PTBA. All excess monies must be returned to the Treasurer for deposit into the PTBA general account. Separate league accounts are prohibited under any circumstance.

4.5 P.T.B.A. Conflicts of Interest Policy

A conflict of interest will be deemed to exist whenever an individual is in the position to approve or influence the policies or actions of P.T.B.A. which involve or could ultimately harm or benefit financially: (a) the individual; (b) any member of his immediate family (spouse, parents, children, brothers or sisters, and spouses of these individuals); or (c) any organization in which he or an immediate family member is a Director, trustee, officer, member, partner or more than 10% shareholder. Service on the board of another not-for-profit corporation does not constitute a conflict of interest.

A Board of Director member or officer shall disclose a conflict of interest: (a) prior to voting on or otherwise discharging his or her duties with respect to any matter involving the conflict which comes before the Board or any committee; (b) prior to entering into any contract or transaction involving the conflict; (c) as soon as possible after the Director or officer learns of the conflict; and (d) on the annual conflict of interest disclosure form. The President shall distribute annually to all Board of Directors, a form soliciting the disclosure of all conflicts of interest, including specific information concerning the terms of any contract or transaction with P.T.B.A.

A Board member or officer who has or learns about a potential conflict of interest should disclose promptly to the President the material facts surrounding any actual or potential conflict of interest, including specific information concerning the terms of any contract or transaction with the corporation. All effort should be made to disclose any such contract or transaction and have it approved by the Board before the arrangement is entered into.

Following receipt of information concerning a contract or transaction involving a potential conflict of interest, The Board of Directors shall consider the material facts concerning the proposed contract or transaction including the process by which the decision was made to recommend entering into the arrangement on the terms proposed. The Board of Directors shall approve only those contracts or transactions in which the terms are fair and reasonable to the association and the arrangements are consistent with the best interests of P.T.B.A. Fairness includes, but is not limited to, the concepts that the corporation should pay no more than fair market value for any goods or services which the corporation receives and that the corporation should receive fair market value consideration for any goods or services that it furnishes others. The Board of Directors shall set forth the basis for its decision with respect to approval of contracts or transactions involving conflicts of interest in the minutes of the meeting at which the decision is made, including the basis for determining that the consideration to be paid is fair to the

corporation.

No contract or other transaction between P.T.B.A. and one or more of its Board members or officers, or between the association and any other corporation, firm, association or other entity in which one or more of its corporation or officers are Directors or officers, or have a substantial financial interest, shall be either void or voidable for this reason alone or by reason alone that such Director or Directors or officer or officers are present at the meeting of the Board of Directors, or of a committee thereof, which authorizes such contract or transaction, or that his or their votes are counted for such purpose, if the material facts as to such Director's or officer's interest in such contract or transaction and as to any such common directorship, officership or financial interest are disclosed in good faith or known to the Directors or committee, and the Director or committee authorizes such contract or transaction by a vote sufficient for such purpose without counting the vote or votes of such interested Director or officers. Common or interested Directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or committee which authorizes such contract or transaction. At the time of the discussion and decision concerning the authorization of such contract or transaction, the interested Director or officer should not be present at the meeting.

Any Board member or officer with a potential conflict of interest in a particular matter shall promptly and fully disclose the potential conflict to the President. The Board member or officer shall thereafter refrain from participating in deliberations and discussion, as well as any decisions, relating to the matter and follow the direction of the President as to how the P.T.B.A. decisions which are the subject of the conflict will be determined. The President shall be responsible for determining the proper way for P.T.B.A. to handle decisions which involve unresolved conflicts of interest. In making such determinations, the President may consult with legal counsel.

The President shall report to the Board monthly concerning conflicts of interest which have been disclosed and contracts and transactions involving conflicts which the Board of Directors has approved.

Section 5: The Officers at Large shall:

- a. The Officers at Large shall perform such duties as mutually agreed upon with the executive board.
- b. As per Peters Township Parks and Rec Board directive dated 5/21/10 the PTBA board must designate an At-Large Director as Document Coordinator. The At-Large Director selected to hold this position will be responsible for recording and dissemination of all required documentation required by the Peters Township Parks and Rec Department. This At-Large position will not hold any other duties associated with PTBA.

Article XI – League Directors

Section 1: League Directors will be elected positions with nominations and general membership voting occurring after the election of the Executive Board in October. Directors receiving the most votes will be elected.

Section 2: League Directors shall serve until the election of new officers in October.

Section 3: League Directors positions shall consist of such leagues as determined by a majority vote of the Executive Board described in Article IV, Section 1.

Section 4: The League Directors shall:

- a. Provide overall management of the league.
- b. Assist with the identification of candidates for team manager.
- c. Direct and supervise team managers.
- d. Maintain team rosters.
- e. Receive and distribute uniforms to team managers.
- f. Assist with the distribution of equipment to team managers, receive and fill needs during the season.
- g. Oversee the maintenance of field supplies and equipment for assigned fields.
- h. Schedule practices for teams, as required.
- i. Schedule make-up games.
- j. Supervise In-House team selection.
- k. Supervise Tournament Team selection.
- l. Coordinate the execution of field maintenance projects with managers and volunteers.

- m.** Determine league playoff procedures.
- n.** Coordinate fund raising efforts with managers.
- o.** Coordinate team pictures with managers.
- p.** Coordinate concession stand coverage with managers.
- q.** Coordinate registration for post-season in-house play with managers.
- r.** Determine the desire of the league to sponsor an all-star tournament. If so desired, secure tournament director and assist with identification of volunteers.
- s.** Receive and investigate complaints against players, managers or coaches. Address the complaint and when appropriate, refer the complaint to the Vice President.
- t.** Submit recommendations for revisions or additions to the rules for play for the league to the Vice President, decide on game protests and rule interpretation.
- u.** Distribute and collect year-end player evaluations.
- v.** Coordinate the collection of equipment from team managers at the end of the season.
- w.** Attend regular membership meetings and give reports.
- x.** Perform other duties as assigned by the Executive Board.

In addition to the above, the age 15 and older league director will also:

- A.** Serve as a liaison between and coordinate with the High School baseball program.
- B.** Coordinate team tryouts.
- C.** Present to the board a general budget for equipment, uniforms, league fees, and umpires.
- D.** Coordinate all extracurricular events held at the main Colt facility (i.e. High School events, Colt Tournaments, Playoffs, etc.) and recommend to the board those events that would best serve the interests of PTBA as a whole.

Article XII – Team Managers

Section 1: The Executive Board prior to the start of the season shall appoint team managers.

Section 2: Managers shall remain members until the Executive Board makes new appointments for the season after elections in October.

Section 3: The "Responsibilities and Guidelines for Team Managers and Coaches", shall be published annually, and distributed to all Managers and Coaches at every level of league play. This document shall serve as the principal guideline for League play and Post-Season play for the entire PTBA. Contained within the document will be: 1.) Managers and Coaches Responsibilities 2.) Rules for League Play not governed by a national organization (i.e. Little League Baseball, Pony Baseball 3.) Rules of Conduct for Managers, Coaches, Players, and Parents, 4.) Player Selection Guidelines for "In-House" League Play 5.) Post Season-Tournament Team Selection Guidelines, 6.) Practice & Conditioning Guidelines for Managers and Coaches. It is mandatory that all selected Team Managers sign this document to acknowledge their acceptance and adherence to PTBA expectations. The "Responsibilities and Guidelines for Team Managers and Coaches" document may be amended upon the approval of a majority vote of the Executive Board.

Article XIII –Regular Membership Meetings

Section 1: The Executive Committee shall establish, advertise, publish, and hold six (6) regular general membership meetings per fiscal year. Meetings shall be held the months of February, March, April, May, September, and October, and are subject to change per PTBA Board's discretion.

Section 2: The Executive Board shall utilize the general membership meetings to discuss pertinent issues relating to the discharge of its duties in order to secure the advice and counsel of the membership. The chair may call for a non-binding vote of all members present on any matter.

Section 3: The President shall set the agenda and chair the meeting using basic rules of order.

Section 4: Attendance at the meetings is open, but speaking privileges are restricted to members and others on the agenda.

Section 5: Requests for agenda items should be directed to the President prior to the meeting.

Article XIV – Special Meetings

Section 1: The Executive Board may call special meetings of the membership.

Section 2: Fifteen "General" members may request a special meeting of the Executive Board by written request to the

President stating the purpose of the meeting.

Section 3: Special Meetings shall be scheduled no later than five calendar days after the anticipated receipt of notice by membership.

Article XV–Standing Committees

Section 1: The Executive Board may create standing committees to assist with the discharge of its responsibilities.

Section 2: The Executive Board shall define the purpose and scope of responsibility of the committee and appoint its chair.

Section 3: The President shall direct and supervise the chair of standing committees.

Section 4: The chair, who will direct and supervise its members, shall determine the number of members of each standing committee.

Section 5: Standing committees shall remain in existence until terminated by the Executive Board.

Article XVI–Ad Hoc Committees

Section 1: The Executive Board may create ad hoc committees to assist with the discharge of its responsibilities.

Section 2: The Executive Board shall define the purpose, scope, and time frame for the committee and shall appoint its chair.

Section 3: The President or other officer designated by the Executive Board will direct and supervise the chairs of ad hoc committees.

Section 4: The chair, who will direct and supervise them, will determine the number of members of ad hoc committees.

Section 5: The Executive Committee upon completion of their task shall terminate ad hoc committees.

Article XVII– Appointees

Section 1: The Executive Committee may make special appointments to assist with the fulfillment of its responsibilities, or assist officers in the discharge of their duties.

Section 2: The Executive Board will define the responsibilities, duties, and authority of appointees.

Section 3: Appointees will be directed and supervised by an officer assigned by the Executive Board.

Section 5: Appointees shall serve for a time and purpose mutually agreed upon with the Executive Board.

Article XVIII – Non-PTBA Sanctioned Teams

Section 1: A “non-PTBA Sanctioned Team” is defined as any team not authorized by PTBA and presenting themselves as a Peters’ single community team during the designated Travel season as defined by the “PETERS TOWNSHIP BASEBALL ASSOCIATION TOURNAMENT TEAM PLAYER RESPONSIBILITIES AND ADMINISTRATIVE GUIDELINES” (Separate document).

Section 2: The Executive Board may, by a majority vote of the Executive Board (Article VIII, Section 1), enforce any (all, some or none) of the following sanctions when dealing with a non-PTBA sanctioned team:

- a. The non-PTBA sanctioned team will not be permitted to participate in any PTBA sanctioned tournament or event.
- b. No PTBA team will be permitted to play in another community’s tournament, for the current year and for the follow year, if that township permits a non-PTBA sanctioned team to participate in one of their tournaments. This includes all age groups. Example: If John Doe Township allows a non-PTBA sanctioned team from Peters to play in one of their tournaments then no PTBA team will be allowed to play in ANY of John Doe Township’s tournaments for the current year and for the follow year.
- c. No teams from another township will be permitted to play in a PTBA tournament, for the current year and for the follow year, if that township permits the non-PTBA sanctioned team to participate in one of their tournaments. This includes all age groups. Example: If John Doe Township allows a non-PTBA sanctioned team from Peters to play in one of their tournaments the no teams from John Doe Township will be allowed to play in ANY of PTBA’s tournaments for the current year and for the follow year.

Article XVIII– Amendments

Section 1: Members of the PTBA must submit amendments to the Constitution or Bylaws in writing to the President.

Section 2: Discussion of proposed amendments shall take place at the next regular membership or special meeting called for that purpose.

Section 3: The membership will vote on the proposed amendment at the next regular membership or special meeting called for that purpose.

Section 5: A vote of two thirds of the membership present at the meeting shall be required for approval.

Attachment A

Peters Township Park and Recreation Department

Philosophy and Goals for Youth Sports Programs

All youth sports programs under the auspices of the Peters Township Park and Recreation Department will adopt this statement of goals and philosophy as an amendment to their bylaws. The Peters Township Park and Recreation Board feels strongly that the purpose of its recreational sports programs is to encourage and develop in children a love for sports in a safe and positive environment, while teaching skill development, teamwork, and sportsmanship.

The 3 major goals of recreational youth sport programs are:

- (1) To address the physical, social and emotional developmental needs of children.
- (2) To encourage participation in sports as a means to developing a healthy lifestyle, learning sportsmanship and having fun.
- (3) To learn and master the fundamentals of the game. Learning and participation are to be emphasized over winning.

In order to achieve these goals, all recreational sports programs will:

- (1) Encourage equal playing time among players.
- (2) Encourage coaches to teach players multiple positions and to give players the opportunity to try different positions within the game format when feasible.
- (3) Teach positive coaching techniques to coaches. Negative criticism is inappropriate for young children. Positive coaching builds self-esteem and team spirit.
- (4) Forbid stacking of teams. Competition must be fair so that everyone can experience the learning that comes from winning and losing.
- (5) Insist that all coaches, parents, and players model good behavior at all times demonstrating their adherence to the following "Sportsmanship Code of Conduct."

Sportsmanship Code of Conduct:

- I will abide by the rules of the game.
- I will offer encouragement not criticism to players and coaches.
- I will accept judgment calls of game officials.
- I will show respect for the effort of both teams.
- I will accept winning without gloating and losing without complaining.
- I will respect everyone's right to play.
- I will acknowledge that all members of the team, parents, coaches and players share equally in the responsibility to promote good sportsmanship.

Participation in a youth sports program is a privilege, not a right. Therefore, failure to adhere to these principles may result in disciplinary action. Such action may include, but is not limited to, a player's suspension from game, a parent's expulsion from a sports facility, and a coach's dismissal from a program. Problems that result from failure to adhere to the above guidelines must be addressed directly to the appropriate sports association and be handled within the guidelines of its grievance procedure. The inability of the association to appropriately address the problem may necessitate the involvement of the Park and Recreation Department

and Board.

Attachment B

Peters Township Park and Recreation Department Codes of Conduct

In addition to the by-law/policy checklist each Association must require parents to sign a parent code of conduct and coaches to sign a coach's code of conduct. Both the Association and Department of Parks and Recreation will have copies of the documents. If the code of conduct is broken by a parent or coach the Association must notify the Township. Disciplinary action will be taken jointly by the Association and Township

FAMILY CODE OF CONDUCT

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports by following this Parents' Code of Conduct:

I (and my guests) will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other youth sports event.

I will place the emotional and physical well being of my child ahead of my personal desire to win.

I will insist that my child play in a safe and healthy environment.

I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that the coach upholds the Coaches' Code of Conduct.

I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.

I will demand a sports environment for my child that is free from drugs, tobacco and alcohol and will refrain from their use at all youth sports events.

I (and my guests) will remember that the game is for youth - not adults.

I will do my very best to make youth sports fun for my child.

I will ask my child to treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.

I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.

I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.

I will help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, learning the rules of the sport, assisting with coaching, or providing transportation.

I will inform family and friends who attend Peters Township youth sporting events to abide by the above same rules.

By signing this document I also agree that if family or my guest(s) and or I fail to abide by the aforementioned rules and guidelines, I/WE will be subject to disciplinary action that could include, but is not limited to the following:

- * Verbal warning by official, head coach, and/or head of league organization
- * Written warning
- * Parental game suspension with written documentation of incident kept on file by organizations involved
- * Parental season suspension
- * Parental lifetime suspension
- * Suspension of Participant

The severity of the incident will dictate the disciplinary action.

COACH'S CODE OF CONDUCT

I will place the emotional and physical well being of my players ahead of a personal desire to win.

I will treat each player as an individual, remembering the large range of emotional and physical development

for the same age group.

I will do my best to provide a safe playing situation for my players.

I will promise to review and practice basic first aid principles needed to treat injuries of my players.

I will do my best to organize practices that are fun and challenging for all my players.

I will lead by example in demonstrating fair play and sportsmanship to all my players.

I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.

I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.

I will use those coaching techniques appropriate for all of the skills that I teach.

I will remember that I am a youth sports coach, and that the game is for children and not adults.

By signing this document you also agree that if you fail to abide by the aforementioned rules and guidelines, the coach will be subject to disciplinary action that could include, but is not limited to the following:

- * Verbal warning by head of league organization
- * Written warning
- * Game suspension with written documentation of incident kept on file by organizations involved
- * Season suspension
- * Lifetime suspension

The severity of the incident will dictate the disciplinary action.