

# Recreational Softball League Board Policy

League Name: Classie Lassies

Location: Wynantskill, New York

## 1. Purpose

This policy outlines the governance and operational standards for the Committee of the Classie Lassies Recreational Softball League. The Committee operates under the authority of the League Board and is responsible for ensuring the league is run fairly, safely, and inclusively for all players, volunteers, and spectators.

## 2. Committee Composition

The Committee shall consist of the following roles:

- Director
- Chairman

Committee members are elected annually or appointed per the league's bylaws. All members must be 18 years or older.

## 3. Responsibilities

Committee members are expected to:

- Uphold the mission and values of the league.
- Ensure all tasks are planned and executed for smooth league operations.
- Attend and actively participate in committee meetings.
- Make decisions in the best interest of the league.
- Promote sportsmanship, inclusivity, and fair play.
- Ensure compliance with safety and eligibility standards.
- Support volunteers and maintain a positive league culture.
- Ensure Recreational League Board Policy is upheld and adhered to.
- Review annually, and update as needed, the Recreational League Board Policy.

Director Responsibilities:

- Lead and oversee the successful operations of the Recreational League program.

- Collaborate with the League Treasurer to manage the annual budget and ensure accurate financial reporting.

#### Volunteer Coordinator Responsibilities:

- Recruit, engage, and maintain communication with volunteers to support league activities.
- Provide necessary resources and support to ensure volunteers can fulfill their commitments effectively.

## 4. Meetings

- Regular meetings shall be held monthly or as needed during rec season.
- A quorum (majority of committee members) is required to conduct official business.
- Meeting minutes shall be recorded and made available to league members upon request.

## 5. Conflict of Interest

Committee members must disclose any personal or financial interests that may conflict with their duties. Members with a conflict must recuse themselves from related discussions and votes.

## 6. Code of Conduct

Committee members shall:

- Treat all players, officials, and volunteers with respect.
- Avoid discriminatory, harassing, or inappropriate behavior.
- Refrain from using their position for personal gain.
- Address disputes or complaints promptly and fairly.
- Model good sportsmanship and leadership.

## 7. Decision-Making

- Decisions shall be made by majority vote.
- Emergency decisions may be made by the Director or designated officer, with full committee review at the next meeting.

## 8. Financial Oversight

- The Treasurer shall maintain accurate financial records.
- All expenditures must be approved by the committee.
- An annual budget and financial report shall be presented to the league.

## 9. Safety Guidelines

- All games must follow league-approved safety protocols.
- First aid kits must be available at all game sites.
- Weather-related cancellations follow local safety advisories.
- Alcohol, tobacco and drug use is strictly prohibited during games.

## 10. Volunteer Expectations

### Section 1

Coaching:

- Volunteers must be 18+ and complete any required training.
- All volunteers shall sign a code of conduct agreement.
- The Volunteer Coordinator will assign roles and ensure coverage.
- Volunteers are expected to be punctual, respectful, and supportive of league operations.

### Section 2

- Parents must coordinate a minimum of 1 hour and 15 minutes of volunteer time per recreational ball season.
- One family from each team is required to work the concession stand per game day or night.
- During tournament weekends, the home team must create 1 hour and 15 minute shifts per family.
- A minimum of 3 people must be present in the concession stand at all times during tournaments.
- If one teen is present to work the front window, only 2 adults are required (one on grill/one on fryer).
- If two teens are present, only 1 adult is required to operate the grill/fryer, however 2 is optimal.

- No one under the age of 18 is permitted to use the grill or fryer.
- To work the front window, volunteers must be at least 14 years of age.

**Concession Stand Shift Schedule with Volunteer Expectations, travel and recreational ball will have separate expectations and concession to give slots per team each season.**

**It is the Team Managers responsibility to fill and assign a designated family per game and distribute to parents; once slots are filled the Team Manager will submit to the appropriate board for finalization.**

### **Rec Ball Concession Stand Shift Schedule**

In Recreational Ball, there will be only Classie Lassie teams, each team will assign 1 families per game to work 1 shift each, open or close.

Example of recreational ball schedule, game times may vary and the schedule will reflect as such:

Field 1/2/3/4- Home (1 parent from each team = 4 families for each team per shift)

Field 1/2/3/4- Away (1 parent from each team = 4 families for each team per shift)

<b>Day</b>	<b>Shift Time</b>	<b>Assigned Team</b>
Monday	OPEN 5:30 PM - 6:45 PM 6:45 PM-8:00PM CLOSE	Field 1/2/3/4- Home Field 1/2/3/4- Away
Tuesday	OPEN 5:30 PM - 6:45 PM 6:45 PM-8:00PM CLOSE	
Wednesday	OPEN 5:30 PM - 6:45 PM 6:45 PM-8:00PM CLOSE	
Thursday	OPEN 5:30 PM - 6:45 PM	

	6:45 PM-8:00PM CLOSE	
Friday	OPEN 5:30 PM - 6:45 PM 6:45 PM-8:00PM CLOSE	
Saturday/Sunday	8:30 AM-9:45 AM OPEN  10AM- 11:15AM  11:15AM – 12:30 PM  12:30 PM- 1:45 PM  1:45PM – 3:15 PM CLOSE	

## 11. Player Eligibility

Player Membership shall be open to youth participants who identify as female and meet the age eligibility requirements established by the League.

- **Eligibility:** Player membership shall be open to female youth, between the ages of **4 and 18 years**, as of **January 1st of the current calendar year**. Travel ball will follow USA age guidelines. Recreational ball will follow league guidelines.
- **Registration:** Membership shall be granted upon completion of all required registration forms, submission of proof of age via birth certificate, and payment of applicable fees, unless waived or reduced due to financial hardship as determined by the Executive Board.
- **Compliance:** All player members and their legal guardians must agree to abide by the League’s Bylaws, Code of Conduct, and Safety Policies.
- **Inclusivity:** The League is committed to providing a safe and inclusive environment for all participants. Discrimination based on race, color, religion, national origin, disability will not be tolerated.

Player eligibility shall be granted upon completion of all necessary paperwork and documentation, as determined by the Board of Directors.

- Players must adhere to league rules and code of conduct.
- Rosters must be finalized before the start of the season.

## 12. Team Drafting

Drafts will be held on the second weekend in March.

Each timeslot will be designated by the board per age group.

### **Draft Format**

#### **A. General Rules**

- Coaches draft in a snake format (e.g., 1–8, then 8–1).
- Siblings and coach children are pre-assigned to their teams.
- Teams must maintain age balance and skill diversity.
- Minimum of 9 players per team, maximum of 13. If there is a varying number of players per division; numbers will be reconstructed by the board before start of draft.
- If there is any discrepancy or deadlock on choosing players, the board members present (barring no conflict of interest) will delegate players to teams.

#### **B. 6U Division**

- Focus on team chemistry and equal distribution of beginner skill levels.
- Traditional drafts do not apply.
- Players may be based on school district and requested teammates.

#### **C. 8U Division**

- Use skill evaluations to rank players into a point system (e.g., Tier 1 = no experience, Tier 2 = experience in rec ball, Tier 3 = travel ball player).
- Coaches must select players from each tier to ensure balance.
- Consider positions (pitcher, catcher, infield, outfield) during draft.

- Emphasize player development and team role fulfillment.
- **Player placement requests MAY be considered but not guaranteed.**

#### **D. 10u & 11-14U Divisions**

- Use skill evaluations to rank players into a point system (e.g., Tier 1 = no experience, Tier 2 = experience in rec ball, Tier 3 = travel ball player).
- Coaches must select players from each tier to ensure balance.
- One pitcher and one catcher will be DESIGNATED to each team prior to drafting process.
- Consider positions (pitcher, catcher, infield, outfield) during draft.
- Coaches may submit positional needs before drafting begins.
- Emphasize competitive balance and team role fulfillment.
- **Player placement requests MAY be considered but not guaranteed.**

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#### **5. Draft Day Process**

- Draft order is randomized and follows snake format.
- After players are placed with their respective teams (e.g. parent/player and pitcher/catcher) the draft will begin with equaling out player numbers.
- Coaches must all have 3 tier 1 players, 2 tier 2 players and 2 tier 3 players per team: regardless of position.  
  
EXAMPLE: Pitchers and catchers will generally be travel players and classified as tier 3, you must have 5 other players at tier 1 and tier 2 levels, the rest of the roster can be filled in order of snake draft.
- Coaches select players in order of tier until rosters are full.
- League officials oversee the process to ensure fairness.

EXAMPLE: Coach 1 has 2 children who are players, both pitcher and catcher that is 2 players on the roster. Coach 2 has 1 child player, one pitcher and catcher that is 3

players, Coach 3 has 4 parent/child player, one pitcher and one catcher that is 6 players; Coaches with a larger roster to begin with will be skipped in snake format UNTIL ALL TEAMS HAVE EVEN AMOUNT OF PLAYERS, then they will resume choosing for their roster.

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## **6. Post-Draft Adjustments**

- League may make minor adjustments to ensure balance.
  - Trades are not allowed unless approved by the league board.
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## **7. Confidentiality & Conduct**

- Draft results and evaluations are confidential.
- Coaches must follow league conduct guidelines.
- Any disputes are resolved by the League Board.

# **13. Amendments**

This policy may be amended by a two-thirds vote of the committee. Proposed amendments must be submitted in writing and reviewed at least one meeting prior to the vote.