

SPWAA CONSTITUTION AND BY-LAWS

DECEMBER 2025

MISSION STATEMENT

Silverdale Pee Wee Adult Association was conceived for and is dedicated to promoting a positive sports learning environment for our community's youth. Our focus is on the children's exposure to the basic fundamental skills and strategies of their sport as well as the concepts of teamwork, leadership, sportsmanship, and citizenship. Our primary goal is to provide every child an opportunity to develop and grow both as an athlete and as a person, where they evaluate their experience based on their individual efforts and the enjoyment they achieved from participating.

ARTICLE 1: NAME, ADDRESS, PURPOSE, USE OF CLUB MARKS, LOGOS AND COLORS

Section 1.1 Name

The name of the association shall be the Silverdale Pee Wee Adult Association, Inc., a non-profit association.

Section 1.2 Address

The location of the association will be the property owned by them commonly known as "Ross Field" located at 2944 NW Pete Ross Way, Silverdale, WA, with a mailing address of PO Box 44, Silverdale, WA 98383.

Section 1.3 Club Purpose

The purpose of this organization is to encourage, organize, and promote a youth sports program in Silverdale, WA (Kitsap County.) To accomplish this objective, the Silverdale Pee Wee Adult Association (SPWAA) will provide a supervised competitive athletic sports program with the primary goal of teaching youths the value of good sportsmanship and citizenship. The supervisors of these sports programs shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary to the primary goal of teaching sportsmanship and citizenship.

Section 1.4 Use of Club Name

There shall be no unauthorized use of the SPWAA name or associated entities without written permission by the Executive Board of the Silverdale Pee Wee Adult Association. (i.e. Facebook pages, social media outlets, websites, etc.).

Section 1.5 Club Logo and Colors

The CLUB LOGO may be changed once every 10 years, so that it looks modern and represents the SPWAA. Club colors are to be and will remain indefinitely as follows: Orange, White, Black, and Dark Grey, the shades of these colors may change to present a professional and neat appearance depending on the application that they are being used on or in. Furthermore, any physical item to include but not limited to the following: Club trophies, medals, rings, cards, letterhead, structure colors, SPWAA branded clothing, mugs, etc. Uniforms for all sports, (Except regular season baseball uniforms, which may use MLB TEAM Jerseys) (Any tournament or All Star baseball uniforms "Must" use club colors.) SPWAA CLUB COLORS are defined above in Article 1 Section 5.

ARTICLE 2: MEETING TIMES, DATES, ADMINISTRATION, AGENDA, LOCATION

Section 2.1 Required Board Meetings

Monthly Board Meetings will be held year-round.

Section 2.2 Meeting Schedule

The meetings will be held on the second Tuesday of each month at 7:00 p.m. to follow KPAPWA meetings on the first Wednesday of each month. If this date conflicts with other meetings or events, the date of any one monthly meeting may be changed by the decision of the Executive Board.

Section 2.3 Changes to Planned Meetings

Notification must be given to SPWAA members of any change in meeting schedules. Notification of the change must be made at least 48 hours prior to the meeting.

Section 2.4 Meeting Administration

All correspondence shall be placed in the permanent record of the SPWAA.

Section 2.5 Meeting Agenda

All Monthly Membership meetings shall have an Agenda, previous month minutes, and a report from the Treasurer showing balance, cash flow, and a summary of budget tracking (simple On Track, Under/Over Spending.) Financial summary will be available upon request.

Section 2.6 Meeting Location

In the event that monthly meeting can not be held in a public venue, alternative meeting

methods are authorized to use (teleconference, video conference, etc.).

2.6.1 The Board will decide and notify membership of the change to the meeting venue. Notification of the change will be in accordance with section 3 of this Article.

2.6.2 During alternative methods of the monthly meeting all rules established in these By-Laws shall be fully enforced.

ARTICLE 3: RULES OF ORDER AND PRECEDENCE – QUORUM

Eight (8) members, including the Board, shall constitute a quorum for conduction of business. If a quorum is not present at any regular monthly meeting, the Executive Board shall conduct all normal business that was scheduled for the regular meeting, unless it is something that requires a membership vote. Three members shall constitute a Quorum of the Executive Board.

ARTICLE 4: MEMBERSHIP, DUES, FEES, SCHOLARSHIPS

Section 4.1 Membership

4.1.1. You become a member upon paying the Registration Fee for your youth to participate in a Silverdale Sports program or upon registration, if receiving a scholarship.

4.1.2. Members have voting rights, if they have attended at least one of the previous two quarterly meetings and they were a member in good standing at those Meetings. Meeting attendance MUST be verified prior to the official vote.

4.1.3 Membership is good for 12 months from registration.

4.1.4 No person shall have more than one vote.

4.1.5 Each family can have a maximum of two votes.

4.1.6 The SPWAA reserves the right to revoke membership without a refund of the Registration Fee.

4.1.7 The SPWAA may refuse membership to any person in violation of the parents/coaches code of conduct as voted on by the Executive Board by majority vote.

4.1.8 Members have a responsibility to the organization to hold accountable, the elected representatives, to the articles and bylaws established by the members, as the governing documents, directing the operations of the organization.

Section 4.2 Coach's Memberships

Any pledged coach shall automatically be a member of this Association for a period of one year during their assigned sports season and shall become a voting member at the 2nd consecutive meeting they attend in their membership year. (See article XII.)

Section 4.3 Non-affiliated Membership Requirements

Any other interested person may apply for membership in person during the Association's July or December meeting upon which time a fee of \$25.00 will be paid. They will be given voting privileges at his/her 3rd consecutive meeting. If for any reason said member wishes to withdraw his/her membership, they must do so within 30 days of application and a full refund will follow. That same person may then reapply at the next open membership date thereafter annual applications and fees will be required. Voting privileges will continue in succession.

Section 4.4 Fees, Scholarships, Scholarship Donations

4.4.1 Fees: for parent(s) or guardian(s) of youth participating in Silverdale Pee Wee sports shall be established by the Executive Board and current sport Athletic Director and voted on annually by the membership at the regular SPWAA meeting no later than the regular scheduled meeting prior to registration of that sport.

4.4.2 Leadership Fees: Children of Board members and board appointed positions will be exempt from registration fees for the duration of his or her term.

4.4.3 Full or Half Scholarship: Parents may apply for Full or Half Scholarships. Full or Half Registration Scholarships will require an agreement to exchange services for registration fees as follows: Full Scholarships will require three 4hr shifts worked in the concession stand during the sport season the scholarship was awarded for. Half Scholarships will be required to work two 4hr shifts. All scholarship agreements will be submitted to the President and recorded with the Secretary to include: shift hrs, days, and time blocks. Agreed to shifts will be managed by the Concessions Manager. If service hours are not completed by the date specified in the contract, the parent(s) or guardian(s) forfeit the opportunity for any future Scholarships in any sport until such time that the service obligation is met. The current Registrar will keep a listing of all exchange agreements and Scholarships.

4.4.4. Scholarship Qualifications: In order to qualify for a Scholarship you must provide physical proof of the following: enrollment in Medicaid, Supplemental Nutrition Assistance Program (SNAP), or Women, Infants, and Children Enrollment (WIC).

4.4.5 Scholarship Donations: While registering for a sport, parents will be given the option to make a monetary donation of any size to the registration assistance fund. This donation is **OPTIONAL** and **ALL** donations will go towards registration assistance for that sports season or retained for subsequent seasons of the sport which the donation was received. (i.e. if a donation is received while registering a player for baseball, that donation may only be used for current or future baseball scholarships.) An accounting of donations received, portion utilized and portions held for future use must be made available to the membership at the first meeting following the closure of each sports registration. The number of general scholarships allowed per sport shall be tailored to the number of players participating in that sport and limited to 2.5% of participating players.

Section 4.5 Payment of Fees

Fees must be paid in full (or per scheduled payment plan) at the time of registration unless waived in accordance with section four guidelines. Players with fees not paid in full before games begin, will not be eligible to participate in games.

Section 4.6 Fee Refunds

Fee refunds will be made to any family requesting a refund, providing such a request is made in writing and in accordance to the following "Refund Policy":

4.6.1 Minimum \$15.00 refund fee.

4.6.2 Full refund within 48 hours of registration time/date – NO exceptions (\$15.00 refund fee applies)

4.6.3 50% refund before practices begin (for any team) – see date posted on website for each sport.

4.6.4 After practices begin or date posted on website, there is no refund for non-injury* refund requests.

4.6.5 Injury refunds are pro-rated according to the date of injury or doctor's visit.

4.6.6 Late registration fees are non-refundable.

4.6.7 ALL Refund requests must be submitted via email to registrar@silverdalepeewee.org [email required for time/date accuracy].

4.6.8 A doctor's note is required on official letterhead for injury refunds; injury refunds are prorated from the first day of practice and uniform replacement fees may apply.

4.6.9 Relocation (moving out-of-area, military orders, etc.) refunds are subject to the same guidelines as Injury Refunds.

NOTE: Injury refund requests require a doctor's note on official letterhead, stating that the player may not participate in said sport or athletic activity; refunds are pro-rated according to the date of injury or doctor's visit. Email Doctor's notes to registrar@silverdalepeewee.org

Section 4.7 Volunteer Support Fee and Exempted positions

A \$50 Association Volunteer Support fee will be required when registering each sport season. This fee will be waived during registration when registered for volunteer activities. Two hours of volunteer time will be required to fulfill the volunteer role. All volunteer hours will be recorded and submitted bi-weekly to the appropriate Athletic Director and Team Parent Volunteer Manager. Failure to complete the required volunteer hours will result in the \$50 being assessed to your account. Exempted from this requirement include:

4.7.1 Board Members (Covered in organization chart breakdown)

4.7.2. Appointed Positions (Covered in organization chart breakdown)

4.7.3. All verified and badged Coaches for that season to include the following:

4.7.3.1 All Head Coaches

4.7.3.2 Two (2) Assistant Coaches per team for Baseball and Basketball

4.7.3.3 Four (4) Assistant Coaches per team for Football

Section 4.8 Online Registration Timeline

Online registrations will be available via the league's official website [on each sport page]. Onsite registrations will be available only when advertised and may not be available for all sports. Registration will be conducted on a consistent year-to-year basis:

- Baseball – January*
- B. Football/Cheer – May*
- C. Basketball – October*

*Unless otherwise posted and a new date approved by the Executive Board.
Supplementary registration dates, if needed, may be added by the Registrar after notification of

the Executive Board. Registration for all sports will be closed one (1) week prior to the first game of the season. Registration may be closed prior to the prescribed date, due to full teams, on approval of the Executive Board. Waivers to other clubs will not be processed until the closing of registration for the sport. All waivers must be approved by the Executive Board. Waivers from other clubs will be accepted only during the open registration period and be signed by the Athletic Director or the Registrar. In addition, online registration will be available at the SPWAA website (<http://www.silverdalepee wee.org>) for each sport defined above.

Section 4.9 Youth Sponsorship

Any other interested person may:

4.9.1 Become an Advisory Member with no voting privileges.

4.9.2 Sponsor a youth, upon approval from the youth's parent(s) and paying the youth's registration fee. Sponsoring adults receive one (1) voting membership. The parent(s) or guardian(s) of that youth also receive one (1) vote, for a total of two (2) voting members per family participating. The Executive Board must approve youth sponsorships, with anonymity being maintained at all times between the sponsor and that youth and/or the parent(s) or guardian(s) if requested by the sponsor. The sponsor's membership will be withdrawn 30 days after the registration date of a sport that the sponsor member does not have a youth sponsored in Silverdale Pee Wee sports.

ARTICLE 5 OFFICERS AND DUTIES

Section 5.1 SPWAA Board Member Roles and Duties

The officers of the Association shall be President, Vice-President, Secretary, Treasurer, and Registrar.

Section 5.2 President

5.2.1 Preside at all meetings of the association and Executive Board.

5.2.2 Appoint delegates to the KPAPWA. The President and a member of the Executive Board shall attend the monthly KPAPWA General Meeting, at a minimum.

5.2.3 Appoint the Chairperson of all regular and special committees, except as otherwise stated in these by-laws.

5.2.4 Be an ex-officio member of committees and be a member delegate of this club to KPAPWA.

5.2.5 Countersign all personal checks.

5.2.6 Will be a bank account card holder and secondary member on the account.

5.2.7 Review the income and expenses on a monthly basis.

5.2.8 Review Budgeted versus Actual income and expenses on a monthly basis and report the findings to the membership.

5.2.9 Act as a permanent chairperson of the Coaches Committee.

5.2.10 On his/her own accord, or appoint someone as necessary to recruit and manage a Guardian Angel committee, to consist of: SPWAA President, a Banking Executive, an Attorney, a Land Developer/Realtor, and a member of the Silverdale Chamber of Commerce. These Guardian Angels shall be volunteers with the sole purpose of looking after the best interest of the SPWAA.

5.2.11 The President is allowed the right or opportunity to put a one-month stay on votes that are deemed incomplete, possibly harmful to the organization, and/or unreasonable.

Section 5.3 Vice President

5.3.1 Assume duties of the President in his/her absence.

5.3.2 Countersign all personal checks in the absence of the president.

5.3.3 Will have access to the bank account but will not be a card holder.

5.3.4 Issue all keys to Pee Wee Building locks, keep up to date records of all persons who have keys and call in all keys when not needed by the sports head.

5.3.5 Serve in an administrative capacity as delegated by the President.

5.3.6 Ensure proper sport operation in accordance with SPWAA goals.

5.3.7 Ensure safety standards are maintained and work with Athletic Directors to ensure diligent use of funding.

5.3.9 Will assist the Athletic Directors meet with the school districts and other agencies to obtain playing fields and facilities.

5.3.10 Should attend the KPAPWA meetings and report to the membership at the SPWAA meeting.

5.3.11 Shall work with each Athletic Director, and gear/equipment manager for each sport on maintaining an inventory of gear and replacement of gear when needed.

Section 5.4 Secretary

5.4.1. Prepare and maintain full records of all Association meetings.

5.4.2 Prepare correspondence as required by the President.

5.4.3 Provide copies of all by-laws, general rules, and other Association information to the general membership.

5.4.4 File all correspondence in the Association permanent record.

5.4.5 Maintain a register of membership present at all meetings for the last 12 months both hard copy and digital on the share drive.

5.4.6 Notify KPAPWA Secretary of all Officers and Central delegates of this Association when changes to a Board position or Board designated position change.

5.4.7 Conduct WSP background checks for coaches, directors, and volunteers; report all results and reports to Athletic Director(s), VP, and applicant. Keep all WSP background check records for each year.

5.4.8 Coordinate and work with the website manager and Athletic Directors to maintain the SPWAA web page and social media in regards to SPWAA.

5.4.9 Verify current registration software is maintained and accurate.

5.4.10 Responsible for keeping records of signed SPWAA Parent Code of Conduct both hard copy and digital on the share drive.

5.4.11 Responsible for sending KPAPWA Parent Code of Conduct form signed by SPWAA participants.

Section 5.5 Treasurer

5.5.1 Receive, receipt, and deposit all funds, collect player application fees and/or arrange payment plans as needed. This includes the pick up and deposit of all Concessions monies weekly.

5.5.2 Receive bills and report them to the membership when requested.

5.5.3 Prepare, sign, and obtain counter signatures on checks for payment of approved bills over 1500 and all personal checks.

5.5.4 Maintain a simple ledger of receipts and disbursements.

5.5.5 Maintain three (3) separate accounts: A General Operating Account, a Field Development Account which cannot be used for general operations, and an Emergency Fund Account.

5.5.6 The monthly financial reports are requested to be completed and shared two (2) days prior to the membership meetings allowing the Athletic Directors, Concessions Manager (etc.) to track budgets and submit accurate proposals for consideration.

5.5.7 File all tax reports, as required by law, or provide information to a CPA to have taxes filed on behalf of SPWAA.

5.5.7.1 Ensure that the IRS 501(c)(3) status is maintained.

5.5.8 Maintain and update all signature cards for money accounts and Post Office boxes.

5.5.8.1 Money accounts will carry signatures of the President, Vice-President, and Treasurer (Any two (2) of the three (3) are necessary for access).

5.5.8.2 Post Office box authorization will be the President, Vice-President, and Treasurer.

5.5.9 Upon request of a member, supply them with a financial summary within (10) days of the request..

Section 5.6 Registrar

5.6.1 Verify current registration software is maintained and accurate.

5.6.2 Hold registrations on prescribed dates and add additional registration dates, if needed, after notification of the Executive Board.

5.6.3 Submit to the Treasurer and Secretary a list of all registered youths and a parent/guardian contact.

5.6.4 Inform parent(s) and/or guardian(s) new to the association of the rules and procedures that govern the association, such as fees, duties of the members, meeting dates and other pertinent information.

5.6.5 Provide a complete list of players to the Athletic Directors of each sport. Work with Athletic Directors to allocate divisions and teams by A and then B:

5.6.6 Obtain physical or electronic signature of parent(s) and/or guardian(s) on prescribed consent for each sport.

5.6.7 Maintain an up to date adult Membership list with phone numbers.

5.6.8 Report all rosters and Master Roster information necessary to the County Registrar of KPAPWA.

Section 5.7 Executive Board Structure and Powers

5.7.1 The Executive Board: shall consist of the President, Vice-President, Secretary, Treasurer, and Registrar as voting members. To ensure the fair, unbiased and efficient operations of SPWAA Sports. A sitting SPWAA Executive board member is ineligible to hold the position of Sports Athletic Director. A Board member may hold the title of Interim Sports Athletic Director when the following conditions are met, there is an open Athletic Director position that is unable to be filled before the sports season or the Sports Athletic Director resigns or is removed from his or her position during the season. In either situation, an executive board member may step in as the Interim Athletic Director for the remainder of the sports season. If a permanent member is found during the Sports Season, the interim Athletic Director will work with the oncoming member to transition duties.

5.7.2. The elected members of the Executive Board must appoint an Athletic Director for each sport, a Concession Manager, a Facility Manager, and a Fundraising Manager.

5.7.3 The President shall vote only if the other board members are split. His/her vote will be the deciding vote.

5.7.4 The President and Vice President may approve up to \$500.00 expenditure from the general fund. This expenditure requires simple majority approval by the board members. The membership must be apprised of the action at the next membership meeting. In case of a sport-stopping emergency, the Executive Board may begin needed actions to correct the problem.

5.7.5 The Executive Board must approve all correspondence, which shall be mailed on SPWAA letterhead. These documents must be signed and dated and a copy filed in the SPWAA permanent records.

5.7.6 The Executive Board is responsible to the membership, the electing authority, to consciously work to promote the best interest of the organization by strictly adhering to

the Constitution and Bylaws of the SPWAA, the governing, legal document, approved by the membership as the authority for organization operations.

5.7.7 Once elected or reelected each member of the executive board shall submit paperwork to the Secretary, and have a background check conducted. The paperwork shall be submitted within one (1) month of taking office.

ARTICLE 6 ELECTION OF OFFICERS

Section 6.1 Election Preparations

6.1.1 The President shall appoint a three (3) member nominating committee at the April meeting. This committee shall strive to present the names of two nominees for each elective office at the May meeting. Elections will be held at the regular June meeting. In addition to the nominees of the nominating committee, candidates may be nominated from the floor at the May meeting. Balloting for candidates for each office shall be done individually by secret ballot prepared and handed out by the Secretary at the June meeting. The Secretary and one witness shall tabulate the votes and report the results to the President to be read to the assembly.

Section 6.2 Officer Terms

6.2.1 Officers shall be elected by the general membership to serve for a term of two (2) years. Terms shall be staggered to promote continuity in the Executive Board.

6.2.1.1 President Secretary will be up for election on even numbered years.

6.2.1.2 Vice-President, Treasurer, Registrar will be up for election on odd numbered years upon resignation or more than two consecutive absences (unexcused by the Executive Board members in attendance), the membership will elect a replacement for the vacant office at the first available membership meeting.

6.2.1.3 Installation of officers shall be held at the beginning of the August meeting.

Section 6.3 Officer Resignation/Removal from Office

6.3.1 Upon the resignation or removal of any elected officer, an election will be held at the first available membership meeting. The remaining officers will share the duties until the election. Newly elected officers will assume the board position immediately following the election.

Section 6.4 Requirements for Voting

6.4.1 To participate in the election of officers, a voting member must have previously attended one meeting within the 6 months prior to the election.

Section 6.5 Seat Limitations

6.5.1 No more than one member from the same family shall hold the Executive office of President, VicePresident, or Treasurer.

Section 6.6 Requirements for Running for Office

6.6.1 Any person wishing to run for an office must have attended 50% of the meetings from the previous year (June to May). In the event that an office cannot be filled because no one eligible desires to run, the nominations for that office will be opened to the membership at large.

Section 6.7 Vacated Officer Audit Requirements

6.7.1 Anytime the treasurer position is changed or vacated an audit of the association books shall immediately be performed by an audit committee IAW Article X section3.

Section 6.8 Special Elections

6.8.1 A special election will be held at the first available membership meeting, to elect a replacement to any vacated position. Special Elections will be governed as if they are General Elections.

Section 6.9 Administrative Record Requirements

6.9.1 In order to maintain accurate administrative records, all Board members, appointed positions, and AD appointed positions shall save all electronic documents in the Google Shared Drive called 'SPWAA Shared Drive' for easy access

ARTICLE 7 ELIGIBILITY OF YOUTH

Section 7.1 Eligibility

7.1.1 The youth's age must comply with the rules of the SPWAA. Any deviation from this rule must be approved by the Executive Board.

7.1.2 Each youth must comply with all other eligibility rules of the SPWAA and KPAPWA.

7.1.3 Each youth must be accompanied by his/her parent or guardian at the time of onsite registration. Online registrations MUST be completed by a parent or legal guardian.

7.1.4 Each youth must have either his/her parent(s) and/or guardian(s) written consent to participate.

ARTICLE 8 FINANCIAL RESPONSIBILITY

Section 8.1 This Association shall not be responsible for any financial obligation incurred by Association members without prior approval of the Executive Board.

Section 8.2 The President or Treasurer will notify proper vendors as to who will have authority to charge during each sport season.

Section 8.3 Unbudgeted items exceeding \$750.00 must be tabled until the following monthly meeting for further review and study.

ARTICLE 9 COMMITTEES

Section 9.1 Coaches Committee

9.1.1 There shall be a Coaches' Committee, which shall consist of the President as permanent chairperson, the Athletic Director and two (2) members appointed by the Executive Board that is formed and selected before the beginning of each Sports Season. The committee will receive any complaints made towards coaches including issues raised to KAPAP regarding SPWAA coaches, resolve those complaints, and administer the decision made by the committee. The committee will also be responsible for handling and resolving disputes concerning the selection of coaching positions made by the Sports AD. Members must provide a written dispute to the Sports AD in email or writing within 1 month of being notified of the AD's coach selection or the start of the season, whichever is first. They will provide a written and signed report of all complaints, resolutions, and decisions to the Executive Board. The Executive board will work to the best of their ability to ensure the committee is unbiased in their reviews.

Section 9.2 Budget Committee

9.2.1 There shall be a BUDGET COMMITTEE which shall consist of the Executive Board. This committee shall be responsible for planning the annual budget of the Association and presenting it to the membership at the October meeting for approval. The budget shall guide income planning and expenditure for the coming year, which shall be January 1 through December 31.

Section 9.3 Audit Committee

9.3.1 An annual audit of the books shall take place in the first calendar quarter. To accomplish this task an Audit Committee shall be established. The AUDIT COMMITTEE will consist of three (3) members appointed by the President to review accounts. The report shall be in writing and presented to the Executive Board. The report must be added to the official club records. The finding should be dated and signed by the Board Members that reviewed the findings.

Section 9.4 Fundraising Committee

9.4.1 Fundraising Committee: Shall be appointed by the Fundraising Chair, to help develop, plan, and execute fundraising activities for the SPWAA.

ARTICLE 10 AMENDMENTS TO THE BY-LAWS

Section 10 Proposed amendments, additions or changes to the Constitution and By-Laws, and who submitted them will be presented in writing at the January-and July membership meetings. Such proposals may only be submitted by an eligible voting member at time of submission and may be adopted at the following meeting of the Association by approval of 3/4 of the eligible voting members present. Urgent or Emergency changes may be made and approved at any regularly scheduled board meeting.

ARTICLE 11 SPORTS SEASON PLAYING RULES

Section 11.1 Baseball, football, and basketball seasons and playing rules shall be set by the SPWAA and approved by the membership vote at regular monthly meetings. All written proposals shall include a brief description of the intent or reasoning for the amendment, addition or change. If the proposal is adopted, the description shall become an addendum to the By-Laws and shall state the year and date adopted. The Association Secretary shall make all changes as approved by the members and shall create a section for addenda and present the amended By-Laws at the next regular meeting. At this time, the President and Secretary shall review the original document for errors and if accepted, sign, date and stamp the signature with the corporate seal. The original document shall be maintained at Ross Field and will serve as the "original." All sporting rules shall be available on the SPWAA website for review by the membership, once they become available.

ARTICLE 12 DISCIPLINARY ACTION

Section 12.1 Reasons for Disciplinary Action

12.1.1 The SPWAA officers shall have the authority to suspend, discharge, or otherwise discipline anyone whose conduct is in violation of the Constitution and By-Laws of the SPWAA and/or is considered detrimental to the best interests of the SPWAA.

12.1.2 Anyone who refuses to comply with the rules of the SPWAA will be considered for disciplinary action.

12.1.3 Persons subject to discipline shall have the right to a hearing before the SPWAA officers.

12.1.4 In the event that the offending person is a minor, a hearing will be required and attendance by the parent or legal guardian will be mandatory.

12.1.5 All disciplinary measures must be documented in writing and added to the permanent records of the SPWAA. The offending person shall receive a copy of this record.

12.1.6 Recognizing the difficulty of establishing penalties for a variety of violations of acceptable conduct, the following penalties are suggested. SPWAA officers may impose the one which, in their opinion, appears to match the offense:

12.1.6.1 Warning: The offending person is to be advised that repetition of the offense shall result in a more severe penalty.

12.1.6.2 Suspension: The offending person is to be advised of the start and duration of suspension from SPWAA activities. Duration may be expressed in the number of games or days that the suspension will be in force.

12.1.6.3 Dismissal: The offending person is to be advised of dismissal from the remainder of the current sports season. The SPWAA officers may at their discretion include more than the current sports season.

12.1.6.4 Barred: The offending person is to be advised that right to participate in present and future SPWAA activities has been revoked. The offending person is to be advised of the duration and the conditions for reversal of this decision.

Section 12.2 SPWAA Rights

12.2.1 SPWAA reserves the right to withdraw membership from any member whose conduct, on or off the playing field, reflects in a manner that is detrimental to the best interests of the SPWAA.

12.2.2 Anyone who engages in unsportsmanlike conduct, such as fighting, abusive language, or similarly derogatory activity, may be barred for one or more SPWAA activities.

12.2.3 Anyone who engages in substance abuse on SPWAA grounds , such as alcohol, drugs, or similarly controlled substances, may be dismissed or barred from SPWAA facilities and SPWAA activities.

12.2.4 Anyone in violation of this General Conduct policy may be refused entry to SPWAA facilities or may be removed from SPWAA activities.

ARTICLE 13 IMPORTANT NOTICE CONCERNING LEGAL DISPUTES AND LAWSUITS

Section 13.1 PURPOSE

13.1.1 To encourage reasonable discussions between actual parties to legal disputes regarding SPWAA sanctioned activities, to prevent additional disputes between parties to legal disputes, to limit contact and communication between parties to a legal dispute when legal counsel to all parties are not present, and to establish procedures for the suspension from SPWAA activities of those who are involved in legal disputes with the SPWAA.

Section 13.2 PROCEDURE

13.2.1 Any Participant, Official, Team, Sponsor, Related Party (including but not limited to parents, spouses and children of Participants, Officials, etc.) or any other person who threatens in writing a legal action against SPWAA, SPWAA Board of Directors Members, or SPWAA Affiliates regarding a matter that is in any way associated with SPWAA or has a lawyer contact on their behalf SPWAA, a SPWAA Director, a member of the SPWAA Board of Directors, or SPWAA Affiliates regarding a matter of disagreement that is in any way associated with SPWAA shall be automatically suspended from all SPWAA activities until such threatened legal actions or legal disagreements are resolved to the satisfaction of the SPWAA Board of Directors. In addition, that Person's (or any related Parties) team and each of its members and other Persons related to that team may be suspended from all SPWAA activities until such threatened legal actions or legal disagreements are resolved to the satisfaction of the SPWAA Board of Directors.

13.2.2 Threatening legal action or threatening to retain a lawyer regarding a SPWAA related dispute in a verbal communication with a SPWAA Director, Board Member or Official is unsportsmanlike conduct that may result in suspension or removal from a SPWAA activity.

SPWAA Secretary/Date

SPWAA President/Date