

# 2016

## Hubbardston Youth Baseball Operating Guidelines and Bylaws

## **Operating Guidelines Purpose**

To organize and operate a Babe Ruth and Cal Ripken baseball program in the Hubbardston, MA.

## **Objective**

The general objective of the Hubbardston Youth Baseball (H.Y.B.), is to inspire youth, regardless of race, creed, sex, or national origin, to practice the ideals of sportsmanship, scholarship and physical fitness.

## **Affiliation**

The Local League shall be affiliated with Babe Ruth League, Inc., a New Jersey corporation, and shall be governed by, and shall comply with the principles, rules and regulations enunciated and decreed by Babe Ruth League, Inc.

The Local League shall annually apply for a charter from Babe Ruth League, Inc. and shall do all things necessary to obtain and maintain such charter.

The Local League shall make and enforce rules and regulations to govern itself on a local basis, but consistent with and not contrary to any rules and regulations promulgated by Babe Ruth League, Inc., a New Jersey corporation, or by the Regional, or State echelons of said Babe Ruth League, Inc., to which this league is subject.

## **Section 1**

### **League Rules and Policies**

1.1 Members, whether Regular or Player, shall not be affiliated with another baseball organization or group, such as AAU, with the exception of local school teams, or as approved by a two-thirds vote by the Board of Directors. Once a player is placed on a team, the league will not offer any refunds to registration fees or fundraising. Any requests for refunds should be in writing and addressed to the President for Board review.

1.2 No team will hold practices until the League has secured insurance coverage for the year and the draft from that respective division has been held.

1.3 All managers and coaches must request appointment in writing to the President each year. The President will appoint all managers and coaches with the approval of the Board of Directors.

1.4 The Home Team in the Majors division is responsible for staffing the concession stand, providing and paying umpires and preparation of the field for game play.

1.5 The Home team is responsible for post-game cleanup of the field in all Divisions.

1.6 Any game that is suspended/postponed will be rescheduled within two (2) weeks of the regular scheduled date. Managers should work with the appropriate league designated field coordinator and Umpire In Chief to reschedule games.

1.7 When continuous batting order is utilized, while subs and positions in the field may change at any point during the game, the batting order may not. In the event that there is an injury or ejection of a player while up to bat, the player that made the last out steps in and resumes the count. If it is the

first batter of the first inning, then the next batter in the order shall take his place. When the batting order reaches the removed player, his/her spot gets skipped over the rest of game

1.8 A CORI check shall be completed by all Managers, Coaches, Umpires and other volunteers. An approved CORI report, per Section 11, is required in order to Manage, Coach, Umpire, or otherwise volunteer.

1.9 Using their best judgment, looking out for the safety of the players, Managers will be responsible to determine field viability when conducting practices. In the event of a cancellation, the Manager will be responsible to contact its players.

1.10 H.Y.B. Safety Officer will determine field viability for all regular season, playoff, and tournament games. The Safety Officer will notify all effected Divisions in the event of a cancellation. For the Majors and Ruth Divisions, the H.Y.B. Manager should contact the Visiting team Manager, if traveling from another town, as soon as possible.

1.11 Managers and/or Safety Officer will use best effort to cancel any practice or game at least 2 hours prior to the scheduled start for the Majors and Ruth Divisions. For Minors, Rookie, and Tee Ball, the Managers and/or Safety Officer will use best effort to cancel any practice or game at least 1 hour prior to the scheduled start.

1.12 For Minors, Majors and Ruth Divisions, the Home team Manager shall inform the scheduled umpire and Umpire In Chief as soon as possible upon cancellation.

## **Section 2**

### **Major League Division**

#### **Tryouts and Draft**

2.1 Tryouts will be held prior to April 1<sup>st</sup>.

2.2 Managers and Coaches within the Minors Division are allowed to view player tryouts, however they are excluded from viewing, or participating in, the draft.

2.3 The players draft will be held no more than seven (7) days after the tryouts.

2.4 All H.Y.B. players that are not on a Major League roster and are league age ten, eleven and twelve must try out for Major League. If a player is not able to attend the scheduled tryout, they must coordinate a tryout with the League President and Player Agent. The player will be scored by the Player Agent and the tryout score will be shared with the managers prior to the draft. Managers will be invited to the special tryout as observers but are not required.

2.5 The player selection system or draft will be completed after the tryout program has been completed. All league age 12 players must be drafted to a Major league team upon successful completion of tryout. The last place team of the preceding season gets the first choice in every round of the draft, the next to last place team gets the second selection in every round and the remaining teams select in the reverse order of standing. Example:

**First Round:**

Fourth place manager selects the first player  
Third place manager selects the second player  
Second place manager selects the third player  
First place manager selects the fourth player

**Second Round:**

Fourth place manager selects the fifth player  
Third place manager selects the sixth player  
Second place manager selects the seventh player  
First place manager selects the eighth player, etc., until the rosters are completed.

2.6 An option on sons, daughters and siblings is an agreement between a manager and the Player Agent and must be in writing (except No. 1) and submitted to the Player Agent 48 hours prior to the draft. The options are as follows:

**1. Brothers/Sisters in the Draft**

When there are two or more siblings in the draft, and the first brother or sister is drafted by a manager, that manager automatically has an option to draft the other brother or sister on the next turn. If the manager does not exercise the option, the second sibling is then available to be drafted by any team.

**2. Brothers/Sisters of Players Currently on a Team**

If desired, a manager shall submit an option in writing on a draftee if the player candidate's brother or sister is a member of that manager's team. If such an option is submitted, the manager MUST draft the sibling within the first three draft selections.

**3. Sons/Daughters of Manager**

If a manager has sons and/or daughters eligible for the draft, and wishes to draft them, he/she must submit the option in writing. The manager is required to exercise the option at or before the close of the specific draft round, depending on League Age of the sons and/or daughters. Parent/manager option takes priority over any other options.

**4. Sons/Daughters of Coaches**

A NEW coach shall not be appointed nor approved until after the draft to avoid "Red Shirting" of players through selective coaching appointments. A returning coach, through the manager, may exercise an option in writing to the Player Agent provided:

(A) The coach is returning to the same Major League team as last year.

**Draft Rounds**

If an option is submitted in writing for the son and/or daughter of a manager or coach, such candidate must be drafted in or before the following round:

Round	League Age
5	9-10
4	11
3	12

## **Playing Rules**

The Major League Division is affiliated with Cal Ripken Baseball and is governed by the latest issue of the Cal Ripken Rule Book. In addition, the following local rules have been also adopted.

2.7 Each player must play a minimum of 6 consecutive outs in the field and get 1 at bat per game. If the game is shortened due to weather or darkness, minimum play does not have to be fulfilled. If a player does not meet the minimum player requirements, the following penalty will be enforced:

**First infraction** – A warning will be given to the manager. Player in question must complete his/her minimum playing time from the previous game AND fulfill the minimum requirements for the new game before being replaced in the lineup.

**Second infraction** – Same as first infraction except the manager is suspended for a game.

**Third infraction** – Same as first infraction except the manager will appear in front of the Board of Directors.

2.8 No player shall square off to bunt and then swing away at the pitch. The batter shall be called out.

2.9 No on deck batters will be used.

2.10 Head first sliding is not permitted to a base. Only head first sliding back to a base will be allowed.

2.11 Player and/or coach ejections are for that game only. The President will determine any further punishment.

## **Section 3**

### **Minor League Division**

#### **Tryouts and Draft**

3.1 Tryouts will be held prior to April 1st.

3.2 The players draft will be held no more than seven (7) days after the tryouts.

3.3 All players who are league age ten and eleven (10 & 11) who tried out for but were not chosen by a Major League team, will play in the Minor League Division. All league age 9 players must be drafted to a Minor league team upon successful completion of tryout.

3.4 All H.Y.B. players league age eight and nine must try out for Minor League. If a player is not able to attend the schedule tryout, they must coordinate a tryout with the League President and Player agent. The player will be scored by the Player Agent and the tryout score will be shared with the managers prior to the draft. Managers will be invited to the special tryout as observers but are not required.

3.5 The player selection system or draft will be completed after the tryout program has been completed. The order of the draft will be determined by drawing numbers out of a hat and we will use a snake style

draft. All players that tried out for but were not chosen by a Major League team and those players that played in the Minor League Division in the previous year must be selected during the draft.

3.6 An option on sons, daughters and siblings is an agreement between a manager and the Player Agent and must be in writing (except No. 1) and submitted to the Player Agent 48 hours prior to the draft. The options are as follows:

#### 1. Brothers/Sisters in the Draft

When there are two or more siblings in the draft, and the first brother or sister is drafted by a manager, that manager automatically has an option to draft the other brother or sister on the next turn. If the manager does not exercise the option, the second sibling is then available to be drafted by any team.

#### 2. Sons/Daughters of Managers

If a manager has sons and/or daughters eligible for the draft, and wishes to draft them, he/she must submit the option in writing. The manager is required to exercise the option at or before the close of the specific draft round, depending on League Age of the sons and/or daughters. Parent/manager option takes priority over any other options.

#### 3. Sons/Daughters of Coaches

An appointed coach (maximum of two (2) in the Minor League), through the manager, may exercise an option in writing to the Player Agent.

#### Draft Rounds

If an option is submitted in writing for the son and/or daughter of a manager or coach, such candidate must be drafted in or before the following round. The average score is based on the overall rating of each manager and the Player Agent or designated league official in charge of the draft:

#### Round Average Score

1	25-24
2	23-22
3	21-20
4	19-18
5	17-16
6	15-14
7	13-12
8	11-10
9	9-8
10	7-6
11	5-0

## **Playing Rules**

The Minor League Division is affiliated with Cal Ripken Baseball and is governed by the latest issue of the Cal Ripken Rule Book. In addition, the following local rules have been also adopted.

3.7 Each player must play a minimum of 6 consecutive outs in the field and get 1 at bat per game. If the game is shortened due to weather or darkness, minimum play does not have to be fulfilled. If a player does not meet the minimum player requirements, the following penalty will be enforced:

First infraction – A warning will be given to the manager. Player in question must complete his/her minimum playing time from the previous game AND fulfill the minimum requirements for the new game before being replaced in the lineup.

Second infraction – Same as first infraction except the manager is suspended for a game.

Third infraction – Same as first infraction except the manager will appear in front of the Board of Directors.

3.8 There is no 10 run mercy rule.

3.9 No player shall square off to bunt and then swing away at the pitch. The batter shall be called out.

3.10 No on deck batters will be used.

3.11 Head first sliding is not permitted to a base. Only head first sliding back to a base will be allowed.

3.12 Player and/or coach ejections are for that game only. The President will determine any further punishment.

3.13 A continuous batting order will be used.

3.14 Teams will bat until they have three (3) outs or five (5) runs have scored, whichever comes first for the first 4 innings of each game. For the remaining innings, teams can score an unlimited number of runs until three (3) outs have been made. Note: Each game must include a minimum of one (1) inning with unlimited runs.

3.15 Teams will be allowed a maximum of two (2) steals per inning. Advancement on a passed ball is considered a steal. If a runner is caught stealing the steal attempt shall not be counted. Stealing home is not permitted. No runner advancement is permitted on an overthrow/error committed while defending a steal attempt.

3.16 Teams will be allowed one base on an overthrow and/or error on a put out attempt.

3.17 Teams will be allowed to play a game with eight (8) players but no less.

## **Section 4**

### **Rookie League Division**

4.1 There is no draft in the Rookie Division. Players will be placed on teams by the Director of Rookie. In the event there is no Director of Rookie, the Player Agent will assume the responsibility.

4.2 A player who is league age 5, with 1 year of Tee Ball, may be considered for advancement to Rookie Division if mutually agreed to by the Player Agent and Director of Rookie.

4.3 Director of Rookie shall develop and communicate a practice plan prior to the season for coaches to follow

4.4 Director of Rookie shall hold a manager/Coaches meeting to distribute equipment and outline Rookie Division rules.

#### **Playing Rules**

4.5 A continuous batting order will be used.

4.6 Teams will bat until they have three (3) outs or five (5) runs have scored, whichever comes first for each inning of the entire game.

4.7 Pitchers shall throw from one knee

4.8 Each batter will receive a maximum of five (5) pitches to try and hit. If the batter does not hit the ball, the batter shall be called out.

4.9 Teams will be allowed one base on an overthrow and/or error on a put out attempt but may NOT advance on a second overthrow and/or error on put out attempt within the same play.

4.10 Stealing is not permitted.

4.11 Sliding is not permitted.

4.12 Bunting is not permitted.

4.13 A fourth outfielder may be placed on the field defensively, which will allow for a possible of (10) players placed on the field defensively. A fifth infielder shall not be used. The extra players will remain in the batting order and will be placed in the field defensively after the first inning. With each new inning the coach must rotate the extra players in the field and new players must sit the bench for the next half inning.

4.14 Teams will be allowed to play a game with however many players show up for the game.

4.15 Weekday scheduled games will not start earlier than 6pm and will not exceed 1 hour 45 minutes or 6 complete innings, whichever occurs first.

4.16 No player is permitted to sit the bench more than once unless a special situation, such as an injury, warrants such action

4.17 Coaches must rotate players so that they do not play the same position twice

4.18 Coaches will keep score to determine a winner however standings shall not be recorded.

## **Section 5**

### **Tee Ball Division**

5.1 There is no draft in the Tee Ball Division. Players will be placed on teams by the Director of Tee Ball. In the event there is no Director of Tee Ball, the Player Agent will assume the responsibility.

5.2 Director of Tee Ball shall develop and communicate a practice plan prior to the season for coaches to follow

5.3 Director of Tee Ball shall hold a manager/Coaches meeting to distribute equipment and outline Tee Ball Division rules.

### **Playing Rules**

5.4 Each player on the team will get to bat each inning.

5.5 No batter or runner will get out.

5.6 Batter and runner are only allowed to advance one base.

5.7 The last batter in each inning will get a “home run”

5.8 Scheduled games should include at least 45 minutes of practice and no longer than 45 minutes of game play. Games shall not exceed 3 innings.

## **Section 6**

### **Major and Minor League Division Playoffs**

6.1 All teams will qualify for the playoffs based on their record for the regular season.

6.2 Based on a four (4) team division, in the semifinal round, the first place team will play the fourth place team, and the second place team will play the third place team in the best two (2) out of three (3) game series to determine the teams that will play for the league’s championship. The championship series will also be a best two (2) out of three (3) series.

6.3 The team that finished highest in the standings at the end of the regular season will have home team advantage for the first and third game in the semifinal and final rounds.

6.4 The President or his/her designated representative (must be an officer) will schedule all playoff games. Any game that is postponed for any reason must be approved by the President.

6.5 The President or his/her designated representative (must be an officer), will be present at all playoff games. This person, acting as an agent of the league, will intervene in any and all disputes concerning playing field conditions prior to the start of the game. This person will be responsible for contacting the League Umpire in Chief, if requested by the umpire in charge of the game, to handle any protests based on interpretation of playing rules. Judgment calls cannot be protested.

6.6 The pitching rules for the playoffs will be in accordance with the Official Babe Ruth League, Inc. Rule Book for tournament pitching.

6.7 Innings pitched will be reset at the beginning of each new round of the playoffs.

6.8 A complete 6 inning game, or 5 ½ innings in the home team is leading, must be played in the playoffs. If a game is called due to darkness or weather, the game will be picked up where it left off the next calendar day.

## Section 7

### Tournament Teams

#### 7.1 Process for selecting Tournament Teams:

A. Each team Manager will nominate players from their team to be considered for the Tournament Team, and present their players in a prioritized order.

B. Each Manager will score the list of nominated players whom they feel is the highest skilled player. The player they think is the highest skilled, receives 10 points, second highest skilled 9 points, and down the line to 1 point.

C. Managers cannot vote for their own players. After all the voting is done, the ballots are secretly counted and the players with the highest totals are the team.

D. The ten (10) players who receive the most votes will make the Tournament Team roster.

#### 7.2 The Manager has the last picks to finish the team.

#### 7.3 Selection of Tournament Team Manager and Coaches

Any Major League Manager or Coach (10, 11 and 12 year old Tournament Teams) or Minor League Manager or Coach (9 and 10 year old Tournament Teams) who is interested in being the Tournament Team Manager or Coach, may submit a letter of interest to the President at least two weeks prior to All Star selections. The President will appoint the Tournament Team Manager and Coaches will approval from the Board of Directors.

## **Section 8**

### **Conduct**

8.1 The Board of Directors shall discipline members of the local league (including Managers, Coaches, Parents, Umpires, Players, and other league Officials) for significant rules violations, violation of the Code of Conduct, or other situations as deemed appropriate or necessary. Discipline may include, but is not limited to: written warnings, suspension, or expulsion from the League.

8.2 Members who display threatening behaviors, physical or verbal abuse shall be subject to disciplinary action as deemed appropriate by the Board of Directors, up to and including expulsion from the League.

8.3 Players, coaches, and spectators are not permitted to direct negative comments toward opposing players or coaches at any time. H.Y.B. encourages all participants to keep their comments of a positive nature. Verbal abuse towards any player, coach or umpire from spectators will result in an automatic ejection from the ballpark. Failure to leave the facility on the request of the umpire or league official will result in the suspension of the game and possible police involvement.

## **Section 9**

### **Complaint Procedures**

9.1 All complaints are to be handled in a timely and civil manner, abusive language by the complaining party will not be tolerated.

9.2 The procedure for handling complaints will be as follows:

Complaints will first be addressed by the parents and manager. If the complaint is not resolved it will be brought to the division Vice President. The next step will be to bring the matter to the League Vice President who if necessary will bring the matter to the President and/or the Board of Directors.

## **Section 10**

### **Financial Management**

10.1 The Board of Directors shall have the final decision in all matters pertaining to the finances of Hubbardston Youth Baseball.

10.2 Directing the expenditures of such shall give no individual or team an advantage over those in competition.

10.3 The President or any member of the Executive board may spend up to \$500 per incident in operating expenses with the consent of at least two (2) other executive board members. Any amount above \$500 unless in an emergency situation, can be approved by a unanimous vote of the Executive Board or majority vote of the Board of directors.

10.4 The Board of Directors shall not permit the disbursement of funds for other than the conduct of baseball or normal business expenses to keep the league running smoothly and properly.

10.5 All monies received shall be deposited in a designated local banking facility, and all disbursements shall be made by check or debit card. The Treasurer or other officer as determined by the President shall sign all checks.

10.6 The Treasurer shall at all time keep full and correct books of account which shall be open to the inspection of any member of the Board of Directors or to the public. He/she shall make a detailed report annually and monthly and shall make such other reports and statements as the Board of Directors from time-to-time may require. He/she shall keep on file proper vouchers and receipts for all expenditures made on behalf of the league.

## **Section 11**

### **Convictions**

11.1 UNDER NO CIRCUMSTANCES SHALL ANY PERSON WHO IS A KNOWN CHILD-SEX OFFENDER BE PERMITTED TO HOLD ANY OFFICE OR POSITION IN THE LOCAL LEAGUE OR ANY OTHER LEVEL OF H.Y.B.. ADDITIONALLY, ANY PERSON CONVICTED OR ACCUSED OF A CRIME INVOLVING OR AGAINST CHILDREN (to include but not limited to M.G.L. Ch265 and Ch272) SHALL NOT BE ALLOWED TO HOLD ANY POSITION IN THE LOCAL LEAGUE.

11.2 Any person with a serious drug conviction, exception after 7 years with no further problems, shall not be allowed to hold any position in the Local League

11.3 H.Y.B. Board has the authority to make determinations based upon facts and circumstances presented to them on individual situations. H.Y.B. board has the final say as to whether a person may participate in the Local League.

11.4 In the case of a tie vote by the H.Y.B. Board, the President will make the final decision as to whether or not a person would be allowed to participate.