

# ROCKETTES FASTPITCH SOFTBALL ASSOCIATION BY-LAWS

## MISSION STATEMENT

Rockettes Fastpitch Softball Association is committed to helping girls grow as athletes and individuals by teaching fundamentals, sportsmanship, and resilience through the game of softball.

## ARTICLE I - IDENTIFICATION AND PARTICIPATION

1. The name of the organization shall be known as Rockettes Fastpitch Softball Association. (Hereafter referred to as RFSA.)
2. RFSA participates in league play governed by the rules and regulations of:
  - a. South Central PA Softball.
3. RFSA is a dynamic organization that can participate in other leagues, including those initiated by RFSA itself, as warranted or desired by its membership.

## ARTICLE II - PRINCIPAL OBJECTIVES

1. The principal of the RFSA shall be to promote youth softball.
2. To teach and maintain a high standard of sportsmanship.
3. To develop the mental, moral, and physical character of youth girls without distinction as to race, religious creed, or national origin.
4. To provide and maintain suitable fields necessary for the furtherance of the objectives of this organization.

## ARTICLE III - MEMBERSHIP

1. Membership in RFSA is open to anyone in the Spring Grove and surrounding areas. Members are responsible for understanding and facilitating the accomplishment of the principal objectives per Article II above, and for adhering to all rules and codes of conduct established by RFSA Board of Directors and the league(s) included in Article I above.
2. Classes of Members -
  - a. **Players:** RFSA rostered players (Players do not have any rights, duties, or obligations in the management of RFSA.)
  - b. **Regular Members:** RFSA parents/guardians, and coaches (18 years and older).
  - c. **Officers:** The positions of Field Maintenance & Equipment Manager, Player Advocate, and Coach Liaison are the officers.

- d. **Executive Officers:** The positions of President, Vice President, Secretary, and Treasurer are the Executive Officers.
3. Discipline, suspension or removal of any Player, Regular Member, Officer, or Executive Officer; that in the opinion of the Board of Directors is detrimental to the organization, shall require a 2/3 majority vote of the Board of Directors. It shall further be required that advance notice of the intent thereof be given to the member in question. Such matters shall be considered personal and will occur during a closed-door meeting with the Board of Directors excluding member(s) in question.

#### **ARTICLE IV - BOARD OF DIRECTORS & DUTIES**

1. The Board of Directors is responsible for making sound decisions on all matters affecting the business and operations of RFSA to keep the organization viable and solvent. The Board of Directors shall consist of 7 members (4 executive officers: President, Vice President, Secretary, Treasurer. 3 officers: Field Maintenance & Equipment Manager, Player Advocate, Coach Liaison).
2. Any member of RFSA that is committed to supporting the principal objectives of the organization and is in good standing\* may become an Officer or Executive Officer of RFSA following the rules of nominations and elections.
3. The elected Officers and Executive Officers shall serve a two-year term with transitions beginning at the December election meeting. The President, Secretary, & Player Advocate will be elected in the odd years. The Vice President, Treasurer, Field Maintenance & Equipment Manager, and Coach Liaison will be elected in the even years.
4. There is no limit to the number of terms a person may run and serve on the Board of Directors.
5. If undue circumstances arise that do not allow elected Officers or Executive Officers to fulfill their duties, they must give a 1 month written notice in order to be considered for a Board Member position in the future.
  - a. Less time can be requested for extenuating circumstances and be submitted to the remaining Board of Directors for approval.
  - b. If less than required notice is provided without an approved exception from the Board of Directors you will not be eligible for consideration for future board positions.
6. Job Descriptions for Executive Officers and Officers:

##### **President**

- Shall act as a liaison to the Township, Recreational Board, Participating Leagues, Organizations, and Committees in charge of Fields.
- Shall ensure that all complaints, irregularities, and conditions detrimental to RFSA are investigated and reported to the Board of Directors.
- Shall provide an agenda for and lead all meetings.
- Shall administer the ordering for uniforms and spirit wear.

- Shall be responsible for overseeing registration, maintaining, and updating the website and all calendars for RFSA.
- Shall oversee the planning and organization of special events such as Opening Day and End of Year Celebrations, etc.
- Oversee all assigned tasks.

#### **Vice President**

- Shall assist the President in the fulfillment of their duties.
- Shall serve in the role of President in the event of their absence or illness.
- Shall assist the Secretary in the fulfillment of their duties.
- Shall be responsible for maintaining and upholding the Bylaws.
- Shall participate in all investigations.
- Shall be responsible for the creation and management of new policies.
- Shall oversee coach training at the beginning of each season.

#### **Secretary**

- Shall record attendance and meeting minutes. Minutes must be presented to the Board for approval within one week of the meeting.
- Shall maintain email contact list and all necessary records for RFSA.
- Shall conduct general correspondence from Rockettes Fastpitch Softball Association to its members.
- Shall manage posting notices, photos, and updates to RFSA Facebook page.
- Shall assist the President in planning and organizing special events such as Opening Day and End of Year Celebrations, etc.

#### **Treasurer**

- Shall handle all monies and funds of RFSA.
- Shall keep full and accurate records of all financial transactions and present those records at the Board Meetings.
- Shall be responsible for all financial and tax reports as required by law.
- Shall organize and implement all Fundraising and Sponsorship activities after board approval.
- Shall flow all communications regarding Fundraising through the Secretary.

#### **Field & Equipment Maintenance**

- Shall be responsible for the inventory, distribution, collection, and security of all playing equipment and keys/locks owned by RFSA.
- Shall assess the quality of equipment and compose lists of needed equipment to report back to the board of directors.
- Shall be responsible for changing any codes on equipment buildings.
- Shall be responsible for seasonal field maintenance at the fields RFSA uses for games and practices.
- Shall meet with coaches prior to each season to show them proper field setup for games.

#### **Player Advocate**

- Represents the interests of all players at every level of RFSA.

- All player issues should first be handled by the coach. If there is a problem at the team level that cannot be resolved with the coach first, it should be escalated to the Player Advocate.
- In the event an issue is brought forward by the player/parent/guardian after team placement and before the start of the season, the Player Advocate shall utilize player evaluation statistics and coaches' recommendations in discussions with the whole board on where to place a player within the organization.
  - Placement issues need to be voted on by the board of directors. majority rules.
- In the event the issue involves the Player Advocate the President will step into this role.
- This position should be filled by a non-coach or non-coach spouse. If all other options have been exhausted the board of directors will vote on remaining candidates prior to the day of elections.

#### **Coach Liaison**

- Shall facilitate discussion and resolve disputes between coaches, coaches and parents, and coaches and the board.
  - Shall ensure all coaches are current on their background checks and all proper clearances have been turned in prior to a coach working with the players.
  - Shall work with the Vice President on coach training.
  - This position should be filled by a non-coach or non-coach spouse. If all other options have been exhausted the board of directors will vote on remaining candidates prior to the day of elections.
7. Vacancies on the Board of Directors that occur between elections shall be filled by appointment of  $\frac{2}{3}$  majority vote of all current Board of Directors at any prescheduled meeting or special meeting called for that purpose.

### **ARTICLE V - MEETINGS, NOMINATIONS, AND ELECTIONS**

#### **1. Meetings -**

- a. There shall be 4 public meetings per calendar year that will occur in the months March, June, November, and December.
- b. There shall be 3 closed door working meetings for all Board Members. Meeting time and location shall be at the recommendation of the President.
- c. The President may call a special meeting at any time and shall preside over such meetings.
- d. Notice of public Board Meetings shall be posted on the website & calendar for all members to reference. This notice should include the date, time, and location of the meeting.
- e. A quorum ( $\frac{2}{3}$ ) of the Board Members must be present (to include the President or Vice President) to enact or implement any decisions affecting the business of RFSA.



- i. In the event of a tie, the President shall be the deciding vote.

## 2. Nominations -

- a. Take place at the November meeting.
- b. Any member in good standing\* may nominate a candidate at the November meeting when called for by the President (providing said candidate is in good standing\*).
- c. Any member nominated for office should be present to confirm acceptance of the nomination when possible.
- d. All nominees for office may address the Board of Directors for up to 2 minutes.

## 3. Elections -

- a. Take place at the December meeting.
- b. All existing Board Members and nominees must be present at the December meeting.
- c. New Officers/Executive Officers will begin the transition into their respective positions in December with the assistance from incumbents as needed.
- d. Any member in good standing\*, who has attended all 4 public meetings shall be eligible to cast a vote at the annual election meeting in December.

## **ARTICLE VI - COMMITTEES**

1. Any member of the Board of Directors shall have full authority to establish a committee under their direction.
2. The committee shall be limited to performing the duties as listed under their Board Member job description.
3. The committee will report directly to the Board Member who has established said committee.
4. Any Board Member who establishes a committee shall oversee said committee and be liable for any actions or inactions of said committee.

## **ARTICLE VII - SEASONS**

1. As determined by the leagues included in Article I above.

## **ARTICLE VIII - RULES OF PLAY**

1. As determined by the leagues included in Article I above.

## **ARTICLE IX - FINANCES**

1. The RFSA fiscal year shall be from January 1st through December 31st.
2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (C) (3) purposes. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provisions of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section (C) (3) of the Internal Revenue Code (or corresponding section of any future federal tax code) or (B) by organization, contributions to which are deductible under Section 170 (C) (2) of the Internal Revenue Code (or corresponding section of any future Federal tax code.)
3. Compensation for services rendered will be given based on the following:
  - a. All Board Members as defined in Article IV.1 will receive 1 free registration per season, two in a calendar year.
  - b. All Board Members as defined in Article IV.1 will receive 1 free spirit wear item per season, two in a calendar year.
4. All checks or demands for money shall be signed by the Treasurer after the presentation of proper documentation.
  - a. In the absence of the Treasurer, the Vice President may step into this role and sign checks.

## **ARTICLE X - CONDUCT OF BEHAVIOR**

1. All members, including players, parents, coaches, Officers, and Executive Officers, are responsible for good behavior at all events in which RFSA participates. Good behavior is defined as following all items listed in the principal objectives in Article II and following all rules and regulations governed by the leagues listed in Article I. The officers and executive officers of RFSA will work with all league officials to ensure that members of RFSA are in compliance with all established rules and regulations.
2. All members, including players, parents, coaches, officers, and executive officers shall file with the organization a code of conduct as prescribed by the Board of Directors.
3. If any member conducts themselves in such a way that does not support RFSA principal objectives in Article II and/or violates the rules and regulations set forth by the leagues listed in Article I, then the member will be subject to disciplinary action (see RFSA Discipline Policy) up to and including termination of membership.

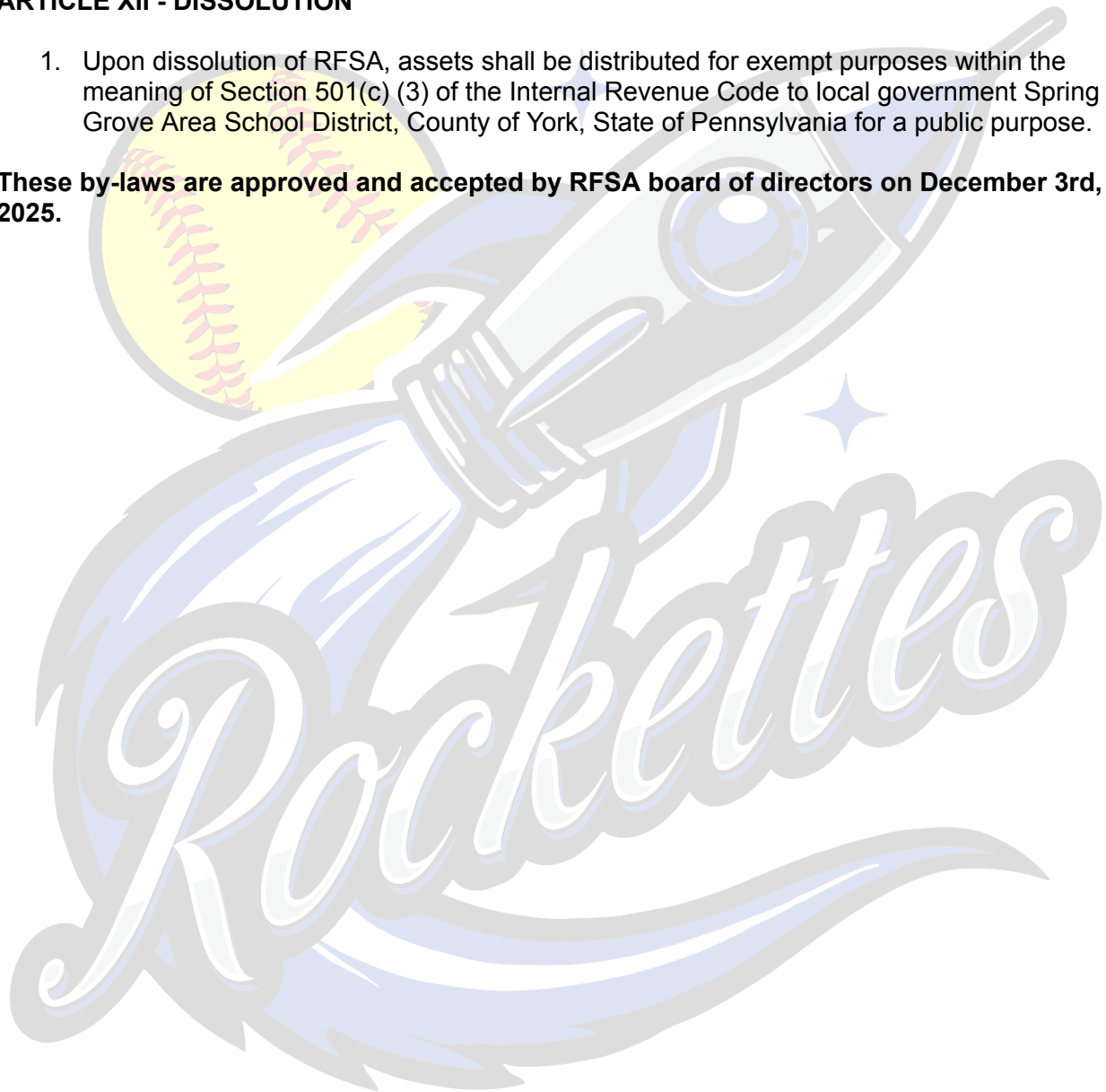
## ARTICLE XI - AMENDMENTS TO THE BY-LAWS

1. The By-Laws may be amended, adopted, or repealed at the annual meeting by a two-thirds vote of the Board Members present.

## ARTICLE XII - DISSOLUTION

1. Upon dissolution of RFSA, assets shall be distributed for exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code to local government Spring Grove Area School District, County of York, State of Pennsylvania for a public purpose.

**These by-laws are approved and accepted by RFSA board of directors on December 3rd, 2025.**



*\*Good Standing is defined as an individual who is active and compliant with the organization's rules, including paying dues and fees, adhering to the by-laws, and not being subject to disciplinary action presently or previously.*

## **RFSA BY-LAW ADDENDUM A**

### **EVALUATION PROCESS / TEAM SELECTION**

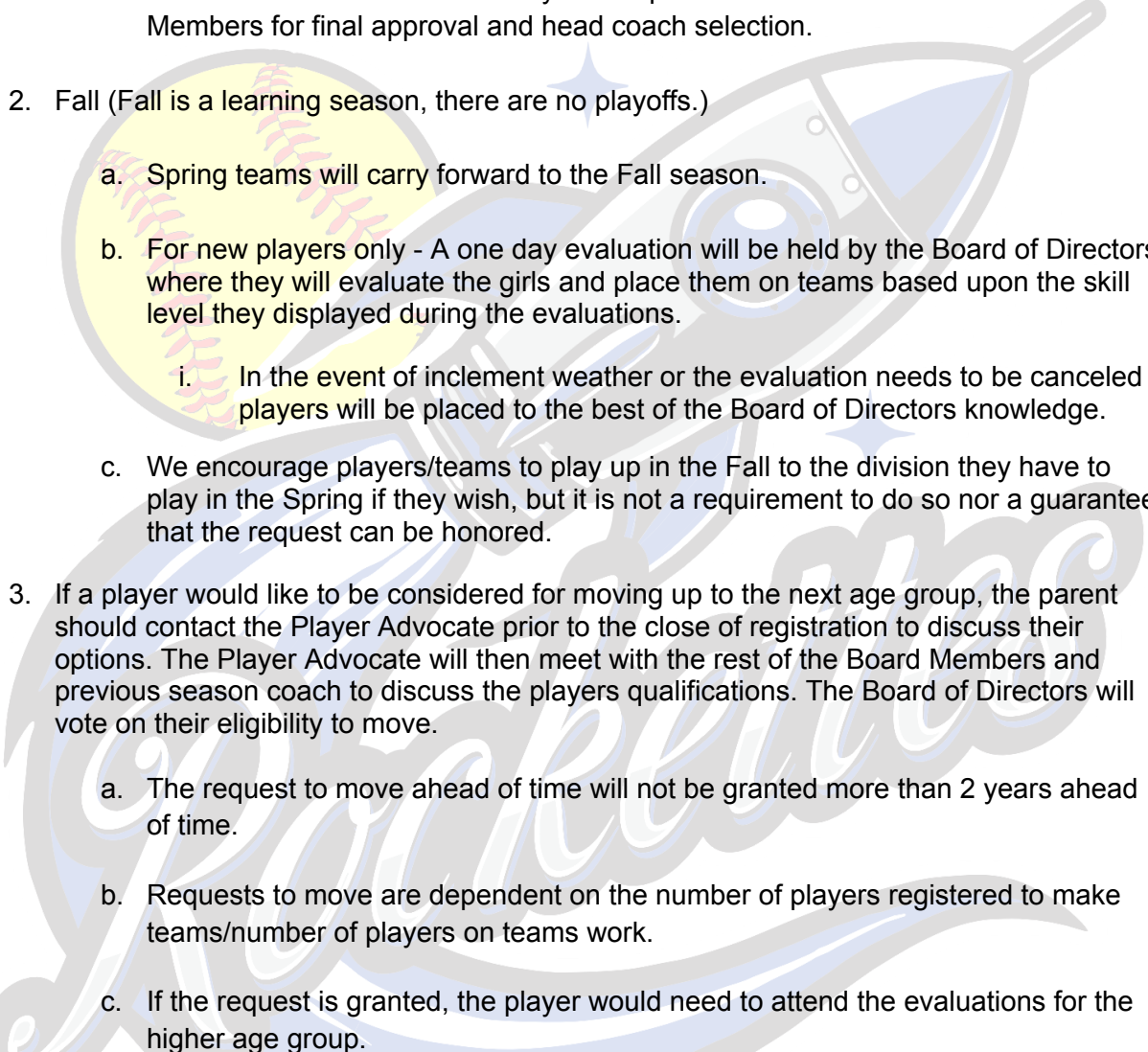
#### **EVALUATION PROCESS**

1. All players registering for 10u and 12u must attend mandatory evaluations.
2. Evaluations will be held during 2 days for each age group
  - a. depending on number of registrants, it is possible that athletes will have one day of tryouts, at the discretion of the Board of Directors.
3. For a complete evaluation, players should try to attend both evaluation dates for their age group, as applicable, but only 1 is mandatory.
4. If a player will not be at both evaluation days it is important to communicate that during evaluation sign ups.
5. Players who are injured and cannot participate in evaluations will not be penalized or cut for being injured but must communicate this upfront in order to be considered in team selection. A doctor's note restricting activity may be requested by the Board of Directors.
6. Players will be scored by independent evaluators. RFSA coaches and/or Board Members may be used to organize drills for evaluations but do not have a say in scores.
7. Each player will be scored on various skills such as throwing, hitting, fielding, game-type situations, and teamwork. Please be aware that players are also being evaluated for their awareness, attitude, and effort.
8. Players that want to be evaluated as a pitcher or catcher must register for that ahead of time during evaluation sign ups.
9. Evaluations are "closed doors".

#### **TEAM SELECTION**

1. Spring
  - a. Team Selection takes place after evaluations are completed.
  - b. Birth year and number of players in each age group must be considered to make each team competitive in a division of play.



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- c. The President and Vice President will work together to determine rosters based on a combination of the scores from the evaluators, and if applicable, the previous season's coach evaluations and any abilities observed at indoor practices attended to determine the best team for a player or to help balance a team.
  - d. Once teams are determined they will be presented to the rest of the Board Members for final approval and head coach selection.
2. Fall (Fall is a learning season, there are no playoffs.)
- a. Spring teams will carry forward to the Fall season.
  - b. For new players only - A one day evaluation will be held by the Board of Directors where they will evaluate the girls and place them on teams based upon the skill level they displayed during the evaluations.
    - i. In the event of inclement weather or the evaluation needs to be canceled players will be placed to the best of the Board of Directors knowledge.
  - c. We encourage players/teams to play up in the Fall to the division they have to play in the Spring if they wish, but it is not a requirement to do so nor a guarantee that the request can be honored.
3. If a player would like to be considered for moving up to the next age group, the parent should contact the Player Advocate prior to the close of registration to discuss their options. The Player Advocate will then meet with the rest of the Board Members and previous season coach to discuss the players qualifications. The Board of Directors will vote on their eligibility to move.
- a. The request to move ahead of time will not be granted more than 2 years ahead of time.
  - b. Requests to move are dependent on the number of players registered to make teams/number of players on teams work.
  - c. If the request is granted, the player would need to attend the evaluations for the higher age group.

## **RFSA BY-LAW ADDENDUM B**

### **COACHES**

#### **COACH SELECTION**

1. Coaches will be selected after teams are decided.
2. Head Coaches will be selected by the Board of Directors.
3. Assistant Coaches will be select by the Head Coaches from a list of registered coaches approved by the Board of Directors.
4. If no candidates are available, the Board of Directors reserves the right to solicit coaches to fill empty positions.
5. To be considered for any coaching position, candidates must register through the RFSA website under opportunities and have all required clearances on file with the Coach Liaison.

#### **DUTIES AND REQUIREMENTS OF COACHES**

1. Clearances
  - a. Coaches must maintain up-to-date copies of the following required clearances on file with the Coach Liaison.
    - i. ACT 34 Pennsylvania State Police Criminal Records Check
    - ii. ACT 151 Pennsylvania Child Abuse History
    - iii. FBI Federal Criminal History Form
    - iv. Arrest/Conviction Report Form
    - v. Mandated Reporter Training Certificate
  - b. Clearances are good for 5 years from the date of issuance and will be kept on record with RFSA.
  - c. Clearances that include findings will be reviewed by the Board of Directors, and approval or denial will be determined on a case-by-case basis.
  - d. No coach may interact with players before submitting all necessary clearances.
2. Primary Objectives
  - a. Upholding the principal objectives outlined in Article II of the by-laws is of prime importance.

- b. Coaches must remember that winning games is secondary, especially in minor divisions of play.

### 3. Player Development

- a. Coaches must instruct and develop fundamental skills as established by the Board of Directors.
- b. Coaches are required to follow all coaching guidelines adopted by the Board of Directors.

### 4. Conduct

- a. Head Coaches are responsible for the conduct of themselves, their players, parents, and Assistant Coaches while at games representing RFSA.
- b. Coaches are responsible for addressing player and parent concerns as they arise
- c. If a problem cannot be resolved by the coach, it may be elevated to the President, Vice President, Coach Liaison and Player Advocate. These parties will meet will arrange necessary meetings and a final decision will be made by the entire Board of Directors. Decisions made by the Board of Directors are final.

### 5. Daily Field Maintenance

- a. Coaches are responsible for daily field maintenance after use. This includes lining, raking, dragging, returning field equipment to sheds, and securing facilities before leaving.

### 6. Gamechanger

- a. Every team is required to maintain a Gamechanger account that will be set up for each team.
- b. There is a Board of Directors account that is required to be listed as staff on each team.
- c. You may choose to also keep a paper score book that will be provided by the league at the scheduling meeting but it is not a requirement.

### 7. Meetings

- a. It is recommended that all coaches attend the RFSA public board meetings.
- b. There may be required coach training meetings or other various coach meetings that will need to be attended.