



## Five Cities Girls Fast-Pitch Softball League

### CONSTITUTION & BY-LAWS

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# Five Cities Girls Fast-Pitch Softball League

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# Five Cities Girls Fast-Pitch Softball League

## CONSTITUTION

### **Preamble**

We, the members of Five Cities Girls Fast-Pitch Softball League, recognizing this softball League as an organization, instituted for the purpose of providing a means to promote girls softball within the League boundaries; and believing that we are responsible for cultivating the camaraderie and interpersonal skills for young ladies that come from participation in the game of softball; in order that we may provide the young ladies of this League with a means of developing skills that will last a lifetime, properly govern this organization, preserve the principals of good sportsmanship and provide for cooperation with other Leagues, do hereby adopt the following constitution and bylaws.

### **Article I: Name and Location**

#### **Section 1. Name**

This organization shall be known as the Five Cities Girls Fast-Pitch Softball League, hereafter referred to as the "League".

#### **Section 2. Location**

The League boundaries shall be the communities of Loomis, Penryn, Newcastle, Auburn, Granite Bay and surrounding areas.

### **Article II Purpose and Objective**

#### **Section 1. Purpose and Objective:**

The purpose of this League is to establish organized softball with ultimate objectives of social, physical, mental, and moral development of girls aged 4 ½ -16 years. A program of friendly competition with the goal of educating players about sportsmanship, teamwork, fellowship, courtesy, discipline, and integrity will be established. All adults will exemplify examples of these ideals, whether involved in the League, League activities or as a spectator.

### **Article III: Northern California Girls Softball Association (N.C.G.S.A.) Membership and Voting**

#### **Section 1. League Membership**

All girls meeting the requirements of age and residence set forth in the Constitution of the League, or any participating adults or parents of League players, shall be eligible for membership.

#### **Section 2. Voting**

Any adult who is a League member shall have one (1) vote in the election process for positions of Board members. They will also have one (1) vote at the general meeting for general membership issues. Persons must be in attendance to vote.

#### **Section 3. Proxy**

No Board member shall cast a vote for another Board member by Proxy. Board members who are going to be absent from a meeting can send a proxy in their place.

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## **Section 4. Motion**

Any matter of business requiring action by the Board may be presented by oral motion. Board members present may vote thereon by simple voice vote. In case of split vote, the President may ask for a show of hands. The minutes shall indicate voting to be denied and or passed and the name of any abstainer.

## **Article IV: Executive Board of Directors**

### **Section 1. Officers**

The Officers of this League shall be elected by ballot vote and be referred to as the Executive Board. The positions of office shall include: President; Vice President; Secretary, Treasurer and Umpire-in-Chief.

In addition to the above-named Officers an advisory position of Past President exists. This is a non-elected position, which may only be filled by anyone who has served as the President of the League. The duties of the position are as follows.

- A. Shall act as an advisor to the President and the Board.
- B. Shall assist any Board member with his or her activities if necessary.
- C. Shall have no authority over matters except for those expressly given by the President and/or Board.

### **Section 2. Term**

The term of office for all officers shall be from August 1st through July 31st each calendar year.

### **Section 3. Vacancies**

Vacancy due to resignation, incapacity, or other reason will be accepted. If an officer of the Board is absent from 3 consecutive Board meetings without explanation then the officer is said to have left his/her position vacant. Vacancies occurring in elected offices before the expiration of that term shall be appointed by the President with the approval of a two-thirds vote of the remaining Board. Said position will be filled until the end of the term at which time the position will be eligible for election.

### **Section 4. Elections**

In April, the President will appoint a nominating committee who will present a slate of Officers by June 1st. Ballots will be prepared and made available to the League's voting members at or before the general meeting in June. Results of the voting will be announced at the July annual meeting.

### **Section 5. Removal and Resignation**

Any officer of the Board may be removed by a quorum vote of the current Board. Request for removal of Board member(s) / coaches / managers should be in the form of a written submission to the Board. Any letter submitted shall first be approved or denied by a majority vote of the Board. Letter(s) approved shall warrant a special meeting of the Board in which both sides of the complaint shall be presented. Individuals listed in the letter will have their opportunity to state their case before the Board in this meeting. Thereafter, a secret ballot vote for the removal of said Board member / coach / manager shall be held in which the members of the Board present at said meeting shall be afforded the opportunity to vote. Resignations will be by written notice to the League. Proxy votes will not be accepted for the purposes of this section. All officers are subject to dismissal for any reason of misconduct or for any act that would discredit the League. Any coach, manager or member of the Board who is convicted of any of the following at any time during their services for the League shall be immediately and permanently dismissed at a special closed session Executive Board meeting.

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- A. Convicted of a felony.
- B. Convicted of a misdemeanor involving:
  - 1. Any sort of lewd or violent act.
  - 2. An act involving the abuse of drugs and or alcohol.
  - 3. An act involving the abuse or neglect of a child/children.
- C. Any other act the Board deems by a 2/3-majority vote to be a detrimental influence upon the children of the League.

The Board reserves the right to implement a criminal background check upon any coach, manager or Board applicant. Any and all said criminal background checks implemented and the information and findings found within shall be held at the utmost discretion and in complete confidentiality within the confines of the Executive Board. A special executive session of the Board will be held to inform applicants of Board and coaching positions of reason(s) they are turned down for a position due to a criminal background check. Any member of the Board that is found by the Board to have breached said confidentiality shall be subject to immediate dismissal.

## **Section 6. President**

- A. Will have served a minimum of one year on the Board of Directors before assuming the office of President.
- B. Is the chairperson of the Board of Directors and will preside at all meetings of the League. The President will have only a tie-breaking vote.
- C. May authorize expenditures up to \$100.00 per action without Board approval. Will notify Treasurer of expenditure and provide League with receipt.
- D. Will serve one term as Immediate Past President to provide for transition between administrations.
- E. Shall prepare and review League budget at the end of each year with Treasurer and Incoming President.
- F. Shall be responsible for arranging for team and League insurance.
- G. Shall have authority to take immediate disciplinary action against any Coach, Manager, or League member for any serious violations of these by-laws.

## **Section 7. Vice President**

- A. Shall act as an aide to the President and preside in the Presidents absence.
- B. May request special meetings with the Board for unresolved issues.
- C. Shall create and maintain a budget for related expenses.
- D. Shall serve as the chairperson of the Rules Committee.

## **Section 8. Secretary**

- A. Shall maintain records of business transacted at each meeting and provide a copy of the minutes to the Board members at the next regularly scheduled meeting.
- B. Shall maintain a running history of the League.
- C. Shall create and maintain a budget for related expenses.
- D. Shall create the League handbook.

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## **Section 9. Treasurer**

- A. Shall receive and distribute all funds of the League as authorized by the Board.
- B. Shall keep all financial records.
- C. Shall be responsible for prompt payment of League insurance bills.
- D. Shall create and maintain a budget for all League expenses and office related expenses.
- E. Shall provide a monthly financial statement at the Board meeting.
- F. Shall be the League candy coordinator.

## **Section 10. Umpire-In-Chief**

- A. Will receive all official protests from team managers for presentation to the Board.
- B. Will make arrangements for umpires, both paid and volunteer.
- C. Shall be primary contact for all Umpires and Scorekeepers.
- D. Shall assist in training and supervision of all Scorekeepers.
- E. Shall create a budget and maintain the finances and related records for the umpiring crew.

## **ARTICLE V Amendments**

The officers of the League shall adopt and may from time to time revise the Constitution and Bylaws as may be required to carry out the objectives. Proposed changes will be submitted in writing to the Chairman of the Rules Committee. The Vice President of the League will serve as the Chairperson of the Rules Committee, and shall appoint a minimum of 3 volunteers to said committee. The Rules Committee will present the proposed change(s) and the recommendation of the Rules Committee at the next League meeting. Approved changes will be published in the form of page changes to these Bylaws by the following month. Approved changes will be voted on one meeting after said changes have been published. The Constitution can only be amended at the Annual meeting (July) with  $\frac{3}{4}$  of the current Board of Directors voting in favor of the amendments. The Bylaws can be amended at any general meeting with a quorum vote of the current Board of Directors voting in favor of the amendments. Fifty percent plus one of the current Board of Directors shall constitute a quorum. Without a quorum, the Board can conduct no official business requiring a vote. A complete history of the amendments to the by-laws shall be recorded in the files of the League and be maintained by the Secretary.

## **ARTICLE VI Parliamentary Authority**

The rules contained in Roberts Rule of Order shall govern this League in all cases to which they are applicable and in which they are not inconsistent with the bylaws of this League.

## **ARTICLE VII Capital and Uses**

### **Section 1. Capital and Uses**

The capital of this League shall be obtained through fees of membership, fund-raising promotions, voluntary donations, and tournament proceeds. This League shall be a non-profit organization and shall be categorized by the IRS as a 501(c) 3. The organization shall not be conducted or operated for profit and no part of any profits or any remainder or residual or donation to the League shall benefit any member or individual.

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## BYLAWS

### **Article I. Board of Representatives**

#### **Section 1. Board of Representatives**

Shall consist of the above-mentioned Officers and the following representatives to be referred to as chairs; Little Ladies, Rookie, Minor and Major Division Representatives; Winter ball Commissioner; Snack Bar Coordinator; Sponsors; Publicity; Registrar; Field Coordinator; Player Agent; Uniform Coordinator; Equipment Manager; Umpire Coordinator; Umpire-in-Chief; NorCal Representatives (2); Webmaster; Coaches Coordinator, ASA Coordinator. It shall be the duty of the elected Officers to appoint qualified people for committee chair positions as necessary for the operation of the League.

#### **Section 2. Powers**

The powers of this League shall be exercised by the Board of Representatives, which shall be composed of all chairs and the Executive Board.

#### **Section 3. Qualifications of Representatives.**

Persons designated as representatives shall be members of the League. Members will be at least 18 years of age by the start of the fiscal year.

#### **Section 4. Term**

The term of office shall be from August 1st through July 31<sup>st</sup> each calendar year.

#### **Section 5. Vacancies**

Vacancies occurring in the Board of Representatives before the expiration of that term shall be appointed by the President with the approval of a two-thirds vote of the remaining Board.

### **Article II Meetings**

#### **Section 1. Annual Meeting**

An Annual Meeting will be held for the purpose of conducting the election of Officers. If any positions are not filled by election, the President may fill these positions by appointment with the approval of the elected Board members. The Annual meeting will be held in July

#### **Section 2. General Meeting**

General meetings will be held each month on the first Thursday of the month unless otherwise agreed upon by the Board. General meetings are held every month except July (Annual Meeting) and August (no meeting at all). All officers and members of the Board are required to attend all general meetings and the annual meeting. The Board may dismiss any Board member or officer missing more than 3 meetings without Board approval.

#### **Section 3. Notice of Meeting**

At least seven (7) days in advance of each Board meeting, notice of the meeting shall be given to the members in such a form as authorized by the Board.

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## **Section 4. Special Meetings**

The Board or the President at their discretion may call special meetings. Upon written request of at least ten (10) League members, the President shall call a special meeting to consider a specific request.

## **Section 5. Transaction of Business**

Meetings of the Board shall be held as required for the transaction of business after all Board members have been notified of the time and place. A quorum of Board members, (one plus half of the current number of Board members), must be present at a meeting for the purpose of transacting business. No executive session Board meeting shall take place unless covered by the Constitution and Bylaws. The rules contained in Roberts Rule of Order shall govern this League in all cases to which they are applicable and in which they are not inconsistent with the by-laws of this League

## **Section 6. Order of Agenda**

All League hearings shall be conducted in accordance with the agenda, which shall enumerate the topics and cases in the following sequence:

- A. Roll call
- B. Finding of a quorum
- C. Approval of previous meetings minutes
- D. Approval of the Treasurers report
- E. Correspondence
- F. Unfinished business
- G. New business
- H. Representatives Reports
- I. Adjournment

## **Article III: Finances**

### **Section 1. Registration and Sponsor Fees**

- A. The Board at the September general meeting before each season's sign-ups will determine registration and sponsor fees. The fees shall be initiated to defray the operating expenses of the League. The Board in the event of hardship situations may approve deferred payments.
- B. ASA player fees will include socks, shirts, shorts, team bags, equipment and other items so specified by the League through the ASA Coordinator and ASA Managers. A portion of these upfront fees may be reimbursed from the profits of the League sponsored ASA tournament. An important goal of the League-sponsored ASA teams is to qualify and participate in at least one national tournament; this cost will be additional and one that shall be borne solely by the ASA players involved (it is suggested that fundraising be considered as a means of financing a portion or all of this cost). Players and parents will be notified of these terms during the selection process.
- C. Registrations should be mailed to: Five Cities Girls Fast-Pitch Softball League P.O. Box 1134, Loomis, CA 95650.



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## **Section 2. Equality**

The Board shall decide all matters pertaining to the finances. No individual team shall have an advantage over any other team in regard to expenditures. No girls will be refused the opportunity to play due to financial hardship.

## **Section 3. Authorization**

The Treasurer or the President will sign checks. In case of absence of the President the Vice President may sign. No one person can approve payment and sign a check for any amount over \$500 without Board approval.

## **Section 4. Federal and State Reporting Requirements**

The Treasurer shall be responsible for annually filing all required Federal (IRS) and State Tax returns. These returns are public information.

## **Section 5. Audit**

The Treasurer's books shall be audited after the end of the League current Board term of office, (fiscal year ending July 31) or more often if the Board so desires. The auditor shall be a designee of the Board. The extent of the audit is at the discretion of the Board and the results will be reported to the Board.

## **Section 6. Financial Aid (Scholarships)**

Relief from recreational ball registration fees and uniform costs can be requested via a written or oral request presented to the Executive Board for review. Scholarships will be available at all levels: Spring, All-Star and Winterball.

## **Article IV: Committees**

Committees may be created by the President and charged with such duties, as the President deems necessary or desirable. No Board member shall be required to sit on more than two (2) committees at any one time.

## **Article V: Local Rules and Policies**

### **Section 1. Authority**

All rules and regulations will be based on ASA, NorCal, and Five Cities rules, with NorCal superseding ASA, and Five Cities superseding NorCal.

### **Section 2. Registration**

Girls must present a certified birth certificate at time of registration. Registration forms require the signature of a parent or legal guardian. Registration information will be available to authorized Leagues and associate personnel only. Girls will not be considered registered without receipt of all required information including Registration form, fees, and birth certificate. All outdated registration information will be shredded and disposed of.

### **Section 3. Sponsors**

Sponsors will be allowed to advertise on team shirts, pennants, banners and in game programs, with the exception of anything that may be detrimental to the players, League or NCGSA. Sponsor name MUST be on team banners. Sponsors with daughters on a team may be that team's sponsor.

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## Section 4. Scheduling

- A. No practices will begin prior to February 21st, unless approved by FCGSL board, nor shall there be any scheduled practices on Sundays (Excluding ASA teams).
- B. Each team will have an equal number of home games, when possible.
- C. Regular season games will start the last week of March or the first week of April, weather permitting. All pre-April starts require approval from Nor-Cal.

## Section 5. Local Age Divisions

- A. The division a player will play in is determined by their age on January 2 of that year for which they are signing up to play.
- B. Little Ladies Division (6U) will consist of girls ranging in ages from 4 1/2- 6. Siblings may submit a written request to be placed on the same team
- C. Rookie Division (8U) will consist of girls ranging in ages from 7- 8. Siblings may submit a written request to be placed on the same team.
- D. Mini-Minor Division (10U) will consist of girls ranging in ages of 9-10. Siblings may submit a written request to be placed on the same team.
- E. Minor Division (12U) will consist of girls ranging in ages of 11-12. Siblings may submit a written request to be placed on the same team.
- F. Major Division (14U/16U) will consist of girls ranging in ages of 13-16. Siblings may submit a written request to be placed on the same team.
- G. The 14U and 16U may be combined in the Major Division due to registration numbers, which will be decided by the board prior to the draft.
- H. Girls may play up one Division with the approval of the Board.
- I. Individual cases will be brought to the Board through the affected Division Representatives and the Player Agent.
- J. Managers cannot recruit for their player vacancies; they must take girls from the waiting list.

## Section 6. Safety

- A. No jewelry of any kind is to be worn during games or practices, due to the potential for injuries. Taping of pierced ears is not allowed. Only the player's parents are to remove the jewelry from the player.
- B. Players should wear rubber cleats. Steel cleats are not allowed.
- C. Hair should be secured or braided out of the player's face. Only rubber bands can be used for holding hair (NO barrettes, clips, etc.)
- D. Team members must be kept within designated areas during play (i.e. dugouts)
- E. Any player under a doctor's care must have a doctor's release before she can resume playing for the League.

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- F. All injuries that occur during practices or games must be reported to the League secretary via the team manager on the "Injury Report" form.
- G. Catchers must wear full catchers gear when warming up pitchers.
- H. Batting helmets must not be removed from a batters head while on the playing field. If an umpire feels a batting helmet is intentionally removed, the batter/runner is out.
- I. Form fitting helmets are to be worn by the player for which they were designed. Chinstraps and Face Masks are required on all helmets including form-fitting helmets
- J. The double base (orange) on first must be used as a condition of Insurance under all circumstances.
- K. Sliding is optional. Managers and coaches will decide when a player should slide. However, per ASA rules, the offensive player must avoid collisions.

## Section 7. Local Rules – All Divisions

### A. Pitching

1. The Player Agent will select representatives from each division to form a committee for the purpose of rating the pitchers. The committee for each division will be comprised of five (5) members, nominated and approved by the Board. An individual can serve on more than one of the committees. The duty of each committee is to rate the pitchers for each division, discuss possible pairing (A, B) of pitchers and report to the Board for final approval
2. Pitchers will be selected by a blind draft. Past pitching experience will be noted on sign up card for classification by the Board based on ability. Pitchers will then be drawn until all are placed on a team. No two A pitchers will be allowed on the same team. There will not be more A pitchers selected by the Board than there are teams for each division. All pitchers of record must be selected through the blind draft in order to be eligible to pitch. For this rule, the definition of pitcher of record is any girl that is deemed a pitcher by her League's Board of Directors. Pitching rules from NorCal rulebook section 13 apply. No pitcher may pitch more than 7 innings out of 14 innings of play in a two game set. If a tie occurs, the pitcher of record at the time of the tie may continue to pitch even if it is more than 7 innings. If the tie happens in the first game of a two game set and the pitcher of record has to pitch the extra innings, those innings count against her in her total of 14. If she goes over the 14 in that first game, then she cannot pitch in the second game of the set.
3. Games #1 and #2 are a set of 14 innings, as are games #3 and #4. Byes do count. Postponed games keep their same game number. Thesecond game in a set is always an even number.
4. In all divisions: If a pitcher hits 3 batters in one inning, she is removed from pitching for the rest of the game, at the umpire's discretion based on the girls safety.

### B. Scorebooks

1. Home team will be responsible for recording the official scorebook. Each team must present the line-up to the opposing team ten (10) minutes prior to game/start time and report all substitutions. Managers of each team and the home plate Umpire are required to sign the official scorebook at the conclusion of each game. Scorekeepers are required to sit next to each other to eliminate scorebook disputes.

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2. Official scorebooks will be kept of all games played and will record the playing time of each player, illness, absences, suspensions, injuries, innings pitched by all pitchers and any warnings for misconduct.
3. Lineup card must show batting order of the girls including first and last name, jersey number, field position by number, and any injuries, absences and remaining innings for eligible pitchers.

## **C. Cancellation/Rescheduling**

1. Only the President or designated person has the authority to cancel a game prior to game time due to field and/or weather conditions. Only games cancelled because of field and/or weather conditions shall be rescheduled. Regularly scheduled games shall not be rescheduled unless both teams are unable to field a team for good cause within seven (7) days notification to the President. Both teams must agree to reschedule.
2. The President and/or Vice President will coordinate with the Player Agent the rescheduling of games after discussion with Umpire-In-Chief and Field Coordinator. The Managers of the respective teams will be notified of game time and field. The rescheduled games will be played on the date and time provided to each team unless there has been sufficient notification of the reasons prohibiting either team to appropriately field a team. Failure to provide sufficient notification or justifiable reason, as determined by the President and/or Vice President, Umpire-in-Chief, and Field Coordinator, shall result in a forfeit by the team unable to field a team. Priority of rescheduling of games will be limited to acts of nature. The Managers are not to coordinate rescheduled games amongst themselves. Games suspended because of weather will resume from the exact point of suspension. If a game is called for the above reason and 1 hour and 20 minutes, or 5 innings (4 innings in Rookies and Little Ladies) have been played, the game will be considered complete and scores will be based on last full inning played. All rescheduled games will start with all players of record according to the suspended games scorebook. The Player Agent will do their best to reschedule **all** suspended games. Games will be rescheduled on the first available date after suspension of play in chronological order. If the game is tied and weather or darkness end the game and the game is considered complete, the game will be scored as a half game in standings unless championship berth. At some point however it may become necessary to simply cancel those suspended games altogether especially if they are preseason games.

## **D. Tie Games**

1. If at the end of an inning, time has expired and the score is tied, an attempt **MUST** be made to break the tie, darkness and weather permitting. The extra innings allowed to break the tie are limited to one (1) and International tiebreaker rules will apply.
2. International tiebreaker rule states the last batted out will start on 2<sup>nd</sup> base (tournament play excluded).
3. If the game is tied and weather or darkness ends the game and the game is considered complete, the game will be scored a half game in the standings unless it is the championship berth (tournament play excluded).
4. The standings will be kept for a season to determine a Division champion. There will be no standings in the **Little Ladies** Division. If at the end of the season, a tie occurs between any teams based on points (win=1 point, tie = ½ point, loss=0), the following will be completed, in order, until a winner is determined:

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- a) Compare win / tie / loss record of tying teams against each other only.
- b) Compare runs allowed of tying teams against each other only.
- c) Total runs scored of tying teams against each other only.
- d) Coin toss between tying teams.

## **E. Fields**

1. Home team shall take the third-base side of the field, and visitors will take the first-base side, except during tournament time when the highest seeded team takes the 3<sup>rd</sup> base side of the field.
2. After each game or practice, each team is responsible to make sure the fields and spectator areas are clean and not littered with debris. Home team is responsible for returning all bases and removable pitching rubbers to the equipment boxes/room at games end unless another game is being played immediately following.
3. The use of vulgar language, alcohol, drugs or tobacco on the playing field or dugout area during practices or games is forbidden. SMOKING IS PERMITTED IN PARKING LOTS ONLY
4. During tournament play the highest seed will occupy the third base dugout.

## **F. Games**

1. Forfeit time is game time plus ten (10) minutes.
2. Managers and Coaches are prohibited from instructing and/or coaching the players while they are on the field or at bat from any location other than the dugout or field of play as defined by the Umpire.
3. Games will start at the scheduled time. If a team fails to start play within ten minutes after the Umpire calls 'play ball" that team will forfeit the game.
4. If the home team is ahead by 8 or more runs (Majors), 10 or more runs (Minors), 10 or more runs (Mini-Minors), 12 or more runs (Rookies) at the end of 4 innings, or if the visiting team is ahead by the above number of runs after 5 innings, the game will be over.

## **G. Uniforms**

Players must wear the uniform as furnished by the League. Players will supply their own socks, sliding pants, gloves and cleats. Shirts must be tucked in at all times while on the playing field. If not, this could be cause for the team to be charged with a delay-of-game penalty, as set by ASA standards. No player will be allowed to play out of uniform. Any alterations of uniforms by a team can be cause for forfeiture of the game. Teams may elect to wear shorts or pants. All players must have the same color and style. NO tight fitting or exposing shorts or cutoffs will be allowed. The color of each team's uniforms will be determined by a blind draw at draft night or sponsor preference. All draws are final. There can be no trading.

## **H. Equipment**

The League will not be responsible for any personal equipment and/or items of the players, nor assume any liability for players using personal equipment. Personal equipment is required to meet the specifications and safety standards set by ASA. Pitching machines are to remain at Loomis Park North.

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## I. Medical

Each Manager must always have each player's medical release with her/him at every function, practice, and game, in case of injury. Umpires will check before games. First offense will be a warning. Second offense will result in a forfeit of the game.

## Section 8. Protest – All Divisions

- A. Any manager wishing to protest a rule call of a game must submit \$25.00 cash at the time of protesting. If she wins the protest she will be refunded her money. If she loses the protest, she will forfeit the \$25.00. ASA Rule 11 and the following will apply.
- B. Protests will be discharged through the Executive Board with the support of the Rules Committee as necessary or requested at Executive Committee's sole discretion.
- C. If any committee members are unable to attend or are involved directly or indirectly in the protest, they will be replaced by other Board members in the following order: Player Agent, Registrar, ASA, Publicity, Nor-Cal Reps., Snack Bar, Equipment, Uniform, Sponsor, Division Reps.
- D. Umpire-in-Chief will present the written protest.
- E. Each team will present its case to the committee separately, beginning with the team that filed the protest.
- F. After all presentations are made, the committee will decide the issue with a closed-door vote.

## Section 9. Playing Rules – All Divisions

- A. Each girl present at game time is to play a minimum of 50% of the game minutes in the field. Coaches must account for games that do not run the full allowable innings in the next game. Open substitution shall be employed.
- B. All players will bat throughout the game with field substitutions not affecting the batting order. Batting order shall be rotated from game to game so that each girl gets equal opportunity to bat in the top and bottom of the order.
- C. Rookies will play with a rover (10) players **defensively**, with the tenth player playing anywhere in the outfield, but at least 10 feet behind the baseline. **Mini-Minors**, Minors and Majors play with 9 **players defensively**. Each division can start a game with 2 less players than required before forfeiting a game. Rookies can play a game with 3 less players required before forfeiting a game. You may finish the game with one less player than when the game began.
- D. 5 Run Rule.
  - 1. There will be a limit of five (5) runs per ½ inning in all divisions including playoff and championship games, except 6U (Little Ladies) where noted in specific division rules.
- E. Should a player arrive after the start of a legal game, the player shall be placed at the bottom of the batting order. If the player arrives prior to the start of the third (3rd) inning, the minimum play requirements must still be met. If the player is not able to meet the minimum play requirements because of lack of remaining innings, the team will not be penalized.
- F. Except for the pitcher position, there will be free substitution in the field at any time. The pitcher can be removed from the game and re-enter in the pitching position one (1) time only.
- G. All playing rules shall apply to both the regular season and tournament play.

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- H. The Championship games for each Division during the year-end tournament have no time limit with a Rookie exception (see section 18 rule D). Pitching for the final game is open, with no inning limits.
- I. One (1) pitch to a batter in an inning shall constitute an inning pitched.
- J. Injured Player:
  - 1. When a player is not injured seriously, all efforts should be made to encourage her to continue to play. Once a player has left a game for an injury, she cannot re-enter the game. Under no circumstances may an injured player re-enter a game. If this happens, the player and the manager will be ejected from the game.
  - 2. The umpire must declare the player as an injured player, and this must be noted as such in the official scorebook. If the injured player has not completed her 50% play time, it will be waived.
  - 3. If the injured player is a batter, the player who made the last out may assume the strike count, so the "at bat" may be completed. If the injured player is a runner, the player who made the last out may take her place on the base she reached safely.
  - 4. When the player that left the game is scheduled to bat, her place in the batting order will be skipped to the next batter with no penalty.
- K. When a player leaves a game for any reason other than an injury, an out will be declared for each time at bat, unless the umpire and opposing Coach/Manager/Scorekeeper are notified at the beginning of the game that the player will be leaving.
- L. No batter can be intentionally walked.
- M. There will be 3 minutes to switch from offense to defense between innings at which time the umpire will call "batter up". Within one minute the umpire will begin calling balls and strikes against the offending team.
- N. Each home team will be responsible for providing three adults to work the snack bar on days indicated in the League handbook. A game will not begin until the workers are in the snack bar. The team designated with snack bar duty will forfeit the game if no one from that team works the snack bar during that game.
- O. At each coaches option; a courtesy runner may be used for the catcher with two outs. The courtesy runner will be the last batter to make an out.
- P. No noise or coaching from behind the backstop allowed.
- Q. Defensive players may not say, "SWING" at the batter.
- R. Only positive cheering is allowed from the teams and fans. No cheers are allowed that target a particular playing position. Umpires will take action against offenders.
- S. New inning starts at the time of the last 3<sup>rd</sup> out.

# Five Cities Girls Fast-Pitch Softball League

## **Section 10. Local Rules – 14U/16U (Major Division)**

- A. A standard 12", 375# compression ball will be used.
- B. Innings
  - 1. Games will have a seven (7)-inning limit. No new inning will start after one (1) hourforty (40) minutes or the official time of sunset. In the case of a tie, one (1) extra inning will be allowed to break the tie and International tiebreaker rules will apply. If the game remains tied after an attempt has been made to break the tie, each team will receive a *tie* in their standings. (Tournament play excluded)
- C. Base Running
  - 1. Stealing is allowed in Majors.
  - 2. The dropped third strike rule applies in Majors.
  - 3. Infield fly rule will apply in Majors.
- D. Pitching

Except in a tie game, any pitcher may not pitch more than seven (7) innings in each consecutive group of two games played by her team. The second game is always defined by an even number (games 1 & 2, games 3 & 4, 5 & 6...). A bye is the same as a game played in the pitching rotation. Cancelled games and rainouts are not counted as games played but they do retain their same number in the rotation. The pitcher of record in a tie game may continue to pitch. Those extra innings will count against her in the second game of a set. If she uses all 7 innings in one game than she will not be able to pitch until the new set starts.

## **Section 11. Local Rules – 12U (Minor Division)**

- A. A standard 12", 375# compression ball will be used.
- B. Innings
  - 1. Games will have a seven (7)-inning limit. No new inning will start after one (1) hourforty (40) minutes or the official time of sunset. In the case of a tie, one (1) extra inning will be allowed to break the tie and International tiebreaker rules will apply. If the game remains tied after an attempt has been made to break the tie, each team will receive a *tie* in their standings. (Tournament play excluded)
- C. Base Running
  - 1. Stealing is allowed in Minors.
  - 2. The dropped third strike rule applies in the Minor Division.
  - 3. Infield fly rule will apply in Minors.
- D. Pitching



# Five Cities Girls Fast-Pitch Softball League

Except in a tie game, any pitcher may not pitch more than seven (7) innings in each consecutive group of two games played by her team. The second game is always defined by an even number (games 1 & 2, games 3 & 4, 5 & 6...). A bye is the same as a game played in the pitching rotation. Cancelled games and rainouts are not counted as games played but they do retain their same number in the rotation. The pitcher of record in a tie game may continue to pitch. Those extra innings will count against her in the second game of a set. If she uses all 7 innings in one game than she will not be able to pitch until the new set starts.

## **Section 12. Local Rules – Mini-Minor (10U) Division**

- A. A standard 11" RIF 1 ball will be used.
- B. Innings
  - 1. Games will have a seven (7)-inning limit. No new inning will start after one (1) hour forty (40) minutes or the official time of sunset. In the case of a tie, one (1) extra inning will be allowed to break the tie and International tiebreaker rules will apply. If the game remains tied after an attempt has been made to break the tie, each team will receive a *tie* in their standings. (Tournament play excluded)
- C. Base Running
  - 1. Stealing is allowed in Mini Minors, however a base runner may only advance one base on a steal attempt and may not further advance on an overthrow or error.
  - 2. A base runner may steal home from 3<sup>rd</sup> base. (Home plate is open).
  - 3. The dropped third strike rule applies in the Mini Minor Division.
  - 4. Infield fly rule does not apply in the Mini Minor Division.
- D. Pitching

Except in a tie game, any pitcher may not pitch more than seven (7) innings in each consecutive group of two games played by her team. The second game is always defined by an even number (games 1 & 2, games 3 & 4, 5 & 6...). A bye is the same as a game played in the pitching rotation. Cancelled games and rainouts are not counted as games played but they do retain their same number in the rotation. The pitcher of record in a tie game may continue to pitch. Those extra innings will count against her in the second game of a set. If she uses all 7 innings in one game than she will not be able to pitch until the new set starts.

## **Section 13. Local Rules – 8U (Rookie Division)**

- A. 10" Soft Touch ball will be used.
- B. Innings
  - 1. Games will have a seven (6)-inning limit. No new inning will start after one (1) hour (20) Twenty minutes or the official time of sunset. In the case of a tie, one (1) extra inning will be allowed to break the tie and International tiebreaker rules will apply. If the game remains tied after an attempt has been made to break the tie, each team will receive a *tie* in their standings. (Tournament play excluded)

# Five Cities Girls Fast-Pitch Softball League

## C. Batting

Upon the fourth (4th) ball called by the Umpire, a Coach from the team at bat will pitch to the batter. The Coach must begin the pitch from the pitching plate and will be allowed no warm-up pitches. The batter will begin with the same number of strikes as existed before the fourth (4th) ball. All balls pitched by the coach are considered strikes. The batter's turn at bat will continue until she is out on strikes or the ball is put into play. A batter hit by the Coach's pitch will not be awarded first base. The pitcher for the defensive team must remain in the sixteen (16) foot circle until the ball is put in play. The Coach pitching the ball must safely exit the field without interference or coaching as quickly as possible until the play has ended as signaled by the Umpire calling time-out.

## D. Base Running

1. There will be no stealing.
2. Stopping a play: A play is over when an infielder controls the ball in the infield.
3. Rookies may take a maximum lead of 10' with the pitch of the ball. If she leaves the base before the ball leaves the pitchers hand she is out.
4. Rookies will not have the infield fly rule.
5. Rookies may not advance to first on a dropped third strike. The batter is out.

## E. Tie Breaker

1. Normal tournament tie game rules apply. A runner, (the last out of the previous inning), will be placed on second base in the seventh inning and on third base in the eighth inning.

## F. Pitching

1. Normal pitching rules apply, except no pitcher may pitch more than 3 innings in one game or 6 innings in a 2 game set.
2. All pitchers must start from the pitching rubber. Coaches will see that their Rookie pitchers pitch properly.

## G. Batting/Base running

1. If a batted ball hits a coach while he/she is pitching, the ball is still considered in play.
2. During pre-season play, if a pitch hits any batter and she is able to continue her at bat, she has the choice of taking first base or continuing to bat. After pre-season play, she must be awarded first base if hit by a pitch.
3. If a runner has achieved a base and starts towards the next base before an infielder shows control of the ball, she may advance to the next base with liability to be put out.
4. Once an infielder has control of the ball, a runner is not entitled to the base beyond the one they are approaching.
5. The runner attempts to go to a base beyond the one they are entitled to, and:
  - a) No attempt is made to put her out; the umpire will declare a dead ball and the runner must return to the previous base.
  - b) An attempt is made to put her out, the resulting play will stand.

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## **Section 14. Local Rules – 6U (Little Ladies Division)**

- A. A 10" Soft Stitch ball will be used.
- B. Innings
  - 1. All games are limited to (6) innings. No new inning will start after 50 minutes.
- C. Batting

The Manager or Coach will pitch to her/his own players from the pitching plate. The batter will have four (4) pitches to hit the ball into fair territory. After the fourth (4th) pitch, the batting tee will be used. A batter hit by the Coach's pitch will not be awarded first base, and the pitch will count. The Manager or Coach of the team at bat shall place, adjust, and remove the tee. Some part of the tee must be touching home plate. Once the ball is in place, the batter may not take any practice swings, doing so will result in assessment of an attempted swing. Before the ball is hit, the pitcher must be in the sixteen (16) foot circle. All batters shall bat and the last batter shall run until tagged out at home to end the inning.
- D. Base Running

A base runner may not leave a base until the ball has been put into play by the batter. (Purpose: This rule will help to encourage infield play. Due to the speed of the hit pitch and its infield location, putting an advancing runner out at a base is difficult. This rule will give the fielders a greater opportunity to participate in that kind of play.)
- E. Other
  - 1. Two (2) defensive Coaches may occupy the field and are encouraged to provide instruction without interfering with the play until the play has ended.
  - 2. The entire team shall play on the field.
  - 3. With the exception of the pitcher, there shall be no more than four (4) players on the infield. All other players shall be outfielders and shall be positioned 10' behind base path prior to ball being put into play.
  - 4. There will be no player catcher. An offensive coach will assume the position of catcher.

## **Section 15. Disciplinary Action**

If there is an incident report on file from the previous season (s) between a manager/coach and a player/ player's parents, the incident will be discussed prior to the draft with the affected manager/coach. If the manager/coach feel the situation would be disruptive to the team, the card will be marked as such. The President may immediately suspend any person with a serious enough charge against them to warrant such action, until after a special meeting is held. Persons who fail to comply with all rules and regulations set forth in these bylaws or who falsify any records or applications are subject to disciplinary action. Every effort will be made that such action will not be at the expense of players. It is the responsibility of MANAGERS and COACHES to inform all players and parents of the rules also see Article IV, Section 5 of the Constitution.

## **Section 16. Manager Coaches, or Spectator Ejection**

- A. An umpire may eject a player, manager, coach, or parent from the game when in their opinion the individual is intentionally placing themselves or someone else in jeopardy, creating a safety hazard or displaying un-sportsmanlike conduct.
- B. Within 24 hours of the end of the game, any game Umpire who ejects a Manager, Coach, or

## Five Cities Girls Fast-Pitch Softball League

spectator will, in writing, report the incident to the Umpire-In-Chief and/or the Division Coordinator, identifying the ejected individual and the team with which the individual is associated.

- C. Within 48 hours after being notified by the game Umpire, the Umpire-In-Chief and/or Division Coordinator will, in writing, report the incident to the President, at which time the President will notify the ejected Manager, Coach, or spectator of the term and conditions of his/her suspension.
- D. If it is his/her first ejection of the season, any Manager, Coach, or spectator ejected from a game by the game Umpire will be suspended from the next game played by his/her associated team, in addition to the game ejected from.
- E. If it is his/her second ejection of the season, any Manager, Coach, or spectator ejected from a game by the game Umpire will be suspended from the next three (3) games played by his/her associated team, in addition to the game ejected from.
- F. If it is any Manager, Coach, or spectator's third ejection of the season, they will be suspended for the remainder of the season.
- G. If during the term of his/her suspension, a Manager, Coach, or spectator is present at any game played by the team with which the individual is associated, any completed game(s) will be forfeited to the opposing team.

### **Section 17. Playing Fields**

- A. The baselines and pitching distances for each division's fields will be as follow:
  - 1. Major's - 60' baseline and 43' pitching distance.
  - 2. Minor's - 60' baseline and 40' pitching distance.
  - 3. Mini Minor's - 60' baseline and 35' pitching
  - 4. Rookies – 60' baseline and 30' pitching distance.
  - 5. Little Ladies – 50' baseline and 30' pitching distance.
- B. Diamonds will be chalked as described by NCGSA rules.

### **Section 18. Tournament Play**

- A. Tournament play will be held at the end of the season. Pitching rotation will be in effect except for the Championship game where open pitching is allowed. At the beginning of tournament play, pitching is reset to the first game of a two game set.
- B. Byes are not counted in the two-game pitching set.
- C. Home team is determined by a coin toss. The highest seed will occupy the third base dugout.
- D. All attempts will be made to obtain one adult ASA certified umpire pergame.
- E. A game deciding the League Championship or League Playoff will be played a full 7 innings for Majors, Minors and Mini Minors. Rookies will play a full 6 innings for Rookies with no new inning to begin after two (2) hours.
- F. All protests during Tournament Play will be resolved immediately. Game time and play will be halted and 3 impartial Board members, preferably the President, Umpire-in-Chief and Vice-President will make a determination. Play will then resume.

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## **Section 19. Adult Responsibility**

### A. Manager

1. Team managers will be women/men at least 18 years of age. She may have one head coach and assistants of either sex, with a woman chaperon. Coaches must be 18 years of age. Assistant coaches must be at least 16 years of age. No team functions will be held unless an adult woman is in attendance. No team functions are permitted unless either the manager or head coach are in attendance. If both are absent, the function is not permitted by the league. Each coach, manager or assistant coach must consent to a confidential background check before being selected and approved to coach or manage a team.
2. Each manager should have a team parent meeting at the beginning of the season to explain safety, discipline, substitutions, League activities and their own goals.
3. For disciplinary reasons only, the manager may suspend a player from game play, not to exceed one full game, but must notify the opposing team manager and Player Agent prior to the game, along with the President and Umpire-in-Chief and record the action in the scorebook. This is the only form of discipline by a manager permissible under the rules of NCGSA.
4. Allows only team personnel and players on the team bench.
5. The manager will be given the original "Medical Form in Case of Injury" forms for all of her players and must have these forms in her possession at all practices and games. These forms are needed should a player need medical aid.
6. Team managers must request an additional player from the Player Agent within 24 hours when a player drops from the team. No team may fall below the minimum number of players determined by that season's Board for each division.
7. In the event a manager elects to remove a coach, or a coach elects to remove a manager, they must adhere to the rules set forth in Section 16, with removing party adhering to the responsibilities identified for the Umpire.

### B. Team Organization

1. Obtain a chaperone and scorekeeper.
2. Understand your team players and your responsibilities
3. Select a team captain, if you desire, be fair, assign duties for safety, cleanup etc.
4. Establish good sportsmanship, whether winning or losing, set a good example.
5. Maintain a good Umpire image.
6. Keep bats, balls and other equipment away from the playing area.
7. Know rules of the game,
8. Be prompt to games, practices and meetings. Promote parent participation, promote your sponsor and arrange for the team banner to be made.
9. Work with the team Coach and assistants on lineup, positions and strategy.

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10. Prepare lineups properly and have them ready for scorekeepers before gametime.

## C. Equipment

All equipment received from the League at the beginning of the season must be kept in good condition and returned at the end of the season. Do not loan equipment to other managers. If additional equipment or repair is needed, contact the Equipment Coordinator.

## D. Coach

1. Coaches will help teach the players softball fundamentals.
2. Work together with the manager and assistant coaches to prepare the team lineups, positions and strategy.
3. Know the rules.
4. Be fair, impartial, and patient. Give constructive criticism and advice to all team players.
5. Promote safety and instill good sportsmanship and respect. Conduct his/her self with professional and sportsmanlike conduct at all times.
6. Attend team function, coaching clinics and League meetings.
7. Each Head Coach, Manager and Assistant Coaches must consent to a confidential criminal background check before being selected and approved to coach a team.

## E. Chaperone

1. Assist the manager in assigning treats and snack bar duty, making phone calls and help with team pictures, picnics, parties and fundraisers.
2. Assist with any player needing first aid.
3. Work with manager and coaches to achieve a good team organization.
4. Be aware of safety hazards, and stress safety at all times.
5. Encourage sportsmanship, cooperation and good team spirit.
6. Responsible for coach's and managers "thank you" at the end of theseason.

## F. Scorekeeper

1. Will keep accurate records of each game, keeping the scorebook neat and legible using a pencil at all times.
2. Attend the scorekeeper's clinic.
3. Know lineups and position numbers, keep accurate changes. Spell names correctly, using both first and last names to alleviate any confusion over similar names.
4. Keep track of balls, strikes, and outs and may assist Umpire when asked.
  5. Have the Umpire and managers and/or coaches of each team sign the scorebook at the end of each game.
  6. Record all illness', absences, benching, suspensions and injuries in the scorebook.
  7. Know the game.

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8. Errors should be recorded for Majors, Minors and Mini Minors only. Rookie errors should not be recorded.
  9. Will inform the Umpire at the beginning of the fourth inning in Majors and Minors to check for player changes.
- G. Parents

Parents should conduct themselves in an orderly manner at all times. They should support the League, players, umpires, coaches and managers. The League is a voluntary organization of people who work together to make it successful. Encourage – don't discourage. The presence of parents is encouraged by the League and is a source of encouragement to do well. Information sheets will be provided to all parents at sign-ups.

## **Section 20. Five Cities ASA 'A' Program**

- A. General (**This section does not apply to the Screaming Eagles class 'B' program, a special outline has been established for this program**).
1. The Five Cities ASA Organization will be handled under the FCGSL non-profit organization filing of 501(c).
  2. Funds collected or earned for Five Cities ASA teams will be managed through the Five Cities account. The ASA Coordinator will communicate tournament entry fee payments, uniform payments to the Five Cities Treasurer, who will send payment along with any other information such as a tournament entry form received from the ASA Coordinator or ASA Manager. A separate monthly Profit & Loss Statement along with a season ending (both Spring & Winter) P&L statement will be generated for the Five Cities ASA team(s) funds. Funds collected for/by Five Cities ASA team(s) are to be used exclusively for the operation of the ASA team and/or players.
- B. Eligibility, Tryout & Team Formation Timing Classification
1. All girls who are eligible to play for FCGSL are also eligible to play on the Five Cities ASA team. Additionally, girls that are not eligible to play for FCGSL are eligible to play on a Five Cities ASA team. The possible ASA teams formed will consist of girls meeting the ASA age bracket specifications of 10U, 12U, 14U and 16U.
  2. Eligibility for Five Cities ASA is based on the League conducting skills evaluation tryouts. Each player must participate in at least one of these tryouts; a player may be asked to a subsequent tryout(s) in order to further evaluate her individual skills. The tryouts (at least two) for the Spring/Summer season will be held during the month of January. Tryouts for the Fall/Winter Season will be held during the late-July to early- August time period. The ASA team(s) will be formed by late-January for Spring/Summer and early August for Fall/Winter. Teams will be formed prior to the Spring and Winter League seasons so as not to interfere with the formation of recreational and Winterball teams.
  3. One Manager and 1-2 Coaches will conduct the team's tryouts, assisted by the ASA Coordinator. Up to three Coaches per team may be added after the formation of the team(s). At least one member of each team's staff, either a Manager or Coach, must be an adult woman. Team functions will not be permitted unless an adult woman is in attendance. All Managers and Coaches must be approved by the FCGSL Board at the January Board meeting for the Spring Season and the July Board meeting for the Winter Season.
  4. Each Five Cities ASA team will be classified as follows (ASA or NSA and either A or B) based on the talent level, travel ability, tournament schedule and residency requirements of the players. The Manager will make a recommendation to the ASA Coordinator. The ASA Coordinator will make the final decision and provide notification to the FCGSL Board.

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5. Players are also eligible and encouraged to play in the appropriate Recreational division as well.

## C. Season Timeframe and Tournament Scheduling Guidelines

1. Each Five Cities ASA Team will participate in at least six (6) ASA/NSA tournaments in the Spring/Summer Season. Teams should plan on participating in at least one (1) tournament in March to minimize game conflicts with Recreational games. The Tournament Schedule should be finalized by the end of February so that coordination with the Player Agent can occur to minimize conflict with regular season and tournament games for players involved in both ASA and Recreational teams. Teams with a majority of players that play high school softball will not be able to participate in tournaments until the high school players are released which is in mid to end of May.  
The Spring/Summer Season begins in February with practices and tournaments begin in March and continue through July.
2. The Spring/Summer Season Tournament Schedule will take into account both the FCGSL Opening and Closing Ceremony dates and avoid conflicts so that the ASA Team(s) can participate in these events.
3. The Spring/Summer Season Tournament Schedule should take into account the fact that a number of the ASA Players may also make the FCGSL All-star team. If this does occur, then the Tournament Schedule will be amended to allow these players to concentrate on All-stars which may mean that no tournaments occur during the 4-6 week time period of All-stars based on the number of players that would be playing on both teams. Participation in All-stars, both practices and tournaments, is considered the priority and ASA Managers and Coaches are expected to positively support these players during the All-star Season.
4. Each Five Cities ASA Team(s) will participate in at least four (4) ASA/NSA tournaments in the Fall/Winter Season. The Tournament Schedule should be finalized in late August. This season begins with practices in August and tournament participation beginning in September and continuing to as late as mid-December (with most seasons ending before the Thanksgiving Holiday).

## D. Practices Fields, Times and Locations

1. All Five Cities ASA Teams will strive to practice at least three times per week with Sunday as one of the practice days. The ASA Coordinator will communicate the Sunday locations and times to the Field Coordinator. Additionally, ASA teams must attend the field draft meeting(s) and obtain additional field (2 times needed) and batting cage (at least one time slot) assignments at the same time as the Recreational teams. For the purposes of the Field Draft, an ASA team will be added to the appropriate division based on the Age level of the ASA team and the field assignments will be determined by drawing numbers. For example, a 14&Under ASA team will draft fields with the Major Division. The Field Coordinator will take into account the number of Recreational and ASA teams within each division to ensure that an appropriate field draft method is used to enable teams to get the required field/batting cages assignments needed for a successful season. Additionally, ASA Teams may elect to practices at other non-FCGSL locations. Any financial costs incurred as a result of renting a non-FCGSL facility will be the responsibility of the ASA team and supporting parents. All ASA teams must provide the ASA Coordinator with a practice schedule including practice locations and updates as appropriate.
2. ASA Managers and Coaches will not penalize a player for missing an ASA practice in order to attend an FCGSL Recreational game. ASA and Recreational Managers should determine an agreeable compromise solution for practice attendance with the goal to support players that choose to play both ASA and recreational softball.
3. No ASA practice will be scheduled during an FCGSL sponsored tournament such as the



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NorCal Rookie Championship Tournament that is generally scheduled in early July.

## E. Funding

1. Five Cities ASA players are expected to pay for the FCGSL registration and other fees as determined to cover the cost of uniforms, tournament entry fees and special equipment or field rental needs.
2. Any ASA player that is not also playing recreational softball will be asked to pay the FCGSL registration fee which will cover the cost of insurance, field and equipment maintenance for that player. Any player that is playing both ASA and recreational softball will not be required to pay the registration fee twice. No amount of this registration fee will be transferred to the Five Cities ASA program. This additional funding requirement may need to be reviewed in the future if the number of ASA teams increase or the number of players increase that do not play both ASA and recreational softball.
3. Additional funding for the ASA team(s) will be generated through financial support from parents, and fundraisers.

## Article VI: League Draft Procedures

### Section 1.

- A. A girl or girls, whose mother is a manager of a team, will be her mother's first selection in any category, (i.e. pitching, all stars, or age group). If the manager's husband is not her coach, she may, prior to the team selections, select a head coach. The coach's daughter or daughters will then be that team's second selection in any category. If the manager's husband is not the coach of the team prior to team formation, he cannot be head coach of that team for the remainder of the playing season, unless he receives Board approval.
- B. Girls exceeding current vacancies will be placed on a waiting list in the order in which they sign up. The date and time will be noted on each girl's registration form. Additional players will be added from the waiting list in the order they appear. The replacement will be the first girl on the waiting list who is eligible for that Division.
- C. Girls will not be permitted to practice or play in the League until a signed registration form and medical release form are submitted to the Player Agent, and Managers have a copy. No member of any team can be placed on any other team after the draft is complete. The exception to this is by Board approval only. No placement of players will be allowed after Opening Day ceremonies.
- D. Managers cannot recruit for their vacancies; they must take girls from the waiting list.
- E. Players will be selected for a team each year. Sisters of the same age group will be kept together unless a written request is submitted by a parent or guardian for separate teams or unless a sister is being placed on a team from the waiting list.
- F. Managers must contact the Player Agent and Division Coordinator within twenty-four (24) hours with the name of any girl who has dropped from a team or one who has been suspended for improper conduct. If a drafted player is both a pitcher and an All Star, that pick counts as both a pitcher and an All-Star pick.
- G. Two (2) All Stars cannot be placed on the same team until all other teams have at least one (1) All Star.
  1. Exception: Two (2) All Stars may be allowed to pair via a coach and manager pending Board approval. This exception does not guarantee the pairing. The Board may allow some pairings, while not allowing others, in the same season. The Board will take into

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consideration fairness and overall League balance in assessing these situations. Some of the criteria to be used is as follows:

- a) All Star experience
  - b) Starter vs. utility player
  - c) Pitcher
  - d) Past All Star performance
  - e) Any other appropriate criteria
2. Appeal Process: if any managers or coaches feel these requests, approved or denied, warrants more consideration they may do so by appeal. Pending the outcome of the appeal, all Board decisions are final.

## **Section 2. Tee Ball**

Players within determined geographical areas will be divided into draft groups based on previous softball experience. The Player Agent will conduct assignment to teams.

## **Section 3. Rookie (8U) Experience Rating**

- A. Pitchers
- B. All-Stars if appl.)
- C. Age 8 with experience
- D. Age 7 with experience
- E. Age 8 no experience
- F. Ages 7 no experience
- G. Ages 6

## **Section 4. Mini-Minor (10U) Experience Rating**

- A. A Pitchers
- B. B Pitchers
- C. All Stars
- D. Age 10 with experience
- E. Age 9 with experience
- F. Age 10 no experience
- G. Ages 9 no experience

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## **Section 5. Minor(12U) Experience Rating**

- A. A Pitchers
- B. B Pitchers
- C. Catchers
- D. All Stars
- E. 12 year old with experience
- F. Mini Minor All-Star
- G. 11 year old with experience
- H. 12 year old with no experience
- I. 11 year old with no experience

## **Section 6. 14U/16U Majors Experience Rating**

- A. High school pitchers
- B. "A" pitchers
- C. "B" pitchers
- D. Catchers
- E. High school players
- F. ASA players
- G. All Stars
- H. 16 year old with experience
- I. 15 year old with experience
- J. Minor All-Stars
- K. 14 year old with experience
- L. 13 year old with experience
- M. 16 year old with no experience
- N. 15 year old with no experience
- O. 14 year old with no experience
- P. 13 year old with no experience

# Five Cities Girls Fast-Pitch Softball League

## **Section 7. Rookie, Mini-Minor, Minor and Major Draft Format**

- A. The draft will be conducted using a blind format. Late signups will be placed on a waiting list.
- B. Team formation: There will be one Manager and one Coach prior to the draft. An assistant Coach may be added after the draft. Each Minor Manager and Coach pair will draft up to twelve (12) players; each Major pair will draft up to fifteen (15) players.
- C. Exceptions to the draft eligibility will be by Board approval only. There will be no trades allowed.
- D. Player selection process: At the time of the draft, no more than two (2) persons will represent each team.
- E. Draft order will be determined by drawing numbers. Seating will be in draft sequence. The number one team will have the first pick. Each team will pick in order of number drawn, top to bottom, bottom to top until the draft is complete. Teams at each end of the draft will have back-to-back picks (ex. 1,2,3,4,5,6,6,5,4,3,2,1).

NOTE: Due to a higher level of play, the enhanced range of skills, and the mixing of High School players toward the end of the season, the Major coaches and managers may conduct an open draft for this division as approved by the FCGSL Board.

## **Article VII: Managers, Coaches, Scorekeepers, and Umpires**

### **Section 1. Application Process**

Completion of a Manager or Coach application form does not guarantee that the applicant will be assigned a team. All Managers and Coaches positions are filled as vacancies occur and require Board approval. All Managers and Coaches must attend the Manager and Coaches' meeting scheduled by the Commissioner of Coaches prior to March 1st. Failure by either a Coach or Manager to attend this MANDATORY meeting can be grounds for rescission of Board approval of his/her position, unless notification is given and satisfactory just cause is demonstrated to the Commissioner of Coaches prior to the meeting. Each team manager, coach and assistant coach must consent to a confidential criminal background check before being selected and approved to coach and/or manage a team.

### **Section 2. Managers and Coaches**

The Managers of a team must be at least (18) and Coaches must be at least eighteen (18) years of age. All assistant coaches must be at least (16) years of age. The Manager must have knowledge of softball. The Manager has complete responsibility for her/his team. Coaches must have knowledge and ability in softball. Team functions will not be permitted unless an adult woman is in attendance. No team functions are permitted unless either the manager or head coach are in attendance. If both are absent, the function is not permitted by the league.

### **Section 3. Team Funds**

All team monies earned during spring ball should be spent before August 31st. All monies earned during winter ball should be spent by the end of the calendar year. Any monies remaining shall go into the general fund of the League.

### **Section 4. Selection**

The Board will review all Managers and Coaches for necessary qualifications, abilities, and knowledge. A Manager or Coach may be managing/coaching personnel for one additional team in a different division only with a lack of volunteers and Board approval.

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## **Section 5. Scorekeepers**

- A. Each team will provide one (1) scorekeeper for its games. The home team's scorekeeper will act as the official scorekeeper.
- B. The scorekeeper will log the official start time in the scorebook.
- C. Official scorebooks will be kept of all games played and will record the playing time of each player. Each player must play a minimum of 50% of allowable game minutes (all divisions).
- D. Team scorekeepers will sit together in scorekeeper's booth. The home team scorebook will be the official score, and no protest can be made by the visiting team if the visiting team scorekeeper does not sit with the home team scorekeeper.
- E. Scorebooks are to indicate such things as illness, absences, suspensions, injuries and innings pitched by all pitchers.
- F. Before the start of each game, managers will submit a batting lineup to the official scorekeeper and the opposing manager, and umpire showing the batting order of the girls, including first and last name, jersey number, field positions by number and any injuries or absences and innings remaining for eligible pitchers.
- G. Pitching changes and substitution changes MUST be in writing from the manager to the official scorekeeper and umpire before play can begin.
- H. Any team warnings for misconduct must be noted in the home scorebook.

## **Section 6. Umpires**

- A. All Divisions except Little Ladies will have ASA-certified Umpires who are under the supervision of the Umpire-In-Chief. Umpires will have such power granted them under NCGSA softball rules.
- B. The Umpire will notify the scorekeeper of the official start time. The umpire will act as the official timekeeper. Both teams will complete lineup cards for the umpire.
- C. All umpires must attend the umpire's clinic and be ASA certified.
- D. No League player/representative will umpire in his or her own division.

## **Section 7. Vacancies**

When vacancies occur for Managers or Coaches, nominations shall be made to the President of the League who will present the applications to the Board for selection and approval.

## **Section 8. Coaching Philosophy**

- A. The Leagues coaching philosophy will be approved and modified if needed during the first meeting in January of each year. Approval will be retroactive at the end of the meeting as voted on by all members present.
- B. People coach for many different reasons. Some coach because they love the sport, some because they enjoy developing and influencing young people, some because they have a child who will play on the team. They are all good reasons to coach youth softball. In fact, no matter why you choose, taking the time to help young athletes learn softball is an important contribution to their development and, consequently, to our community.
- C. You are now facing the upcoming softball season. Have you coached softball before? Have you thought about what you plan to do? Have you ever worked with beginning players? Do

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you know how to teach specific skills? Even if the answer is yes, you will need to upgrade and be informed on the most current information. If you are determined to help the players on your teams have a POSITIVE and SUCCESSFUL Softball experience, you must take the time to attend the League clinics, study and keep up with the League, and tournament rules. As a result you will be on your way to a successful season.

- D. It is important for every coach to establish a COACHING PHILOSOPHY. For this philosophy will help you and the League determine common goals and allow all of us to head in the same direction. You should think about how your goals support the goals of the League and how you plan to, along with the League, accomplish these goals.
- E. You may want to consider one of two major coaching philosophies. You might choose to emphasize winning as the most important objective, or you might stress participation, fun and skill developments as the most important objective.

### ***This is the Leagues philosophy:***

- F. We advocate through our program ATHLETES FIRST, WINNING SECOND. By this statement we mean that every decision you make as a coach should first be in the best interest of your young athletes, and second the desire to win. The League hopes that helping young girls to develop physically, psychologically, and socially will always be more important to you as a coach than winning at all cost.
- G. ATHLETES FIRST, WINNING SECOND does not mean winning is unimportant, or said more accurately that striving to win is unimportant. You should instill in your players a desire to win, to strive to do their best, to pursue excellence. However, the outcome of the game, the winning or losing, is not the most important objective. The most important objective is that your players try to win, that they try their best and have fun! If they do their best, they will have been successful regardless of the outcome of the game.
- H. This philosophy is reflected in how you present yourself to the players on your team. As a coach, you are in an influential position. Thus, HOW you teach will be as important as WHAT you teach. To implement the League philosophy, consider the following points:
  - I. Be a good role model. Present a model for behavior that you want emulated. Set positive examples at practice and games.
  - J. Everyone is important. Treat each player as an important human being. Each player will have a different personality and different needs. Be sensitive to these differences and show interest and concern for each team member.
  - K. Consider the age and skill levels of your players. Your athletes will be full of energy and eager to try many skills. However, they are also young and not yet capable of performing as adults. This means you must approach your athletes at their skill level. Do not expect them to play at your level.
  - L. Consider individual differences. Teach fundamental softball skills according to the ability of each player. Some players will be fast learners with whom you can progress rapidly. Other players will not learn, as quickly, so you will need to progress more slowly with them.
  - M. Keep everyone active. Organize your practices and games so that each player is able to participate as much as possible. Young players want to play softball for many reasons; one of the most important is to have fun participating. If they are not kept active in practices, or allowed to play in games, they will quickly lose interest.
  - N. Include athletes in the decision making process. Young athletes should have input as to what skills they practice and how to practice them. Ask your players what they need to work on, how they want to be grouped for practice, and what positions they would like to play. Naturally, young athletes should not control the practice, but do consider their interests and

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ideas when designing practices and playing games.

- O. Be patient. You will need to have patience with beginning players who are learning softball. Softball skills require timing, coordination, and glove control that can only be developed by repeated practice. Encourage your players to develop their skills, and reinforce players for their effort and skill development. When young players learn new skills, both you and your players will be proud.

## **Article VIII: Most Inspirational Player and All-Star Teams**

### **Section 1. Most Inspirational Player (MIP)**

- A. One MIP will be selected from each team in all divisions.
- B. The MIP will be selected for her enthusiasm, sportsmanship, attitude, and team play as demonstrated throughout the season. Selection will not be based on skills and ability.
- C. A secret ballot will be taken from the players by the Manager to determine their team's MIP.
- D. The Manager will notify her/his respective Coordinator of the player chosen as MIP to be announced at Closing Ceremonies.

### **Section 2. All-Stars**

All-star eligibility will concur with NCGSA rules as follows.

- A. Players selected must have played in one-third of the regularly scheduled games to be eligible for tournament teams. If a player incurs an injury or illness on or after the first scheduled game, and is unable to play in one third of the scheduled games, she will not be eligible for tournament play.
- B. At the pre-season Coach/Manager meeting the procedure of picking All-Stars will be discussed and information will be provided in their packet. An All-star meeting will be held at the end of the first half of the season for review purposes. Procedures for picking All-stars will be reviewed with Coaches/Managers. Each team will discuss a list of their players they feel qualify for All-stars. Majors will have a special meeting once High School players have begun play.
- C. This list should consist of no more than four or five players.
- D. This list should have each player's name, jersey number and position played.
- E. Tryouts for All-stars will occur after high school softball is over and prior to closing ceremonies. The tryout criteria will be determined by the Board.
- F. All-star voting by the coach and managers will occur at the final All-Star meeting. The All-Star selection shall be based upon, but not exclusive to statistics, coach /manager observation, coach/manager discussion and tryouts. All four categories shall be considered and discussed prior to voting.
- G. Division representatives shall solicit each Coach/Manager in their division for their interest in coaching/managing the All-Star team for their division. A list of interested coaches and managers shall be compiled and forwarded to the League President. The list will be rated and voted on by the Board. If there is a conflict between the list of interested coaches and managers and a member of the Board, the Board member in conflict will be excused from the voting process for that division. The elected Coach and manager will select no more than two assistant coaches. They should all work together in an unselfish way for the good of the team. If no Coach and/or Manager within that division are interested or available to Coach / Manage

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the All-Star team, it is possible for a Coach / Manager from another division to

Coach / Manage the All-Star team with FCGSL and NORCAL approval.

- H. Each division should place thirteen girls on a roster and have two alternates (except in Rookies where it is 12 girls plus two alternates). In all divisions, numbers 15-20 will also be picked and placed on the list as pool players. Girls must have more than two votes to be eligible to the pool. All girls elected to the All-Star team including alternates and those who decline will be announced at closing ceremonies.
- I. The All-star managers will contact the top 13 girls and make sure they will be available for all practices and games. Girls should be told they are allowed to miss three practices and one game before they are removed from the team. If a girl misses a game, the coach at their discretion may have the player sit the bench for the following game. If before or immediately after being selected a player notifies the All-star manager they can't be there for the duration, the first alternate should replace the player. Once the alternates have been exhausted, the coach or manager must contact the player agent to call up the next girl from the pool in numerical order unless they need a pitching or catching position filled.
- J. Once a player has declined to play All-Stars, they cannot be brought back onto the roster.
- K. At the first All-Star practice, all parents should be asked to stay after so that team goals can be explained. At this time, they should be notified that parent participation and support are welcomed and needed. However, interference with managers or coaches is not allowed.

The manager and coaches should make up the roster they feel is best and not allow parents to intimidate them.

- L. Managers and coaches should not make promises to players or parents about their position or amount of playing time.
- M. It is a great honor to be selected for All-Stars and everyone should do their best to help the girls.
- N. Once an All Star, always an All Star in that same division for draft purposes.
- O. The All-Star team for each Division shall be selected one (1) week prior to the end of the season by secret ballot. Each team within its respective Division shall be given two (2) votes to nominate girls. One ballot must be cast by the registered Manager, with the other ballot to be cast by a registered Head Coach. This meeting is mandatory for all head coaches and managers and a required commitment to be considered for a coach or manager position at the beginning of the season. Only the league President, Vice President and All-Star committee members selected by the president are allowed at this meeting in addition to the head coach and manager from each team. In the event a coach or manager are unable to make this meeting for just cause, the President or Vice President will authorize the coach or manager to cast both votes, or select a qualified representative to cast the vote(s).
- P. The top thirteen (13) girls in Majors, Minors and Mini Minors with the most votes will be elected to the NorCal All-Star teams. Girls not ranked in the top (13) will be ranked as alternates. In the case of a decline, the next girl with the most votes (alternates) will be elected. In the case of a tie, the coaches and managers in that division will revote for the effected players until all ties are broken including alternates.

## **Section 3. All-Star Teams – Rookie Division**

- A. The NorCal All-Star team shall be selected one week prior to the end of the season. Each Rookies team Manager and Coach shall jointly nominate girls from their own team, responsibly choosing ONLY girls who could compete on a level of competition with the best players in the entire Rookie Division.



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- B. The committee will select thirteen (13) players and three alternates according to ability. All sixteen (16) players will be notified of their status as elected player or alternate. Another ten (10) girls will then be rated in descending order of their skills. This rating will be used to draw from in case of a decline by any of the original fourteen All-Star selections.

## **Section 4. All-Star Teams – All other Divisions**

- A. All players who attend each individual game—those who are ready, willing, and able to play—shall play. Substitute players will be inserted into the lineup no later than the top of the fourth (4th) inning or as required by NorCal. The coaching staff will make the substitution by the top of the third (3rd) inning if applicable, at that time, it appears that the game will not last more than four innings. NORCAL Rules will apply regarding playing time. There are tournaments with no minimum play requirement but all coaches / managers are encouraged to have their players play in every game.
- B. For the NorCal All-Star teams, the League shall determine how many tournaments to participate in.
- C. The League shall supply uniform shirts and visors only, chosen and approved by the Board, for each NorCal All-Star team. NorCal All-Star families will be responsible for any additional attire.

## **Section 5. All-Star Managers**

Following the selection of the All-Star teams, the All-Star Coaches and Managers shall be selected by secret ballot. Any registered Managers within either Mini-Minor /Minors/Majors are eligible for will be placed on the ballot after indicating his/her interest. Each Mini-Minor /Minor/Major team will be given two (2) votes. The registered Manager must cast one (1) vote; a registered Coach may cast the other vote; however, in the case of a team with two (2) registered Managers, the Managers must cast both votes.

## **Article IX: Winter League**

### **Section 1. General Information**

Winter Ball League teams will use Five Cities name, equipment, insurance and players must have been registered during the spring season. Sportsmanship and conduct towards other Leagues will be handled according to Article V. Winter Ball teams will play by current Nor Cal rules. There are no make-ups or forfeits. Winter Ball teams may use the snack bar, taking financial responsibility and having Board approval. All coaches and managers must attend a mandatory coach/manager meeting as set by NORCAL.

### **Section 2. Commissioner**

The Board will appoint a Winter League Commissioner at the regular September meeting. The Winterball Commissioner is responsible for overseeing all aspects of Winterball and should refer to the Five Cities Winterball Commissioner binder for important details.

### **Section 3. Managers and Coaches**

- A. The Winterball Commissioner will solicit Managers and Coaches for Winter League from all Divisions at the earliest possible date.
- B. All Coaches and Managers must have been approved by the Board during the immediately preceding season, or obtain Board approval before being assigned a team.

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## **Section 4. Team Selection**

- A. Players will be assigned to the teams using the following guidelines:
  - a. Current year players shall have priority over all other eligible players under Nor Cal rules for placement on Winter League teams within each Division.
  - b. Players who signed up prior to deadline of July 1, will have first priority for being drafted.
  - c. Players will be drafted into teams by their playing age. If a parent wants their child to move up a division they may request such, if there is room in that division after placing players who signed up prior to July 1 deadline, then she may be moved up. Every effort should be made to allow girls to play up.
  - d. Any player who signed up after deadline of July 1 will be placed on a waiting list and drawn from in order signed up in their respective age groups.
  - e. There will be no recruiting of players by coaches unless all the players on the waiting list have been placed on a team.
  - f. Winterball is an instructional season and teams will be formed as evenly as possible when there is more than one team in an age group, changes to this rule require Board Approval.

## **Section 5. Fields**

The Field Coordinator will obtain all necessary use permits and assist with the scheduling of practices in coordination with the Winterball Commissioner.

Winterball teams are allowed use of the snack bar facility but are responsible for all costs and cleaning related to its use.

## **Section 6. Registration**

Each player must complete a Registration form including a parent signature. Registration fees will be set forth by FCGSL and must be paid prior to being placed on a team. Winter Ball players must have played in the spring season.