**ADAMS RECREATION CLUB**

**RULES, REGULATIONS, AND BY-LAWS**

Established 1979/Last Revised 2020

**PREAMBLE**

The purpose of the Adams Recreation Club is to provide recreational and fun activities for the youth in the communities of the Adams area. These activities may consist of athletic leagues, dances, suppers, etc. for the communities, both youth and adult.

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**ARTICLE I-MEMBERSHIP**

Membership is open to all people regardless of race, color, national origin, sex, age, or disability.

**ARTICLE II-OFFICERS**

1. OFFICERS-Officers shall consist of five (5) Board of Directors and an Advisory Board.

1. BOARD OF DIRECTORS- The Board of Directors shall be appointed by the City’s Commission at the December meeting each year. At least one member of the Board of Directors must be an Adams City Commissioner. Board of directors will be the governing body of the Club. They assume and assure the Club functions and will conduct day to day business of the club in accordance to the By-Laws. They should and must keep the overall objectives of the Adams Recreation Club.
2. LEAUGES DIRECTOR-: S/he will preside over regular and called meetings. In the event s/he is absent, a director for that meeting will be selected to preside.
3. SECRETARY: S/he keeps minutes of all meetings. S/he calls roll and excuses officers from attendance at a meeting. The secretary contacts all officers prior to each meeting. S/he will be responsible for collecting all money (cash and checks) and taking it to City Hall, within three business days of receiving it. All financial reporting must go through the City of Adams Financial reports.
4. SOFTBALL/BASEBALL COMISSIONERS: S/he will be appointed by the Leagues’ Director to assist the softball/baseball leagues. S/he will attend regular meetings.
5. ADVISORY BOARD-The Advisory Board will consist of one coach or parent from each age group of the baseball/softball leagues.
6. DUTIES-All officers will make every effort to attend meetings. Should any person miss three consecutive meeting without being excused, that position will be declared vacant and a replacement named by the director of the Board of Directors.
7. MEETINGS- Meetings will be held annually on the first Sunday of the month of January (excluding January 1), at a time and place designated by the director of the Board of Directors. Special meetings may be called by the Board of Directors as needed. All business brought before the Club will be voted on and approved or disapproved by the Board of Directors.

**ARTICLE III-COMMITTEES**

1. COMMITTEES- The Leagues Director of the Board of Directors will appoint any committee s/he deems necessary. These committees will appoint their own chairman.

**ARTICLE IV-FINANCIAL POLICIES**

1. The Adams Recreation Club shall be subject to the financial policies adopted by the Adams City Commission, to include the following:
2. INTERNAL FINANCIAL CONTROLS POLICY-As set forth in City of Adams Resolution 2012-01, the following policies shall be established for the Adams Recreation Club:
3. Receipts and Deposits of Funds-The City of Adams City Recorder and City Clerk shall process all funds received of the Adams Recreation Club as set forth in the above noted Resolution;
4. Check Writing and Disbursements-The City of Adams City Recorder and City Clerk shall disburse all funds of the Adams Recreation Club as set forth in the above noted Resolution;
5. Petty Cash, Debit/Credit Card Policies and Guidelines-If needed, these items are subject to policies set forth in the above noted Resolution.
6. PURCHASING LIMITS POLICY-As set forth in City of Adams Ordinance No. 2016-001 (Separate Document) the purchasing policies shall be followed by all Adams Recreation Club purchases.

1. RETURNED CHECK FEE-Any payment received that is returned by the bank for insufficient funds or closed account, is subject to full payment in cash, in addition to a $35 returned check fee to cover costs, within 30 days.

**ARTICLE V-BASEBALL/SOFTBALL LEAGUE**

1. BASEBALL/SOFTBALL LEAGUES will be established to provide a safe, fun learning opportunity for young people to participate in organized ball. Activities will be governed by the most current editions of the governing body’s rules for that age group.
2. SELECTION AND DUTIES
3. LEAGUES DIRECTOR: S/he will be appointed by the City’s Commission at the annual meeting for the coming year. The Leagues Director will represent our Leagues in all district, State, or other meetings concerning our Leagues. S/he will ensure that our vote is expressed in all voting matters. The leagues director will inform coaches of any decisions made by the Board of Directors. The leagues director will coordinate and direct the purchase of all equipment.
4. ) SOFTBALL/BASEBALL COMISSIONERS - Each commissioner will be selected annually at the January meeting. They will supervise and direct the different age groups. They will work with the leagues director to see that the program runs smoothly. They will give no individual team or player personal favors or considerations.

2) COACHES-Coaches must possess a character above reproach, a knowledge of softball/baseball, a willingness to work with and lead young people, and should be at least eighteen (18) years old. All coaches must fill out application, which shall include permission for club to run a background check, as well as guarantee that they will complete annual concussion training and provide league with proof of such training. Each coach has the complete responsibility of setting and enforcing training rules for his/her team. Each is also responsible for assistants. The coach must sign an equipment list prior to the beginning of each season, assuming responsibility for proper care. S/he must return the equipment within ten (10) days after the end of the season. Each coach shall hold a team meeting with parents before the beginning of the season to go over league rules and regulations. This meeting is mandatory.

1. AUTHORITY-Any team coach may appeal to the Board of Directors any matter s/he wishes brought before the club. The Board of Directors shall have the authority to dismiss a coach for just cause, but only with a unanimous vote by the entire Board of Directors.

**ARTICLE VI-PLAYER SELECTION**

1. PLAYER SELECTION will be determined by the leagues’ director, softball/baseball commissioners, and advisory board. Player selection will be determined as follows:

1. ADVISORY BOARD - will conduct player selection. They will have the power to override or void any portion of the following draft rules as long as: Any decision keeps fair competition between teams; any decision is made solely for the overall betterment of the leagues; and decision is passed by a majority vote of the Board of Directors of the Adams Recreation Club in regular session.

1. Should a member(s) of the board have a vested interest in the decision, s/he should be removed from the board and replaced with another member of neutral standing who has knowledge of the rules and workings of the league.
2. Coaches will be selected by the board of directors. The number of head coaches will be determined by the number of players within any age group, so that if all possible there will be 10-12 players per team.
3. Coaches will start with their child (children) and the child of one (1) assistant coach if s/he desires.
4. Player/agent must be present at the time of draft to enforce rules of draft.
5. Siblings will be placed on same team if so desired by the parent, provided the older sibling does not play down and the younger sibling does not play up more than one age group.
6. Where a team is left without the previous year’s coach within the same age group, those players will be put back into the draft for next season.
7. Previous year’s coaches shall have first choice of coaching with the league as long as it is approved by the advisory board.
8. Requests for coaches or teams will be considered for special circumstances, but will have to go before the committee for approval or denial.
9. Any and all players who are of the age where the current season would be his/her last season to play within the given age group, as set forth by the governing league, shall be drafted before any and all players of an age that would allow them to play within the same age group for current season plus one (1) season, who shall be drafted before any and all players of an age that would allow them to play within the same age group for the current season plus two (2) or more seasons.
10. Draft will begin within all age groups, by counting the number of last year players from each team, disregarding all younger players. The team with the fewest number of last year’s players shall draft older players until equal with the other team(s) in the league. After all older players have been taken in the draft, and then the same procedure shall take place for the younger players. In the case of 6U or any player who is playing up an age round may be necessary for four (4) year olds or players potentially spanning three (3) years.
11. When it comes to picking players for the draft there are no first and last place teams, all are equal. If there are only two (2) coaches to an age group who picks first will be decided with a coin toss. If there are three (3) coaches, each coach will toss the coin, and whichever coach is the odd man out will choose first. Then the coin will be tossed between the two other coaches and whoever wins this toss will choose second. After the first choices of each coach the second round will begin with the second coach choosing first, then the third coach, and then the first. With the final round the third coach will choose, then the first coach, and then second coach. This will continue until all players are chosen. If you have an age group that has four our more teams, a drawing of numbers will take place to choose what order the coaches will choose players. Whoever has the lowest number will choose first and so forth. The same guide will apply to the number draw as the coin toss, until all players are chosen.
12. Each player on each team must play in every game. Each player is required to play a minimum of three (3) consecutive outs on defense and one (1) time at bat. 13) Substitutions may begin in the second inning, with one (1) player substituted each inning. A team may wish to substitute more than one (1) player per inning.

**ARTICLEVII-OTHER POLICIES**

1. SCHEDULES-The following guidelines will be in effect regarding scheduling:
2. PRACTICE SCHEDULES will be assigned by the Baseball/Softball Commissioner. All teams will abide by them. No practices or games will be held during regular church times, to be defined as before 1:00 p.m. on Sundays, and not after 6:00 p.m. Wednesdays and Sundays.
3. SCHEDULES will be drawn up as equally as possible. No schedule changes can be made by anyone except the Baseball/Softball Commissioner.
4. TOURNAMENT TEAMS will be selected according to each League’s rules. The coach of the team with the best regular season record will be the coach for the tournament team.
5. UMPIRES must be registered as official umpires. Pay schedule is to be commiserate with other leagues. Umpires will be paid at the end of each calendar month, after filling out and turning in a registration form at Adams City Hall.
6. GAMES will be considered a forfeit if a team is not on the field within fifteen (15) minutes after a preceding game. Official lineups must be turned in to the scorekeeper at least fifteen (15) before a game is scheduled.
7. WEATHER-The welfare and safety of the young people must be first and foremost in all decisions and activities. All games will be called for lightning.
8. SPORTSMANSHIP-Any player, parent or coach considered over-abusive or showing other poor sportsmanship in the opinion of the Board of Directors, will be notified in writing by the Board. Being found guilty of this offense can result in the probation or suspension for the player, parent or coach for the remainder of the current playing season. If the offense occurs after the end of the regular season play, the penalty can be applied against the next playing season.

Everyone connected to the Adams Recreation Club programs is to remember that the program exists for the sole purpose of the young people. Each and every person involved in the program is expected to follow the Code of conduct (attached). GOOD SPORTSMANSHIP is the number one priority! Anyone who attempts to corrupt this program will not be allowed to participate in the future.

1. SIGN-UP-Sign-up dates will be announced in the local media. Players must sign-up on official dates unless they have proof of illness or other justifiable reasons beyond his/her control. There will be a date set for absolute limit of sign-ups. NO ONE will be allowed to sign-up after the player selection is complete unless they move into the area or it is approved by the Board of Directors. All late sign-ups must go through the draw.

Children of coaches and one assistant coach will be placed on his/her team. Children of neighbors, friends, etc. will not be placed on teams together.

Players will be divided by age according to governing body rules. Birth certificates may be requested. Any player who cannot prove date of birth will not be eligible for the player selection process. S/he must have a desire to play ball and be willing to obey.

**ARTICLE VIII-CODE OF CONDUCT**

Any participant or official of Adams Recreation Club who is judged to have engaged in, or been a party to, acts of physical violence, or obscene language or gesture, or any form of unsportsmanlike conduct, during league-sanctioned activity will be subject to the following penalties:

1. PHYSICAL VIOLENCE shall be defined as including, but not limited to:
2. The intentional crashing into a player with malice and great force.
3. The throwing of any object at a player, coach or umpire with the intent to cause bodily harm.
4. Fighting that involves a player, coach or umpire.
5. Pushing or shoving by one or both parties.

PENALTY

PLAYER: Immediate suspension from the game, and the next two games for which s/he is eligible and, pending a hearing beginning with the local Board of Directors, may be suspended for the remainder of the season. Should violation occur at the player’s last game of the season, the penalty will apply the following season. Should the violation occur at a state tournament, the hearing will be conducted by the State Board of Directors.

COACH: Immediate suspension from the game, and the next four (4) games which his/her team is scheduled to play and, pending a hearing beginning with the local Board of Directors that will include the District Director or his/her appointee, the coach may be subject to a life-long suspension. Should the violation occur at State Tournament, the hearing will be conducted solely by the State Board of Directors who are present at that event, or may be deferred to the fall state meeting for final action. In either case, the coach will be suspended for the remainder of the season.

UMPIRE: Infractions by umpires will fall under the State Umpire Review Board, Article XI, of these by-laws pertaining to the conduct of umpires.

1. OBSCENE LANGUAGE OR GESTURE shall be defined as including, but not limited to:
2. Profanity that is directed toward another individual, or can be heard by another individual.
3. Any obscene motions with the fingers or any gestures that would be offensive to the players, coaches, officials or spectators.

PENALTY

PLAYER: Immediate suspension from the game, plus player would be ineligible for the next scheduled game in which s/he is eligible to play.

COACH: Immediate suspension from the game and, pending a hearing beginning with the local Board of Directors, may be suspended for the remainder of the season for which s/he is eligible.

1. UNSPORTSMANLIKE CONDUCT shall be defined as including, but not limited to:
2. Action that shows violent disapproval of a call or decision by an umpire or protest committee.
3. Throwing of equipment, either on the playing field, in the dugout or ball park as a result of an official call.
4. Fake tag on a runner that causes injury.
5. Charging the mound as a result of a hit batter or near hit.

PENALTY

PLAYER: Immediate suspension from the game.

COACH: First offense, immediate suspension from the game.

Second offense, immediate suspension from the game, plus probation for the remainder of the season.

Third offense, suspension for the remainder of the season.