

# Kauai Senior Citizen Softball Association

## CONSTITUTION (As amended through 1/2/2019)

### Article I - Name

The name of this organization shall be Kauai Senior Citizen Softball Association, hereinafter referred to as "KSCSA."

### Article II - Objectives

The objectives of KSCSA shall be the following:

1. To foster the improvement and betterment in mind and body of its membership.
2. To provide physical and competitive senior citizen softball programs.
3. To promote and perpetuate good fellowship and sportsmanship.
4. To strive for cooperation and good relationships among all members.

### Article III - Membership

Membership in KSCSA shall be limited to, and be subject to, the following rules:

1. Any adult 60 years of age or older may become a member of the KSCSA.
2. Each and every member shall be placed on the roster of team registered in KSCSA.
3. Membership/Team fees will be determined annually by the KSCSA Board of Directors prior to the start of the season. A majority vote of the KSCSA Board is required.
4. A Waiver of Claim and Indemnity Agreement shall be signed by each member and be on file with KSCSA.
5. Any team or individual that has not met the financial obligations to KSCSA shall be deemed in arrears and shall not participate in KSCSA functions until financial obligations are met.
6. No person shall, on the grounds of color, race, religion, or national origin, be excluded from membership in KSCSA nor be denied the benefits as a member or be otherwise subjected to discrimination under any activity conducted, sponsored, or otherwise underwritten by KSCSA.

### Article IV - Governing Board

1. Each registered team in KSCSA shall be entitled to one (1) representative on the Governing Board of KSCSA, hereinafter referred to as "League Board."
2. The League Board shall be the administrative body of KSCSA.
3. The League Board shall responsible for plan, organize, and implement the softball program and other programs as required.
4. Each registered team in KSCSA shall be entitled to one (1) vote on all matters on the agenda requiring a vote.

### Article V - Officers

1. Officers of the League Board shall be the following:
  - a. President
  - b. Vice President

- c. Secretary
- d. Treasurer.
2. Term of office shall be two (2) years.
3. Officers shall be elected by the League Board every two (2) years.
4. Election of Officers: To be scheduled for the September meeting, with the elected officers inducted at the December meeting, for following two years.
5. Should a vacancy occur before the term of office expires, the League Board may hold a special election to fill the vacancy.
6. Nominees for office shall be at least 59 years old at the date of the nomination.
7. An officer may be removed from office due to conduct not in the best interest of KSCSA by a majority vote of the League Board after an appeal process is conducted.

#### Article VI - Duties of the Officers

1. President: Duties of the President shall be the following:
  - a. Preside over and conduct all meetings of the League Board.
  - b. Countersign all checks written on the KSCSA financial account over \$10,000.
  - c. Cast the deciding vote in the event of a tie on matters on the agenda of a League Board meeting.
2. Vice President: Duties of the Vice President shall be the following:
  - a. Assume the duties of the President in his or her absence.
3. Secretary: Duties of the Secretary shall be the following:
  - a. Keep an accurate record of all proceedings of the League Board.
  - b. Submit a copy of the League Board minutes for approval at the next scheduled League Board meeting.
  - c. File copies or originals of all correspondence to and from KSCSA.
  - d. Maintain current Constitution, By-Laws, and Playing Rules, & post on KauaiSeniorSoftball.org.
4. Treasurer: Duties of the Treasurer shall be the following:
  - a. Maintain an accurate accounting of all financial transactions of KSCSA.
  - b. Submit a financial report to the League Board for study and approval at the regularly scheduled League Board meeting.
  - c. Sign all checks written on the KSCSA account.
5. **If a titled officer (President, Vice President, Secretary, Treasurer) is the authorized voting member of a team, the tie breaker vote, if necessary, shall be cast by the highest ranking nonvoting titled officer.**

#### Article VII - League Coordinator

1. The League Coordinator will be appointed and approved by the League Board every two (2) years.
2. The League Coordinator shall be a non-voting member of the League Board.

#### Article VIII - Duties of the League Coordinator

1. Duties of the League Coordinator shall include, but not be limited to, the following:
  - a. Administer and manage the KSCSA softball program as directed by the League Board.
  - b. Represent KSCSA in the community, County of Kauai, and Hawaii State Senior Softball Association in all matters relating to and affecting the KSCSA and its participants.
  - c. Assist the KSCSA in coordinating and implementing non-league play activities, including but not limited to Opening Day Ceremonies, Hawai'i State Senior Association Softball Tournament hosted on Kaua'i, and other opportunities as they arise.
  - d. In the absence of the President or Vice President, shall conduct and preside over

the meeting of the KSCSA Board.

2. Responsibilities of the League Coordinator shall include, but not be limited to, the following:
  - a. Prepare the league playing schedule for the season.
  - b. Coordinate use of County of Kauai parks and facilities.
  - c. Assist in recruitment and training of umpires.
  - d. Assist in the interpretation of playing and non-playing rules as outlined by KSCSA, Hawaii State Senior Softball Association, and Senior Softball USA rules.
  - e. Serve as non-voting chairman of Arbitration Committee.
  - f. Serve as custodian of KSCSA property, such as tents, PA system, etc.
  - g. Purchase game balls, awards, and equipment as authorized by the League Board.
3. The League Coordinator shall be accountable to the KSCSA League Board.
4. In matters not relating to the playing rules, the League Coordinator shall obtain the approval of the KSCSA League Board prior to committing KSCSA to a specific task.
5. The League Coordinator, by 2/3 vote of the League Board, may be removed for conduct not in the best interest of the KSCSA at any regular scheduled or special League Board meeting at the request of any Board member after an appeal process has been conducted.

#### Article X - Committee Chairpersons

1. Committee chairpersons may be appointed by the President or elected by the League Board as needed.
2. Committee Chairpersons shall be non voting members of the League Board.

#### Article XI - Meeting

1. Regular scheduled meeting of the KSCSA League Board will be held on the first Wednesday of each month, as needed, the time and place to be determined by the League Board.
2. Quorum shall be 2/3 of the total number of teams registered in the current season.
3. A team may be represented by Proxy.
  - a. The individual serving as a Proxy may be a member of another team.
  - b. The Proxy shall be allowed to vote for and discuss issues brought to the floor for the team he/she is representing.
  - c. The Presiding officer of the meeting shall be informed of the Proxy when the meeting is called to order.
  - d. The Proxy shall be responsible to pass on all information voted on, discussed, and distributed to the team he/she is representing.
4. Meetings shall be conducted in accordance to the latest standards as published by Robert's Rule of Order.
6. The December meeting of the KSCSA League Board shall be a dinner meeting. The date and location shall be approved by the KSCSA League Board. The titled officers, to include the President, Vice President, Secretary, Treasurer, League Coordinator, and UIC with a guest shall be invited to this dinner meeting. Each team will be allowed two (2) seats at this dinner meeting. Appropriation of funds for this dinner meeting will be included in the annual league budget. Funds will be used for dinner and non-alcoholic beverages only.

#### Article X - Amendments

1. Proposed amendments to this constitution and By-Laws shall be presented in writing at a regularly scheduled meeting of KSCSA League Board.
2. The requestor of the proposed amendment shall provide copies of the proposal for all members of the League Board.

3. Vote to approve or disapprove the proposal shall be scheduled for the next regular scheduled meeting of the KSCSA League Board to allow team representative to discuss the proposal with their team.
4. A 2/3 vote count of the total number of eligible votes for the meeting shall be required to adopt the proposal.

## BY LAWS

### I - Finances

1. All expenditures shall be approved by the League Board.
2. Fundraisers for the KSCSA may be held with the approval of the League Board. All monies raised shall be used for the betterment and enjoyment of the members to include, but not limited to, equipment, rule books, score books, balls, and other purchases as requested and approved.
3. KSCSA shall provide for expenses for air travel, Hotel, and ground transportation for the League Coordinator/Manager or other KSCSA representative to attend the Hawaii State Senior Softball Coordinators meeting held annually in conjunction with the Hawaii State Senior Softball Tournament and only when the meeting and tournament are hosted off the island of Kaua'i.
4. A proposed budget for the current season shall be subject to approval by the League Board at its first regular scheduled meeting of the current season.

### II - Meeting Agenda

The following agenda will be followed at all League Board meetings:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes of Previous Meeting
5. Treasurer's Report
6. Team Reports
7. League Coordinator Report
8. Old Business
9. New Business
10. Adjournment

### III - Policies

1. No political campaigning shall be permitted by a member at any membership function or meeting. The exception will be an agreed and voted on "coffee hour" with all candidates running for the same office invited to the coffee hour with equal presentation time.
2. No petition shall be circulated for signatures at any team function or meeting by any KSCSA member or any non-member unless approved by the League Board, and only on the condition that the petition provides for a direct benefit to the KSCSA.
3. Religious evangelizing shall not be allowed by any member to the general membership of the KSCSA unless approved by the League Board for special occasions such as Easter Sunday, Thanksgiving, Christmas and other specially recognized occasions.
4. Upon death of an active member who is on a team roster, KSCSA shall present a condolences gift of \$50.00 to the surviving family.

#### IV - Playing Rules

Rules governing our softball league shall be in accordance with the latest Hawaii State Senior Softball Rules and the latest edition of Official Senior Softball – USA Rulebook, except for “Local” rules adopted by the KSCSA Board, made a part hereof.



## LOCAL KSCSA PLAYING RULES

Adopted 1/2/2019

### General Rules

1. Playing Rules, in order of priority: Kauai "Local" Rules; the latest Hawaii State Senior Softball Rules, latest Official Senior Softball-USA Rules (ISA)
  2. Season format shall be approved annually by the KSCSA Board.
    - a. League standing and State seeding shall be determined by win/loss record, then head to head play, then run differential, at end of season.
  3. Short Handed Rule
    - a. Ten (10) players shall constitute a team. However, a team may start the game with no less than nine (9) players. A tenth (10th) player may be added at any time during the game, batting in the last (10th) position. Until the 10th position is filled, an out will be declared only the first time that position comes to bat.
    - b. A team unable to field nine (9) players shall automatically forfeit the game.
  4. League Awards
    - a. League awards for the league will be given to: Champions, 2nd Place, 3rd Place, and 4th Place. This will be a monetary award. Distribution shall be as follows:

League Champions:	\$130.00
2nd Place:	80.00
3rd Place:	50.00
4th Place	40.00
  5. One (1) female player younger Age 55 - 59 may be put on the starting lineup along with one (1) male younger Age 55 - 59 at the same time. However, the female younger player will be subject to rules pertaining to a legal (60 and above) player. GRANDFATHERED until all "55s" are of age.
  6. An umpire not from the team assigned to umpire in the schedule shall umpire only with the approval of both coaches. (2/3/16)
  7. If a pitch is not swung at, then a baserunner 's leaving the base after the ball hits the ground is not an out. (5/4/16)
  8. There will be host teams for the 2018 season and thereafter. (5-3-17).
  9. Games shall be 7 innings, unless there is a TKO or the home team is ahead after 6-1/2 innings. If a game is tied at the end of 7 complete innings, International Tie Breaker Rule (Official ISA Senior Rulebook Rule 5.2(2)) will apply. If there is a TKO, the teams may play 7 innings by mutual consent, notwithstanding any later scheduled games. (5/3/17)
  10. No infield practice prior to game except for the first game of the day. (5/3/17)
  11. There is no time limit on games. (5/3/17)
  12. All teams scheduled to play must be ready 30 minutes prior to scheduled start time. First game shall not start earlier than 9:00 a.m.
  13. Team Players: A player is committed to a team upon signing the Roster for the
- Kauai Senior Citizen Softball Association Playing Rules

team and playing in a game. If a player on the Roster hasn't played in any game, the player may change team upon proper signing of the other team's Roster. [Comment: A player who changes teams under this Local Playing Rule will likely be ineligible to play in the State Tournament.] (12/6/17)

14. Pitchers' mask is OPTIONAL.

#### Postponement

1. Request for postponement shall be limited to the following considerations: Death of the member, member's spouse, member's child/grandchild, and member's parent.
2. The League Coordinator/Manager shall be responsible for rescheduling postponed games. Games may be played during the weekday, preferably before the next scheduled games. (5/3/17)
3. No team will be allowed a request to reschedule or relocate any game. Any team not present for their scheduled game will be a forfeiture. [Comment: Existing rules remain unchanged for extraordinary circumstances beyond the control of a team, *i.e.*, traffic.] (12/6/17)
4. Postponed makeup games when scheduled should be the last game of the day.

#### Rainouts

1. Coach of the host team shall be responsible to notify the League Coordinator/Manager if the host team's home field is not suitable for play due to inclement weather.
2. Notification should be made not later than 1-1/2 hour before the scheduled start of the 1<sup>st</sup> game.
3. The League Coordinator/Manager shall make every effort to contact the Head Coaches via Telephone, Email, Text and/or Radio Announcements, with positive two way confirmation. Head Coaches shall be responsible to notify their team members.
4. Games may be moved by the League Coordinator to the next available field. If no field is available, the League Coordinator shall reschedule all games for the next open date.

#### Game Umpires

1. If the league elects to use players to umpire league games, an Umpire in Charge (UIC) may be appointed by the KSCSA Board. This appointment shall be done annually as needed. [Prior paragraph 1, deleted 12/6/17, concerned certified/organized Umpires, and remaining paragraphs renumbered.]
2. Duties of the Umpire in Charge (UIC) shall be:
  - a. Assist the league in recruiting and training of umpires;
  - b. Assist in the interpretation of rules; and,
  - c. When not participating in a disputed game as a player or umpire, may serve as the arbitration committee Chairman in the absence of the League Coordinator or a Titled League Board Officer.
3. The UIC shall be a non-voting member of the KSCSA League Board.



### Arbitration Committee

1. Each team shall submit a minimum of two (2) names to represent their team on the Arbitration Committee.
2. Names shall be submitted to the League Coordinator prior to the start of the season.

### Arbitration Procedure

1. Only an infraction of rules may be arbitrated. Umpire judgment calls shall not be arbitrated.
2. Head Coach, Assistant Coach, or Team Captain shall be the only persons authorized to request an arbitration.
3. Requestor shall inform the Chief Umpire citing the rule that is being violated.
4. Chief Umpire shall suspend the game until a ruling is reached.
5. Time used to reach a decision, shall be added to the game time. [Probably superceded by General Rule 12]
6. The Chief Umpire shall notify the Official Scorekeeper of the request.
7. The Official Scorekeeper, through the PA Announcer, if available, shall call for one (1) member from three (3) teams not involved in the dispute to rule on the arbitration. The League Coordinator or any Titled League Board Officer shall select the committee of three (3) randomly.
8. The League Coordinator or titled League Board Officer shall chair the Arbitration Committee with no vote. If the League Coordinator or any titled League Board officer is not present, the UIC shall serve as the chair.
9. Majority vote of the Committee shall prevail.
10. The ruling of the Arbitration Committee shall be final and binding.

### Code of Conduct

1. Any league member involved in an incident described in this section will be subject to league disciplinary action. No player, coach, manager, or other bench personnel will:
  - a. Physically or verbally abuse an umpire, player, coach, manager, or fan.
  - b. Physically or verbally threaten an umpire, player, coach, manager, or fan.
  - c. Heckle, taunt, or bait members of the opposing team.
  - d. Leave their positions or the dugout for purpose or intent of fighting or

- e. physical confrontation.
  - f. Initiate malicious contact.
  - g. Act in an unsportsmanlike manner resulting in unsafely thrown equipment.
  - g. Intentionally damage or deface the field or playing facilities.
2. In the event of an incident of misconduct, resulting in the ejection of a player or coach, the following will be enforced:
    - a. An ejected player must leave the playing area for the duration of the game. He will not be allowed in the dugout area but may remain in the park as a spectator.
    - b. An ejected coach must leave the bench and playing area for the duration of the game, but may remain as a spectator as long as there is no interaction with anyone on the field or on the bench.
  3. Any ejected player or coach in violation of this rule, or who disrupts the continuation of the game will risk a forfeit being called in favor of the opposing team.
  4. A player ejected from a game as an illegal substitute would not be subject to disciplinary action.
  5. Penalties for misconduct of players or coaches will be determined by the KSCSA Board of Directors in accordance with the Hawaii State Senior Citizens Softball Rules & Regulations of the current season.
  6. Players/coaches found to be in violation of the league's code of conduct, Section 1, will be subject to the following disciplinary action:
    - a. First Offense - Immediate Ejection from game and ineligible for team's next scheduled game;
    - b. Second Offense - Immediate ejection from game and suspended pending decision of the KSCSA Board of Directors;
    - c. Third Offense - Immediate ejection from game and termination of eligibility for the remainder of the current regular season to include state tournament.
  7. Any player/coach involved in a physical fight or violent contact with another player, Coach, or Umpire will automatically be barred from further participation in the league and state tournament.
  8. The KSCSA Board of Directors reserve the right to increase/decrease the penalty awarded based upon investigation, hearing, and appeal of violator. A 2/3 vote of the Board is required.