

Kauai Senior Citizen Softball Association

CONSTITUTION (As amended through 11/3/2021)

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 be 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.
- 5. Sign all checks written on the KSCSA account.
- 6. **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 IX - 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 X - 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. A majority of the serving officers may call a Special Meeting of the KSCSA League Board to consider any issue which requires action before the next regular meeting. The Notice of Meeting shall include a description of the issue to be considered. At the meeting only the issue specified in the notice and related topics may be considered; any other issue is considered tabled until the next regular meeting. Nothing in this section affects other provisions which require advance notice for amendments to the Constitution or By-Laws.
3. Quorum shall be 2/3 of the total number of teams registered in the current season.
4. 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.
5. 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 XI - 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.