

BYLAWS OF THE ANKENY GIRLS SOFTBALL AGSA (AGSA)

Article I. NAME AND LOCATION

Section 1.01 NAME. The name of organization shall be the ANKENY GIRLS SOFTBALL ASSOCIATION, hereafter referred to as the AGSA.

Section 1.02 LOCATION. All girls, no matter their place of residence, may participate in the Recreation Program. Any girl who wishes to participate in the Competitive Program must attend school within the Ankeny School District or reside within the Ankeny School District unless otherwise approved by the AGSA Board.

Article II. PURPOSE AND OBJECTIVE

Section 2.01 The business, purpose, and objective of the AGSA shall not be for profit but shall be as follows:

- a. To promote a high level of sportsmanship among participants, parents, coaches, and spectators.
- b. To provide facilities and equipment necessary for the safe operation of the AGSA
- c. To provide an opportunity for each girl to participate regardless of race, religion, or physical/mental ability.
- d. To establish and maintain rules and regulations providing fairness to all participants
- e. To develop physical skills related to softball and good moral character.

Article III. MEMBERSHIP

Section 3.01 GENERAL MEMBERSHIP. All current Executive Officers, Board members, coaches, players and parents/guardians of players are all considered members of the AGSA. Active participation in meetings and AGSA discussions is encouraged. Members are bound by these bylaws and by the playing rules of the AGSA and are expected to conduct their actions accordingly in all matters pertaining to the AGSA.

Section 3.02 VOTING. Any adult (18 and over) who is an AGSA member shall have one (1) vote in the election process for positions of Executive Board members. The President only votes in the event of a tie.

Section 3.03 TERMINATION. Violation of the bylaws or the rules of the AGSA may result in disciplinary action as decided by a majority vote of a quorum of the Executive Board at any regular or special AGSA meeting. Repeated violation of good sportsmanship or AGSA rule violations or failure to meet membership requirements or misconduct on the part of a member will result in discipline, including but not limited to suspension or dismissal from the AGSA.

Section 3.04 REPLACEMENT. Replacement of any head coach or assistant coach must be approved by a majority of the Board.

Article IV. **EXECUTIVE OFFICERS and BOARD MEMBERS**

Section 4.01 EXECUTIVE OFFICERS. The Executive Officers who make up the Executive Board of the AGSA shall be elected by ballot vote. The positions of Executive Office shall include: AGSA President; 1st Vice President, Director of Revenue & Facilities, Recreation Program Commissioner, Competitive Program Commissioner, Secretary and Treasurer.

Section 4.02 The purpose of the Executive Officers is to set direction for the organization. The entire Board (voting members) must vote on all recommendations\proposals before they can be approved (Majority vote is required). **Regular and recurring normal operating transactions do not require approval from the Board.**

Section 4.03: BOARD MEMBER APPOINTMENTS. It shall be the duty of the elected Officers to appoint qualified people for General Board and At-Large Board positions as necessary for the operation of the AGSA. The General Board positions include:

- Apparel Manager
- Communications Manager
- Competitive Program Registrar
- Development Coordinator
- Equipment & Facilities Manager
- Events Coordinator
- Fundraising Manager
- Marketing Manager
- Recreation Program Communications Manager
- Recreation Program Registrar
- Umpire Manager

Each General Board Member must be approved by a majority vote from the Executive Board.

Recommendations for Board Positions:

Director of Revenue & Facilities	Fundraising Specialist Equipment & Facilities Manager
1st VP	Events Coordinator Apparel Manager
Secretary	Marketing Manager

Communications Manager

Recreation Program Commissioner Recreation Program Registrar
Recreation Program Communications Manager
Umpire Manager

Competitive Program Commissioner Competitive Program Registrar
Development Coordinator

The Board will contract out for a Concession Manager position on an annual basis. The person or persons contracted with for this position may not hold any other position on the Board during the contract period. The Concession Manager will be paid a set fee for the contract period, and the position will be approved annually by the voting members on the Board.

The Concession Manager(s) will be responsible for the following:

1. Clean and prep concession stand.
2. Purchase and order supplies and keep stand adequately stocked during the tournament season, utilizing provided software.
3. Train and hire supervisors/workers.
4. Meet expectations of the Appeals Inspector for properly running a concession stand.
5. Keep track of expenses and organize receipts to show to Treasurer/Board on an “as needed” basis.
6. Meet the expectations as outlined in the AGSA by-laws.

Section 4.04 The BOARD or BOARD MEMBERS are comprised of both EXECUTIVE OFFICERS, and APPOINTED BOARD MEMBERS (Includes General and At Large Board Members).

Section 4.06 TERM. The term of office for Executive Officers and General Board Members shall be for two years (November 1st through October 31st) and thereafter until a successor is elected. The start dates will be staggered to ensure stability on the Executive Board.

EVEN NUMBER YEARS	ODD NUMBER YEARS
President	1st Vice President
Director of Revenue & Facilities	Secretary
Competitive Program Commissioner	Treasurer
Communications Manager	Recreation Program Commissioner
Recreation Program Registrar	Equipment & Facilities Manager
Apparel Manager	Events Coordinator
Umpire Manager	Development Coordinator

Fundraising Manager	Competitive Program Registrar
	Marketing Manager
	Recreation Program Communications Manager

Section 4.07 EXECUTIVE BOARD. The Executive Board shall consist of the above-mentioned Executive Officers. The duties of the Officers shall include, but not be limited to, the following:

(a) AGSA President:

- i. Serve as the chief officer of the Executive Board
- ii. Coordinate committees and the Executive Board members
- iii. Ensure Board decisions are carried out and/or completed
- iv. Chair external functions, appoint special committees, and appoint members to standing committees with the help of the chairman of the standing committee
- v. Coordinate corporate filings with Treasurer
- vi. Represent the AGSA at outside meetings
- vii. Direct and oversee AGSA Board meetings
- viii. Obtain AGSA and other appropriate insurance coverage
- ix. Where authorized, negotiate and sign AGSA contracts. Serve as liaison to the City of Ankeny

(b) 1st Vice President:

The main purpose of this position is to assist the AGSA President in his/her duties.

- i. Recruit, make recommendations for and oversee the Events Coordinator and Apparel Manager
- ii. Will be responsible for the scheduling of indoor facility team practices and outdoor facility (Prairie Ridge Sports Complex)
 - a. Responsible for indoor and outdoor practice scheduling
 - b. Rain / Heat Notification of Coaches
 - c. Communication of Mound Changes to City of Ankeny field staff
- iii. Manage and follow through with all outdoor facility related issues including storage building, concession stand building, scoreboards, batting cages and softball fields. Position will work closely with City's staff and AGSA President on facility issues.
- iv. During any absence or inability of the President to perform his/her duties or exercise his/her powers as set forth in these Bylaws, such duties and powers shall be exercised and performed by the 1st Vice President

- v. When so acting, the 1st Vice President shall have all of the powers and be subject to all of the responsibilities hereby given to or imposed upon the President
- vi. Responsible for Concessions operations including, but not limited to, management of Concessions Manager role, oversight of concessions operations, review of concessions processes
- vii. Will be responsible for making the meeting location arrangements for board meetings

(c) Recreation Program Commissioner:

- i. Recruit, make recommendations for and oversee the Recreation Program Registrar, Recreation Program Communications Manager and Umpire Manager
- ii. Plan, organize and coordinate the Recreation Program season in partnership with the Ankeny Parks and Recreation Department
- iii. Manages financial plan for Recreation Program to include budgeting, setting of fees and management of expenses.
- iv. Co-development of fundraising strategy with Fundraising Manager
- v. Deliver communications of coach expectations at coaches meeting and during the season
- vi. Oversee the Recreation Program Committee which consists of the Recreation Program Registrar, Recreation Program Coordinators and ad hoc positions, as necessary.

e) Competitive Program Commissioner:

- i. Recruit, make recommendations for and oversee the Competitive Program Registrar and Development Coordinator
- ii. Supervise and coordinate the selection of Competitive Program coaches
- iii. Assist Development Coordinator with player tryouts and selection
- iv. Players new to the program will be reviewed by the Competitive Program Commissioner who will work with the appropriate coaches to determine proper placement on a team
- v. Approve all player movement requests within an age division
- vi. Determine coaching bid order based on committee recommendations or present order to board for vote based on committee recommendations.

(f) Secretary:

- i. Recruit, make recommendations for and oversee the Marketing Manager and Communications Manager
- ii. Responsible for posting the monthly board meeting on the AGSA's website

- iii. Shall take notes and prepare the minutes of each meeting. Distribute to the Board in a timely manner and post on the Board website
- iv. Carry out official correspondence as directed
- v. Provides oversight of the AGSA email address and is responsible when the Communications Manager is unavailable

(g) Treasurer:

- i. Will preside over the Board meeting in the absence of the AGSA President and 1st Vice President
- ii. Receive all monies or other property paid or donated to the AGSA and disburses funds of the AGSA as directed by the Board
- iii. Maintain source documentation of payments and receipts
- iv. Maintain books of account for AGSA expenses and reconcile all AGSA bank accounts
- v. Track obligations by the AGSA approved budget line items
- vi. Collect all mail from the AGSA post office box
- vii. Provide current financial information at each AGSA board meeting
- viii. Manage AGSA insurance policies to ensure adequate coverage

(h) Director of Revenue and Facilities:

- i. Recruit, make recommendations for and oversee the Fundraising Manager and Equipment & Facilities Manager
- ii. Development of fundraising strategy and establish annual goals
- iii. Oversight of revenue generation from internal and external fundraising activities
- iv. Execute on indoor facility membership plan and generation of new revenue
- v. Oversight of indoor facility operations and coordination of schedule with the 1st Vice president
- vi. Manage and follow through with all indoor facility related issues and work closely with landlord or 3rd party providers on resolution
- vii. Report all deposits from fundraiser to Treasurer
- viii. Approve individual team fundraisers and present all individual team fundraisers to the General Board

Section 4.08 GENERAL BOARD MEMBERS. The General Board will consist of the following appointed members. The duties of the General Board Members shall include, but are not limited to, the following:

(a) Recreation Program Registrar:

- a. Works directly with the Ankeny Park & Recreation Program Coordinator to help prepare the master schedules for practices and games

- b. Create and maintain Recreation Program team rosters
- c. Coordinate and order Recreation Program player jerseys
- d. Coordinate and schedule weekly field captains during the recreation Program season

(b) Recreation Program Communications Manager:

- a. Monitor Recreation Program email address to answer questions, manage requests and escalate issues to Recreation Program personnel
- b. Communication of program activities, events and updates
- c. Marketing of program to previous year players
- d. Collaboration of social media and website marketing of Recreation Program with Communications Manager
- e. Assist Recreation Program Registrar with rosters, jerseys, picture day and any other operations needs

(c) Competitive Program Registrar:

- a. Coordinates Competitive Program player registration
- b. Ensure that all Competitive Program players are properly registered
- c. Complete and maintain Competitive Program team rosters
- d. Responsible for creating and maintaining registration forms and setting up the online system for registration
- e. Obtain all USSSA, PG and other organizations logins from AGSA coaches
- f. Maintain Competitive Program coaches' applications
- g. Perform and review all Competitive Program Coaches background check report each year.
 - i. Any founded discrepancies will result in disqualification without exception.

(d) Development Coordinator:

- a. Create and coordinate developmental calendar of activities. (i.e. clinics, camps)
- b. Manage pitching & catching team fund allowance coordination
- c. Plan and coordinate competitive program tryouts
- d. Appoint an evaluation team committee to evaluate select age groups at tryouts to be approved by the general board and assist with the team selection process
- e. Develop and distribute age-appropriate practice plan ideas to coaches
- f. Attend practices and assist in drills to coach the coaches, as appropriate
- g. Answer general coaching and development questions from coaches, parents and players

(e) Equipment & Facilities Manager:

- a. Make authorized equipment purchases for teams and facilities

- i. Purchases over \$500 require bids from 3 different sources, if possible, with the Board approving the final source
- b. Keep accurate inventory records of all AGSA equipment and supplies
- c. Disburse equipment to and collect equipment from Competitive and Recreation Program coaches
- d. Maintain a clean indoor facility free of trash and organize equipment on a weekly basis
- e. Monitor locks and combinations on AGSA buildings

(f) Apparel Manager:

- a. Solicit apparel proposals and coordinate presentations to Board, as necessary
- b. Coordinate the selection, purchase and distribution of competitive program team and recreation program team uniforms.
- c. Coordinate and select other AGSA apparel to be made available on all stores (24/7 and scheduled), as needed.
- d. Approve requests for alternate jerseys

(g) Events Coordinator:

- a. Coordinate and supervise AGSA business at all specialty tournaments and special events held at the Prairie Ridge softball complex
- b. Coordinate committees within AGSA prior to specialty tournaments and special events held at the Prairie Ridge softball complex
- c. Work in conjunction with AGSA board, concession manager(s) & apparel manager(s) to create additional revenue sources during specialty tournaments and special events held at Prairie Ridge Softball Complex
- d. Work with tournament director(s) or event director(s) to ensure reasonable needs at Prairie Ridge Softball Complex are met

(h) Umpire Manager:

- a. Secure the services of certified/qualified umpires for reaction program games and AGSA sponsored tournaments.
- b. Schedule umpires for all recreation program regular, make-up and tournament games
- c. Meet with umpires prior to the start of the season to clarify rules and procedures of the recreation program

(i) Marketing Manager

- a. Drives external marketing strategies to drive participation, fundraising and other organizational activities
- b. Develops content for social media to promote organization activities and team successes
- c. Develop content for and keep the AGSA web site current

- d. Work closely with the Communications Manager to ensure consistent messaging

(j) Communications Manager

- a. Responsible for communication to membership through communication portal
- b. Development of content based on AGSA activities and board meetings
- c. Serves as the Secretary should the Secretary not be able to attend a board meeting
- d. Responsible for the AGSA email address. Responds to general inquiries and distributes specific messages to individual board members, as needed
- e. Work closely with the Communications Manager to ensure consistent messaging

(k) Fundraising Manager

- a. Solicit fundraising proposals and coordinate presentations to Board as necessary
- b. Coordinate and supervise all fundraising activities through utilization of team parents
- c. Ensure fundraising material is distributed
- d. Collect all order forms and funds
- e. Work with the Treasurer to purchase fundraising prizes
- f. Distribute orders and prizes
- g. Solicit field sponsorship banners
- h. Design the sponsorship banners
- i. Work with the Treasurer to purchase the sponsorship banners

Section 4.09 VACANCIES. Vacancies occurring in elected offices before the expiration of that term shall be appointed by the AGSA Board President with the approval of a majority vote of the remaining Executive Board. A nominee for the vacated office on the Executive Board shall be a member of the Board of Directors. If no existing Board Member is willing to accept appointments to the vacant position, an exception can be made for a Non-Board Member to be appointed.

Section 4.10 REMOVAL OF OFFICERS. A Board member may be removed from office for good cause by a 75% vote of the Board.

Article V. MEETINGS

Section 5.01 REGULAR MEETINGS. Board meetings will be held once a month on the first Monday of each month, unless it conflicts with a holiday at which time the President may reschedule if necessary. All topics outside of normal discussion must be submitted in writing to

the President five (5) days prior to scheduled meeting to be considered for discussion. The 2nd Vice President will make any necessary meeting location arrangements.

Section 5.02 NOTICE. At least five (5) 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. Regular meetings will be designated by the Board and will be open to all interested persons.

Section 5.03 SPECIAL MEETINGS. The AGSA President or a member of the Board at their discretion may call special meetings. Upon written request of at least six (6) AGSA members, the AGSA President shall call a specific meeting to consider a specific request.

Section 5.04 TRANSACTION OF BUSINESS. The majority of General (voting) Board members (51%) must be present at a meeting to constitute a quorum for the purpose of transacting business. Meetings pertaining to the constitution and by-laws must have 75% of the Executive Board in attendance. The AGSA President shall not have voting rights unless necessary to break tie vote or if his/her vote is necessary to make quorum to consider an issue that cannot be postponed. All meetings will be conducted according to Robert's Rules of Order.

Article VI. **FINANCES**

Section 6.01 REGISTRATION FEES. Registration fees will be determined by the Board in a meeting before each season's registration.

Section 6.02 EQUALITY. The Board shall decide all matters pertaining to the finances.

Section 6.03 AUTHORIZATION. The Treasurer has the authority to issue checks without the approval of the Board to pay bills for the AGSA, so that he/she has the authority to pay. All checks not within the normal course of business, in excess of \$1000, except umpiring costs, will be signed off on by both the President and the Treasurer. AGSA funds in excess of the immediate need should be kept in an AGSA savings account.

Section 6.04 FEDERAL AND STATE REPORTING REQUIREMENTS. The Treasurer shall be responsible for annually filing all required Federal and State information returns and corporate documentation including a board presentation providing significant changes from prior filings.

Section 6.05 FISCAL YEAR. The fiscal year for the AGSA shall be from July 1 to June 30.

Section 6.06 CONFLICT OF INTEREST. This policy will govern any conflict of interest between AGSA and its directors. A conflict of interest exists when any director has a relationship with AGSA which results in pecuniary gain for the director or member of the director's family. Should any director know of an existing conflict of interest they are required to complete the AGSA Conflict of Interest Form. Should a director have a financial or personal interest in any matter coming before the board of directors the following must be met:

1. The conflict of interest must be fully disclosed to the board and the Conflict-of-Interest Form must be completed.
2. The conflict of interest must be approved by a 75% majority vote of the Board of Directors.

3. The conflict of interest must be recorded in the meeting minutes.
4. Any payments made to a director must be at a rate not exceeding market value.
5. Directors must abstain from any vote or discussion concerning any matter which they have a conflict of interest.

Article VII. **COMMITTEES**

Section 7.01 Committees shall be appointed by the AGSA President and/or Board as required to conduct business of the AGSA.

Article VIII. **AMENDMENTS**

Section 8.01 These bylaws shall be adopted or amended by a majority vote of the Board at any regular or special meeting (See Section 5.05). The AGSA President shall maintain a history of the amendments to the bylaws in the Secretary's notebook.

Article IX. **REGISTRATION**

Section 9.01 REGISTRATION FEES. For a girl to participate in the Recreation Program and/or competitive play, she must have paid a registration fee as set by the Board on or before all dates as established by the Board. Competitive Program Commissioner and Treasurer will propose Competitive Program fees by March Board meeting and vote on at April Board meeting. Competitive members may pay installments through the registration system. Financial assistance must be requested to Executive Board meeting prior to the end of registration and approved by the General board.

Section 9.02 FORMS. For a player to participate in Recreation or Competitive Programs and tournament play, the player must have completed, and submitted, all required forms prior to the start of play.

Section 9.03 LATE REGISTRATION. Any girl who fails to register before the deadline may be granted membership as follows:

(a) Recreation Program: The Recreation Program Commissioner, in conjunction with the AGSA President, shall monitor the placement of players on teams until the maximum is reached. Players will be placed on teams in order of the team's status at the draft/draw. The Recreation Program Commissioner has the right to place players on teams to even out competition levels or if a position player is needed.

(b) Competitive Program: The Competitive Program Commissioner shall monitor the team selection process where coaches provide bids to players that are either accepted or denied by the parent after the tryout process.

Section 9.04 REFUNDS. It is up to the discretion of the board to determine the amount or percentage of refund a player may receive. Any requests for refunds must be made in writing prior to team placement announcements. The request must be approved by a vote of the general board. Partial to full refunds may be issued because of family relocation out of the Ankeny school district, injury to the player or for reasons the general board believes warrants a refund. Any players that may not be placed on a team roster are eligible for a full refund. Refunds are generally not issued if the player leaves the AGSA due to team placement or joining another team outside of Ankeny Girls Softball AGSA.

Article X. **LOCAL RULES AND POLICIES**

Section 10.01 RULES AND REGULATIONS. All rules and regulations will be based on a nationally recognized competitive girls' softball organization as selected by the Board. And the Board will modify such rules and regulations for local use as needed.

Section 10.02 AGE DIVISIONS.

- (a) For Competitive Program softball, guidelines from a nationally recognized competitive girls' softball organization will be used for determination of age division eligibility. Parents and/or guardians may request that their child play up in the next age division due to their skill level and softball abilities. Requests must be made using the Ankeny Xtreme Player Waiver Form. Waiver close dates will be communicated annually by the board of directors as part of the tryout plan. The Board reserves the right to deny any request.

Players must participate in tryouts for their age division based on their birth date unless their waiver has been approved by the board. Coaches wishing to offer bids to players outside of their team's designated age division must first seek board approval in writing.

Player movement to a different age division after the team assignment is at the discretion of the Board after presentation of exigent circumstances.

- (b) For Recreation Program, placement is also determined by player's grade that they will enter at the start of the upcoming school year. Age divisions are subject to change based on number of registered players.

- (i) Kindergarten & 1st

- (ii) 2nd & 3rd

- (iii) 4th

- (iv) 5th & 6th

- (v) 7th – 9th

Parents and/or guardians may request that their child play up in the next division due to their skill level and softball abilities. Requests must be made at the time of

registration. The Recreation Program Commissioner reserves the right to deny a request due to general safety concerns.

Player movement to a different age division after the team assignment is at the discretion of the Recreation Program Commissioner after presentation of exigent circumstances.

Section 10.03 PLAYERS PER TEAM. The maximum number of players per team shall be established by the Program Commissioner prior to the team assignments.

- (a) For Competitive Program, following the closing of registration, the Competitive Program Registrar and Competitive Program Commissioner will present registration numbers to the General Board. The General Board will determine if registration for an age class needs to be extended and/or capped.

Section 10.04 CODE OF CONDUCT. Any player, spectator or coach who is directly ejected from a game shall immediately leave the AGSA complex and shall not be allowed to participate in the next game. If a subsequent ejection or dugout restriction occurs within the same season, the player, spectator or coach may be banned from the AGSA-complex for the season. Any coach receiving three ejection or dugout restrictions within 12 months of each other will give up his/her board position immediately (if serving on the board) and serve a two-year suspension from the AGSA. The two-year suspension includes, but is not limited to, a restriction from coaching and participation on the Board. The executive board has the right to increase this suspension should they see fit.

At any time during the season a coach is ejected from a game, or restricted to the dugout, the coach must notify your respective Commissioner within 72 hours of the incident. The coach must provide, in a written format, the events leading up to the ejection/restriction. If this is not done within the 72-hour period, the Commissioner has the right to suspend the coach for one game. Once the Commissioner has been notified, he/she will contact the tournament director to attempt to identify the umpire to obtain his/her point of view on the situation and will share the findings at the next executive board meeting.

Article XI. **GRIEVANCE PROCEDURES**

Section 11.01 FILING. Grievances must be filed in writing, signed by the complainant, and presented to the Recreation Program Commissioner or Competitive Program Commissioner within 48 hours of the alleged violations. A complainant is defined as a player, parent, coach, umpire, board member, or member of the program.

Section 11.02 PROCESSING. The grievances will be referred to by the Recreation Program Commissioner or Competitive Program Commissioner within 24 hours of receipt, to the Board. The Board will review the grievances, evaluate the issue and reach a decision within 7 days of receipt of the charges. If the issue involves a discipline issue, then by a 75% vote, may discipline the player or coach or dismiss the charge. Expulsion will be final.

Section 11.03 CONFLICTS. No Board member involved with the player or team involved will have a vote in the final decision. Involvement is defined as being related to the coach or assistant coach(s) or team members of the party concerned.

Article XII. **COACHES**

Section 12.01 SELECTION. While all coaching positions in the AGSA are volunteer-oriented, the AGSA reserves the right to select or reject coaches. Persons requesting a coaching position will be required to apply and provide clearances/authorizations for background checks as requested by the AGSA prior to the competitive season or recreational season. Any founded discrepancies will result in disqualification. No exceptions. In the event there are more coaching position requests than available positions, the Executive Board will make the final selection.

Competitive Program teams will have 1 head coach and max of 2 approved assistant coaches. 8U division may have co-head coaches.

- (a) Section 12.02 PERFORMANCE. The AGSA provides a recreational sports activity for the players, and while competition is a healthy thing, overly aggressive behavior will not be tolerated. We must provide a positive character-building experience for all players. Coaches should:
- (a) Honor the game by encouraging teamwork and good sportsmanship. Show respect for the players, opponents, fans and officials
 - (b) Use positive motivation and recognition to support all players
 - (c) Place the emotional and physical well-being of the players ahead of a personal desire to win
 - (d) Treat each player as an individual, remembering the large range of emotional and physical development for the same age group
 - (e) Do one's best to provide a safe playing situation for the players
 - (f) Lead by example in demonstrating fair play and sportsmanship to all players
 - (g) Provide a sports environment that is free of drugs, tobacco and alcohol, nicotine based products, and refrain from their use at the youth complex
 - (h) Be knowledgeable of applicable rules and teach them to the players
 - (i) Use those coaching techniques appropriate for each of the skills taught to the players
 - (j) Remember that one is a youth sports coach, and that the game is for children and not adults
 - (k) Attend Coaches clinics put on by the AGSA

Article XIII. **RECREATION PROGRAM TEAM SELECTION**

Section 13.01 All teams will be assigned in the following manner:

- (i) All competitive program players will be distributed and assigned to teams equally by the Recreation Program Registrar.
- (ii) Special requests (i.e. sisters on same team) will be considered and assigned to teams.

Section 13.02 PROTECTED PLAYERS. The daughter(s) of the coach and one (1) assistant coach may be automatically assigned to the coach's team.

Section 13.03 SISTERS. All sisters in the same age division will be placed on the same team unless specifically requested otherwise by the parent/guardian at registration.

Section 13.04 LATE REGISTRANTS. Late registrants that have been approved by the Board shall be placed on the next team that does not have the maximum number of players. The Recreation Program Commissioner has the right to place players on teams to even out competition levels or if a position player is needed.

Section 13.05 PLAYER EQUIPMENT. The AGSA will provide jerseys, bats, balls, batting helmets and catching equipment. All equipment must meet or exceed ASA and USSSA requirements. When not in use during the regular practice and playing season, the playing equipment will be stored in a shed at the complex. Inventory, maintenance and disbursement of equipment are the responsibility of the Equipment Manager. All AGSA equipment must be returned to the Equipment Manager within one week after the last regularly scheduled Recreation Program game.

Section 13.06 DISTRIBUTIONS. The Equipment Manager shall determine a date to distribute the equipment to coaches. Coaches, or their suitable representative, shall attend equipment handout to ensure proper transfer of equipment.

Section 13.07 MAINTENANCE. All equipment will be handled, used and stored in an appropriate manner. Any mistreatment of equipment by an AGSA member may result in disciplinary action being taken by the AGSA.

Section 13.08 INVENTORIES. The Equipment Manager is to keep a record of all playing and field maintenance equipment owned by the AGSA.

Section 13.09 PLAYER OWNED EQUIPMENT. Equipment shall meet USSSA and ASA requirements.

Article XIV. **COMPETITIVE TEAMS**

Section 14.01 PURPOSES. The Competitive Program is designed to offer players the opportunity to experience softball on a more competitive level against teams on the state, regional and national level throughout the summer. Our goal is to have enough teams and coaches to accommodate all players interested in playing Competitive Program softball. However, the

AGSA will not guarantee all players will have a team or be able to play in the competitive program.

Section 14.02 COMMITMENT. Participation in the Competitive program requires a commitment on the part of the coaches, players and parents. The President and the Competitive Program Commissioner shall discuss this commitment for practices, games and tournaments with the players and parents at the Parents' Meeting prior to the start of the season.

Section 14.03 AGE DIVISIONS. The AGSA shall sponsor at least one (1) team in the 6U, 7U, 8U, 9U, 10U, 11U, 12U, 13U and 14U age divisions provided there is sufficient interest to field teams. When there is sufficient interest to field additional teams in an age division, the AGSA will consider sponsorship of additional teams in order to promote the development of the players and the betterment of the program.

Section 14.04 TRYOUTS. Tryouts will be set by no later than February general board meeting.

Section 14.05 PLAYER MOVEMENT. Movement of players must be completed before March 1st unless otherwise approved by the Board. All player movement requests must be submitted to the Competitive Program Commissioner to which they will review these requests with the Executive Board to determine if movement is warranted. Discussion with the respective Competitive Program coaches will then occur.

Section 14.08 DISPUTES.

(a) Any dispute regarding the formation of teams shall be forwarded to the Executive Board for discussion and resolution.

(b) The Competitive Team Commissioner may request disciplinary action, including but not limited to removal of a coach or player from a competitive team to the Executive Board.

Section 14.09 FUNDING. The funds for sponsorship of the competitive team program shall be derived from the AGSA. Players shall also be assessed a competitive team registration fee, which shall be determined by the Board, in consultation with the Executive Board.

Section 14.10 EQUIPMENT. The AGSA shall provide equipment for each Competitive Program team that shall include a gear bag, net, balls, scoring book(s) and catching equipment (6U-8U only). Each Competitive Program player is responsible for their own batting helmet(s), fielding mask, gloves, bat and catching equipment (9U-14U only). Additional equipment requests can be made to the Equipment Manager on a case-by-case basis. A fielding mask is recommended for all age groups and required for all positions at the 6U, 7U, 8U, 9U, and 10U level. A fielding mask is required for infield positions and recommended for the outfield positions at the 11U, 12U and 13U levels all equipment must meet or exceed ASA and USSSA requirements. All AGSA equipment must be returned to the Equipment Manager within one week after the last regularly scheduled Recreation Program or Competitive Program game unless otherwise approved by the Equipment Manager.

Section 14.11 UNIFORMS. The AGSA Board shall determine the uniform for Competitive Program prior to the fall competitive season. The cost of the team uniforms will be the responsibility of the player. No changes to the uniform, such as the additional of names, logos or any other printing will be permitted. Failure to comply will result in the player being required to purchase a new jersey.

These Bylaws were adopted as written by the Executive Board of the Ankeny Girls Softball Association effective, October 31, 2006.

The Bylaws were modified and approved as modified on March 7th, 2011.

The Bylaws were modified and approved as modified on February 8th, 2016.

The Bylaws were modified and approved as modified on April 3rd, 2017.

The Bylaws were modified and approved as modified on January 7th, 2019.

The Bylaws were modified and approved as modified on January 4th, 2020.

The Bylaws were modified and approved as modified on November 1st, 2022.

The Bylaws were modified and approved as modified on November 6th, 2023.

The Bylaws were modified and approved as modified on February 5th, 2024

The Bylaws were modified and approved as modified on October 7th, 2024.

The Bylaws were modified and approved as modified on January 6th, 2025.

The Bylaws were modified and approved as modified on June 20th, 2025.

The Bylaws were modified and approved as modified on October 6th, 2025.