

THE SEWICKLEY AREA ATHLETIC ASSOCIATION (S.A.A.A.)

CONSTITUTION AND BY-LAWS

ARTICLE I - NAME

SECTION 1. The legal name of this organization shall be Sewickley Area Athletic Association, hereafter referred to as S.A.A.A.

SECTION 2. The mailing address of the organization shall be, Sewickley Area Athletic Association PO Box 245 Rillton, PA 15678

ARTICLE II – PURPOSE

SECTION 1. The purpose of the organization shall be to service our youth by providing an opportunity for healthy activity and training under good leadership in the atmosphere of community participation.

SECTION 2. The Sewickley Area Athletic Association is a non-profit organization, which is dedicated to organizing and supporting youth sports and social programs within Sewickley Township. No part of the net earnings of S.A.A.A. are for the benefit of any private shareholder or individual. S.A.A.A. reports solely to its membership, and all earnings of SAAA belong to the membership.

ARTICLE III - MEMBERSHIP

SECTION 1. All officers, coaches, and players and parents are members of the organization

ARTICLE IV - EXECUTIVE BOARD

SECTION 1. The Executive Board shall be seven in number, made up of the following, who are elected and serve a two-year term.

- A. PRESIDENT
- B. VICE PRESIDENT
- C. SECRETARY
- D. TREASURER
- E. ATHLETIC DIRECTOR
- F. BASEBALL COMMISSIONER
- G. SOFTBALL COMMISSIONER

SECTION 2. There shall be a yearly election held in October. Each board position term shall be staggered with Vice President, Secretary, Baseball and Softball Commissioner being elected on even years and the President, Treasurer and Athletic Director being elected on odd years. In September public notice will be given of which Board positions are open for nomination. Nominations must be received by the Executive Board by October 1. Public notice will then be given of nominees, and time and place of meeting to be held in October. New Board members take office on November 1.

SECTION 3. The Executive Board of the organization shall serve as the officers and will act in the name of the organization.

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SECTION 4. Upon the early retirement, resignation, or removal of any Executive member, that member's replacement shall be determined by a majority vote of the remaining members.

SECTION 5. The Executive Board has the power to remove by resolution any member of the Executive Board. Four members of the Executive Board must approve resolutions.

SECTION 6. The Executive Board may seek to employ any individuals or firms to assist them in the daily operations of the organization.

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SECTION 7. For any major purchases over \$500.00 the Executive Board must three bids and have a majority vote for purchase. This vote may be conducted President via phone call, or email.

ARTICLE V - MEETINGS AND QUORUM

SECTION 1. Regular Board meetings of the organization shall be held monthly at a time and place to be determined by the Executive Board. Public notice will be given as to the time and place.

SECTION 2. The President, may at any time he feel necessary, call special meetings upon notice to the other officers.

SECTION 3. Unless otherwise provided herein, the business of the organization shall be conducted by the Executive Board.

SECTION 4. Four of the Executive Board members constitute a quorum for conducting business.

ARTICLE VI – AMENDMENTS

SECTION 1. No amendments can be made to these by-laws except at a regular meeting of the organization.

SECTION 2. No amendments may be made to these by-laws unless a formal notice of the proposed amendment has been given at a previous regular meeting of the organization.

ARTICLE VII - DUTIES OF THE OFFICERS

SECTION 1. The duties of the President shall consist of, but are not limited to:

- A. Presiding over and providing an agenda for all Executive Board meetings.
- B. Overseeing all Board functions and advising all committees involved in Board functions.
- C. Keeping all Board members informed in any change in league rules in baseball or softball.
- D. Shall be a standing member and advisor of all committees.

SECTION 2. The duties of the Vice President shall consist of, but are not limited to:

- A. All the duties of the President in the event the President is unable to perform his/her duties.
- B. Assist the President whenever and wherever needed.

SECTION 3. The duties of the Secretary shall consist of, but are not limited to:

- A. Keeping accurate minutes of all board meetings.
- B. Notifying Board members of scheduled meetings.
- C. Preparing any and all correspondence relating to the operation of the S.A.A.A.

SECTION 4. The duties of the Treasurer shall consist of, but are not limited to:

- A. Provide an itemized financial report at all board meetings.
- B. Oversee any and all fundraisers.
- C. Collecting, depositing, and disbursing of all funds
- D. Appointing chairpersons for all fundraising activities.

SECTION 5. The duties of the Athletic Director shall consist of, but are not limited to:

- A. Providing a projected budget for the upcoming with regard to equipment purchases and field improvements.
- B. Ordering and purchasing, with board approval, all equipment needed for the athletic program
- C. Ensuring the conditions and playing safety of all fields, appointing a chairperson and workers to make necessary repairs and improvements. Game day preparation is the duty of individual coaches.
- D. Handling of all equipment and scheduling of all teams for practices at all fields.

SECTION 6. The duties of the Baseball Commissioner shall consist of, but not are not limited to:

- A. Attending all league and association meetings. In the event the commissioner is unable to attend he/she will consult with the President about appointing a representative.
- B. Providing all coaches at all levels, and all Board members any change in league rules and regulations.
- C. Overseeing all levels of baseball from instructional through Colt League. This includes, the handling of any problems with umpires, coaches, players and parents. All serious problems will be brought to the Board for final decision.
- D. Working with the Athletic Director in securing safe playing conditions at all fields, and helping to appoint committees and workers.
- E. Working in conjunction with the Athletic Director in the handling of the equipment, and the scheduling of all teams for practices at all fields.

SECTION 7. The duties of the Softball Commissioner shall consist of, but are not limited to the same duties as the Baseball Commissioner wherever applicable.

ARTICLE VIII - COACHES DUTIES

SECTION 1. The duties of the Coaches within SAAA shall consist of but are not limited to:

- A. Contacting and scheduling of umpires for all games, makeup games, rainouts etc.
- B. All field preparation on game days
- C. Providing to SAAA completed and signed Coach And Player Conduct and Responsibilities Contract for all player of his/her team.

- D. Providing to SAAA copies of the required clearance for the head coach and at least one (1) assistant coach from his/her team.
- E. Providing to SAAA a copy of a birth certificate for each player of his/her roster.

RULES AND REGULATIONS OF SEWICKLEY AREA ATHLETIC ASSOCIATION (S.A.A.A)

The following are the rules and regulations of SAAA and are not intended to be part of the by-laws of the organization. These can be changed at any as deemed necessary by the organization.

1. No player or coach is allowed to participate in any SAAA activities (games, practices etc.) without a completed and signed "Coach and Player Conduct And Responsibilities Contract" on file with the Executive Board of SAAA.
2. It is required by the organization that each head coach and at least one (1) assistant coach provide to SAAA, copies of ACT 33 and ACT 34 clearances. These clearances will remain on file with SAAA and will considered to be valid for up to two (2) years from the date of issue. This information will be treated as confidential and will not be shared with anyone outside of the Executive Board of the organization unless requested by an outside party.
3. Player birth certificates will remain on file with the SAAA Executive Board for as long as the player is part of the organization. This information will be treated as confidential and will not be shared with anyone outside of the organization unless requested by an outside party.
4. The next election of officers to the SAAA Board will take place in October 2014. At that time nominations will be accepted for Vice President, Secretary, Baseball Commissioner and Softball Commissioner.
5. The next election for the positions of President, Treasurer and Athletic Director will take place in October 2015. After this election we will revert back to Article IV-Section 2 of the bylaws of the organization.

President

Baseball Commissioner

Vice President

Softball Commissioner

Secretary

Athletic Director

Treasurer