

**OPERATING GUIDELINES OF**  
**CLARKSTON YOUTH BASEBALL ORGANIZATION**

**Section 1: Mission Statement.**

The Clarkston Youth Baseball Association is an Organization dedicated to providing Clarkston area youth the opportunity to participate in the sport of baseball at the highest amateur level. The Organization is dedicated to training the players and coaches involved in the Organization in the fundamental aspects of the game and providing the highest level of competition possible. The Organization is committed to providing the funding and administration necessary to sustain such a program for Clarkston area youth ages 8 through 19. The emphasis of the Organization is on the "team" and also on the development of leadership skills in all of the players and coaches who participate in the Organization. Participation in the Organization shall be without regard to race, creed, color or religion.

**Section 2: Organization Structure.**

- A. The Clarkston Youth Baseball Organization will be governed by a Board of Directors which shall be comprised by the officers of the Organization.
- B. The Organization will seek to fund and provide administrative support for boys' baseball teams known as the Clarkston Riverdawks for the following age groups; 8 year old; 9 year old; 10 year old; 11 year old; 12 year old; 13 year old; 14 year old; 15-16 year old; 17 year old, 18 year old, 19 year old. The operation of the baseball teams shall be pursuant to the By-Laws of the Clarkston Youth Baseball Organization and these Operating Guidelines.

**Section 3: Financing**

- A. The Clarkston Youth Baseball Organization will appoint a fund-raising committee to oversee all fund-raising efforts.
- B. Board of Directors, managers of respective teams and parents who have children playing on the respective teams shall be responsible for fund raising.
- C. All fund raising conducted on behalf of the Clarkston Youth Baseball Organization and any one of its individual teams shall benefit the Organization as a whole. It is the intent of the Clarkston Youth Baseball Organization to completely fund the operation of each individual team.
- D. The Organization will establish a fund-raising goal at the beginning of the year. The Clarkston Youth Baseball Organization will notify all parents of each team that the parents will be responsible for any deficiency in the team's fund-raising efforts. All parents must acknowledge their responsibility for any deficiencies in writing.
- E. There shall be one bank account for the Organization into which all fund-raising receipts shall be deposited and all disbursements for operating expenses shall be distributed.
- F. The Organization will seek to be funded through various sources including but not limited to the following:
  - 1. Player registration fees.

2. Individual and corporate sponsorships.
  3. Organizational-wide fund-raising events.
  4. Organization raffle
- G. No monies may be raised on behalf of any individual team independent of the Organization.
- H. The Board of Directors will prepare an annual budget no later than September 1st of each year for the subsequent year's activities. The annual budget shall be presented to the members at an optional new player/parent meeting on an annual basis. All organizational expenses will be accounted for in the budget, including but not limited to equipment purchases, clinic fees, practice facility fees, tournament fees, etc. All equipment purchased shall remain the property of the Clarkston Youth Baseball Organization. No money may be spent by the Clarkston Youth Baseball Organization without prior Board of Director approval. Special requests for the expenditure of monies on behalf of an individual team may be made in writing to the Board.
- I. The Board of Directors shall be responsible for filing the organizations annual 990 report. This information is publicly available to all members of the Organizations at all times.
- J. The Board shall maintain the books and records of the organization. The board shall prepare and review financials statements at its regular meetings. Members may review financial statements prepared by the Board in the presence of the Board only.

**Section 4: Selection of Managers.**

- A. All managers for each individual team will be selected by the Board of Directors. The manager's term shall be for one year. Managers will be notified of their positions by July 15th.
- B. Each manager shall select not less than two assistant coaches per team. Selection of the assistant coaches shall be in the manager's discretion.
- C. The Board of Directors has the authority to dismiss, at any given time, a manager, or coach whose behavior they feel is detrimental to the welfare of the Organization.

**Section 5: Responsibility of Managers.**

- A. It is the Organization's intent to have each team, with the exception of the 15 - 19 year old teams, begin practice in January or February of each year. The manager is expected to organize and attend these practices. Funding for the fees associated with these indoor practices will be provided by the Organization. The Organization will also provide the site for the practices.
- B. All managers are required to attend at least one coaching clinic per year. All coaches in the Organization will be advised of at least one clinic that will be paid for by the Organization. Payment for any additional clinics that the coach wishes to attend will be reviewed on a case-by-case basis by the Board of Directors.
- C. All coaches are expected to endeavor to provide the highest level of coaching possible for their team. This includes providing professional coaches from time to

time to assist in the areas of hitting and pitching. The Organization will attempt to provide these professional coaches, again at the expense of the Organization. Payment for additional professional coaches will be reviewed on a case-by-case basis by the Board of Directors.

- D. Each manager, with the exception of the 15 – 19-year-old teams, shall be responsible for coaching his team in at least three USSSA tournaments. Payment for these tournaments will again be provided by the Organization. Payment of additional tournaments for each individual team shall be reviewed on a case-by-case basis by the Organization. The Organization expects each coach to be guided by the Organization's philosophy that all teams shall compete at the highest level possible in choosing additional tournaments that the coach wishes to enter his or her team in.
- E. Each manager is responsible for selecting a representative from his or her team for the Organization's fund-raising committee. The manager is expected to stay in close contact with this person and at all times be aware of his or her team's fund-raising activities.
- F. All managers are required to attend Board of Director meetings as requested by the Board.
- G. Each manager is responsible for maintaining and inventorying the equipment of the team. All equipment of the team remains property of the Organization.

**Section 6: Team and Player Selection.**

- A. A resident is defined as someone who lives in or pays property taxes in Independence Township and/or the Clarkston school district.
- B. 70% of all players on each team should be residents.
- C. Additional players can be non-residents.
- D. All players must attend at least one try-out in order to be chosen to play on a team.
- E. Try-outs will be held for players 19 and under in the Summer of each year.
- F. Managers must attend all try-outs.
- G. Try-outs will be open for all positions on all teams each year.
- H. A registration fee will be assessed to each player. A player that plays on more than one team must have approval of the Board of Directors and must pay the same fee paid by players of both teams. All player fees must be paid prior to participation of the team's first practice.
- I. Each team's roster shall have no less than 10 players and no more than 13 players.

**Section 7: Playing Minimums.**

- A. For the 8, 9, 10, 11 and 12 year old teams it is mandatory that each player play two innings in the field each game and bat at least one time, unless a player is being used as a designated hitter or assigned hitter. No player may be used as a designated hitter or assigned hitter in more than 15% of the team's games.

- B. For the 13, 14, 15, 16, 17, 18, 19-year-old teams it is recommended that each player play two innings in the field in each game and bat at least once.

**Section 8: Field Decorum.**

- A. The action of all players, coaches, managers, parents and relatives must be above reproach. All parents, players and managers must sign a code of conduct prior to the team's first game.
- B. Only uniformed players, managers, coaches are permitted within the confines of the playing field just prior to and during the game.
- C. No use of tobacco products or alcoholic beverages is permitted on the playing field, the bench or the dug-out.
- D. All players must be in full uniform including caps for each game. Otherwise, they cannot play.

**Section 9: Grievances.**

- A. All grievances of any player, coach or parent shall be brought to the attention of the Board of Directors in writing and any action will be decided by the Board of Directors. The decision of the Board of Directors is final.

**Section 10: Amendments.**

- A. These operating guidelines may be amended, altered, changed, added to or repealed by a majority vote of the Board of Directors at any meeting.