

ESCONDIDO GIRLS SOFTBALL LEAGUE
BYLAWS
2026-2027

ARTICLE 1 – NAME

Section 1 The name of this organization is Escondido Girls Softball League. The acronym for the name of this organization is EGSL.

ARTICLE II – PURPOSE

Section 1 The goals of this organization are to promote friendship, to develop good sportsmanship and self discipline as it pertains to an organized sport, and to mold and strengthen positive characteristics in our youth as they enjoy the benefits of recreational competition, learn the fundamentals of softball and enhance their softball skills.

ARTICLE III – PROCEDURE AND GOVERNMENT

Section 1 “Robert’s Rule of Order, Newly Revised” shall be used as a reference to the Board and the committees, unless otherwise specified in the By-Laws.

Section 2 The government of the organization shall be vested in a Board of Directors hereafter referred to as the Board, who will be elected annually and serve thirteen (13) months. The Board, as elected Closing Day of each year, shall take office June 15 of that year and serve for thirteen months with service ending July 15 of the following year. New board members will not have voting power for the first month of office.

Section 3 The Board shall consist of the President, Vice President, Secretary, Finance Director, 6U Director, 8U Director, 10U Director, 12U Director, 14U Director, Uniform Director, Tournament Director, Equipment Director, Publicity Director, Player Agent, Scheduler, Webmaster, Registration Director, Player Development Director, and Umpire in Chief. All Board positions, with the exception of the Executive Board positions (President, Vice President, Secretary, and Finance Director), may be filled by up to two (2) individuals serving as Co-Directors. No members of the Executive Board shall be related to one another.

Division Directors and their families may not serve as a manager, coach, assistant coach, or player in the division for which they are Director. Any exceptions must be approved by a majority vote of all Board Members.

A. In the event that one or more of the above Division does not exist, the specified Director(s) will become a member at large.

B. Board vacancies will be filled by Board appointment.

C. The Board may remove any Board Member by a two-thirds (2/3) vote of all Board Members present at the board meeting with a quorum.

D. The Executive Board shall consist of the President, Vice President, Secretary, Financial Director, and one additional board member as voted in by the board.

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- Section 4 The President or at least five (5) voting Board Members may request a special or emergency meeting of the Board. Notice of the time, place, and purpose of the meeting shall be given at least twelve (12) hours prior to the meeting. Such a meeting may be a closed meeting by Board discretion.
- Section 5 A majority of the Board shall constitute a quorum for the transaction of all business, including special or emergency meetings.
- Section 6 It shall be the responsibility of the Board to establish all administrative and playing rules for the league.
- Section 7 Board Members are required to perform Field Duty during their term, as outlined in their respective job duty descriptions, in order to maintain voting rights. Voting rights may be suspended at the discretion of the Executive Board for failure to fulfill required Field Duty responsibilities. Board Members must provide advance notice and a reason when they are unable to fulfill a scheduled Field Duty or other required event. Failure to perform Required Field Duty may result in suspension of voting rights and/or suspension from the Board position, as determined by the Executive Board.
- Section 8 The General Membership is anyone of the age eighteen (18) years or older with a vested interest in EGSL. Vested interest is defined as the parents of an EGSL player and rostered volunteers.
- Section 9 Special meetings of the general membership may be called by the Board whenever it is deemed necessary, or shall be called by any Executive Board member upon written petition of not less than fifty (50) voting members.

ARTICLE IV – OFFICERS AND THEIR DUTIES

All Board members are required to:

- Work Freedom and other tournaments hosted by EGSL
- Perform 3-4 field duties a month during regular season
- Perform 2-3 field duties during Fall Ball season
- Attend 1-2 Board meetings a month, which supersedes practice responsibilities
- Maintain privacy of information under their control
- Assist with Registration

Board Member “Good Standing” Requirement

All board members must remain in good standing with the league to serve and continue in their role. Good standing is defined as:

- Compliance with all EGSL Bylaws, USA Softball guidelines, the

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Volunteer Code of Conduct, and the Board of Directors Code of Conduct

- Completion of all required certifications (e.g., background check, SafeSport, concussion training)
- Consistent participation in board meetings and assigned duties
- Not on an active suspension.

Failure to meet the above conditions may result in disciplinary review and potential removal by a majority board vote.

Credential Transfer and Account Security

Any board member, director, or volunteer holding a position that involves access to EGSL accounts requiring a username, email login, or password (e.g., league email accounts, website admin access, social media profiles, financial platforms, registration systems, etc.) must securely transfer all credentials upon vacating the position.

Passwords for all applicable accounts must be changed:

- Immediately upon a change in personnel assigned to that position
- By the incoming board member or a designated league administrator

Outgoing board members or volunteers must provide a full list of relevant accounts, credentials, and recovery email/phone details prior to departure.

Incoming individuals shall confirm receipt of updated credentials and ensure passwords are reset using best practices for security (e.g., complex passwords, unique access).

Failure to transfer or update credentials in a timely manner may result in disciplinary action or temporary suspension of account access at the discretion of the Executive Board.

PRESIDENT

- Preside over all meetings
- Coordinate all league activities
- Field superintendent
- Liaison with the City
- Responsible for volunteers
- Responsible for functions
- Check signer
- Contracting Officer

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VICE PRESIDENT

- Assist President
- Chairman of fundraisers
- Responsible for coordinating league and team sponsorships
- Oversee all aspects of banners for sponsors
- Check signer
- Serve in President's capacity in his/her absence

SECRETARY

- Keep minutes of all meetings
- Correspondence
- Keep voting records
- Check signer
- Coordinator of all League documents
- Member of Registration Committee
- Member of Safety Committee

FINANCIAL DIRECTOR

- Issue checks and payments as directed by the Board
- Balance and reconcile all bank and merchant accounts
- Ensure compliance with non-profit rules and regulations
- Submit Monthly Financial Statements to Executive Board
- Complete financial reports at year end/submit books for year-end review
- Check Signer
- Contracting Officer
- Liaison between the bank and the League
- Liaison between tax preparer and the League
- Can conduct all bank transactions on behalf of league
- Must close out books for transition to a new Financial Director
- Submit bi-annual City Admin Report
- Coordinate with Registration Director for maintaining league/player insurance
- Member of Safety Committee
- Member of Registration Committee
- Reviews and approves financial aid and scholarship applications with the Executive board
- Liaison with City

6 & UNDER; 8 & UNDER 10 & UNDER; 12 & UNDER; 14& UNDER
DIRECTORS (Within their division)

- Responsible for all activities, drafts, evaluations in their respective divisions.
- Assist in the preparation of all information for coaches' packets, including Roster
- Work with Player Agent

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- Advise Scheduler of games to be rescheduled and notify coaches
- Will present to Board all questions and concern from coaches/parents
- Will disseminate pertinent information to coaches
- Maintain waiting list; place players on teams as needed
- Facilitate Coaches Evaluation and Meet with Coaches to discuss Evaluations
- Will be responsible for heading the committee for ALL-STAR and Select Teams /players/parents
- Member of Disciplinary Committee if issue falls under your respective division
- Members of the Fall Ball Committee

SCHEDULE DIRECTOR

- Will schedule all spring recreational games with Board approval
- Reschedule all spring recreational rained out games.
- Attend spring Superleague meetings
- Schedule spring Superleague home games.
- Schedule practice fields and maintain field reservation calendar
- Report alternate field assignments to Division and Financial Directors for Insurance
- Manage field lights for all practices and games.
- Work with UIC for umpire game assignments.

TOURNAMENT DIRECTOR

- Member of Protest Committee
- Will schedule ALL-STAR Teams outgoing Tournaments
- Tournaments: mailing, coordinator with publicity director for awards, registration, operations, volunteers
- Director must be available during the entire Freedom Tournament
- Will schedule all playoff games-regular season.
- Will coordinate any and all tournaments hosted by EGSL
- Will coordinate field crew as needed

WEBMASTER DIRECTOR

- Maintain website
- Post standings and summaries on website
- Prepare tryout forms, make copies for coaches
- Organizer of friendship games
- Work with publicity
- responsible for setting up seasonal registration and any special event items on website

PUBLICITY DIRECTOR

- Provides press releases as directed by President
- Coordinate social media campaigns
- Responsible for advertising campaigns
- Coordinate scorekeeping training session (s) Get two (2) or more bids for trophies and purchase all awards for both rec season and any tournaments hosted by EGSL
- Create End of Season programs

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UNIFORM DIRECTOR

- Acquire comparable spring rec uniform bids for Board review
- Purchase all uniforms with Board approval
- Coordinate tournament team (All-Star and Select) uniforms, and all others as may be needed

EQUIPMENT DIRECTOR

- Complete pre-season equipment inventory
- Supply Board with list of equipment to be purchased.
- Purchase all equipment, with Board approval
- Responsible for inventory control, repairs, distribution of all equipment
- Member of Safety Committee

PLAYER AGENT

- Act as liaison between Players, Parents, Coaches and Division Directors
- Chairperson for Safety Committee
- Coordinate field duty
- Get bids and coordinate league photos and sponsorship plaques
- Schedule teams for all picture days

PLAYER AND COACH DEVELOPMENT DIRECTOR

- Develop player clinics that target specific age groups, skill levels and all aspects of game play
- Strength training / conditioning for upper divisions
- Develop player events that promote community awareness of EGSL programs
- Develop outside resources for player growth and league promotion (college softball programs, batting cages, etc.)
- Establish a network of professional instructors for players and parents to access
- Provide both in league and outside professional opportunities for coaching clinics throughout the season
- Establish a mentoring program for new coaches
- Develop or locate clinics for coaches to participate in.

REGISTRATION DIRECTOR

- Coordinate all registration for players and coaches
- Work with Financial Director and coordinate league player insurance certificates
- Oversee Registration Duties dispersed to Committee Members
- Responsible for ensuring accurate player records through digital platforms
- Preparing the rosters and other information required by select and all-star tournaments

UMPIRE IN CHIEF

- Manage EGSL umpires
- Recruit and train umpires
- Schedule umpires for all required games
- Coordinate game per diem with finance director
- Liaison between schedule directors, division directors, and umpire
- Contact official Umpire organizations, get bids and be the point of contact
- Member of the Protest Committee

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NON- VOTING SERVICE POSITIONS APPOINTED BY EXECUTIVE BOARD

FIELD DIRECTOR

- Will upkeep fields
- Field prep for games.

SNACK BAR DIRECTOR

- Purchase, maintain stock and track inventory and supplies for snack bar
- Determine prices, with Board Approval
- Schedule/hire/Supervise workers in snack bar
- Responsible for all operations of snack bar during league and tournaments
- Establish contracts for that season

V – COMMITTEES

- Section 1 There shall be such committees established as are deemed necessary for performing functions as determined by the Board. The President may appoint committee chairpersons with Board confirmation. The chairperson shall appoint committee persons.
- Section 2 The President shall be an ex-officio member of all committees, shall not vote, is not part of quorum, and cannot be the chairperson. The President shall be notified in advance of all meetings by the Committee chairperson.
- Section 3 The Board, by majority vote, shall have the authority to remove any committee chairperson and/or committee members.
- Section 4 All committees shall be dissolved, and the authority and power terminated at the expiration of the term for which was appointed.
- Section 5 The Executive Board shall consist of the President, Vice President, Secretary, Financial Director, and one additional board member as voted in by the board. The responsibilities will consist of confidential matters concerning players, families, or board members, review financial statements, setting meeting agendas, and participating on the discipline committee. The Executive Board will review major issues and make preliminary decisions for discussion and voting at the next full board meeting.
- Section 6 There shall be a Protest Committee composed of the Tournament Director as Chairperson, respective Division Director, Player Agent, President and/or Vice President, UIC, and The Board Member(s) on field duty at the time of the incident. Any persons with a conflict of interest should disqualify themselves.
- Section 7 The High School Scholarship Committee, as appointed by the Board, shall be composed of up to five (5) members. The Committee shall include three (3) Board Members and may include up to two (2) non-Board Members appointed by the

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Board. At all times, a majority of the Committee must consist of current Board Members. Any individual whose child is eligible for or has applied for a scholarship during that scholarship cycle shall be considered to have a conflict of interest and may not serve on the Scholarship Committee for that cycle.

Section 8 The Discipline Committee shall consist of the Executive Board members and the respective Division Director if applicable, specific to the complaint. A violation of either Board Code of Conduct, Coach Code of Conduct, Player Code of Conduct or Parent Code of Conduct disciplinary action shall be as follows:

- Verbal Warning
- Written Warning
- Suspension (term decided by the Executive Board)
- Banishment or other actions (on a case by case basis)

Should any person physically harm a child or adult, verbal and written warnings will be dispensed with and suspension will be immediate. Disciplinary action carries over each season.

Section 9 The Safety Committee shall consist of the Player Agent, Secretary and Financial Director with the Field Director overseeing field safety issues and the Player Agent overseeing player safety issues.

Section 10 The Registration Committee will consist of a registration director, executive board and webmaster.

Section 11 The Fall Ball Committee will consist of all division directors, webmaster, and the Executive Board

ARTICLE VI – FINANCES

Section 1 The fiscal year of this organization shall end on the last day of August of each year.

Section 2 With the exception of normal and routine expenditures not exceeding budget, all other League expenditures in excess of two hundred fifty dollars (\$ 500.00) require approval by the Board.

ARTICLE VII – BOARD NOMINATIONS AND VOTING

Section 1 A nomination slate shall be posted at the field complex and online at least ten (15) days prior to voting by the general membership.
B. The General Membership shall be notified of the exact dates and times for voting at the same time the nomination slate is posted and by email, when available.
C. Voting rights shall be extended to families of all active registered players, with one (1) vote permitted per family, regardless of the number of registered players in the family. Registered volunteers who do not have an active registered player in the League shall also be entitled to

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one (1) vote.

- D. All nominees shall be contacted to verify that the nomination is authentic.
- E. The Board shall be responsible for overseeing the voting process.
- F. The ballot shall include the word incumbent under the name of the board member that is currently filling that position if they are returning.
- G. Non-returning Board Members shall be responsible for overseeing and verifying the accuracy of the ballot count. If non-returning Board Members are not available, the Board shall vote to appoint other Board Members to fulfill this responsibility. The individuals responsible for the ballot count shall forward the results and all ballots to the Secretary. The Secretary shall notify all candidates of the election results. All ballots shall be retained for a period of one (1) year.
- H. In the event of a position having no candidate, the position shall be appointed by the new Board.
- I. Write-in candidates shall be notified and, if interested, shall be considered by the Board for that position.
- J. Voting will be done electronically and will take place no earlier than 7 days before closing and ends 1 day before closing ceremonies.

ARTICLE VIII-AMENDMENTS

- Section 1. Amendments or Additional By-Laws, not in conflict with national or state law or the vested right of members or plan principles of justice, may be passed by a two-third (2/3) of a voting quorum of the attending Board members.
- Section 2. Amendments must be presented in writing to the League Board thirty (30) days before adoption.

These By-Laws have been approved and accepted by the Board of Directors of the Escondido Girls Softball League this _____ day of ____ August _____ in Escondido, California.

_____ John Dunne, President Date
_____ Andria Contreras, Secretary Date

REVISED AND ACCEPTED: