

# LEAGUE CODES

## LONG BEACH / ORANGE COUNTY SURF AND SUN SOFTBALL LEAGUE

### Article 1: Purpose

**1.01:** The purpose of the League Codes is to define the League policies relevant to the governance, rules of play, standing committee rules, and the player code of conduct for the Long Beach/Orange County Surf and Sun Softball League (League).

### Article 2: Amendments and Additions

**2.01:** This Code may be amended and additions may be made by a majority vote of the present Team Representatives and the Board Members at the League Meeting (Council), unless otherwise specified in the applicable article(s) of the Restated By-Laws, and/or a quorum does not exist.

**2.02:** Proposed changes must be submitted in writing to the Secretary and provided in writing to the Board and Team Representatives at least one (1) week before consideration for a vote.

**2.03:** Any new policies, rules, or guidelines must be added to this Code and approved by the majority vote of the entire council as stated in 2.01.

**2.04:** Amendments and additions shall be effective immediately upon passing, unless otherwise specified within the amendment or addition.

**2.05:** Any amendments made to this Code that do not require the approval of the entire council must be presented to the membership at the next league meeting.

**2.06:** Amendments made by the Board shall not take effect until the Board has presented the changes at a League Meeting.

**2.07:** The Team Representatives shall have the power to undo amendments made by the Board with a majority vote from all the Team Representatives in that current season as defined in section 10 of the League Bylaws.

### Article 3: Player Eligibility

**3.01:** A player is eligible in the League provided said player:

- a. Is at least 18 years of age upon joining the League.
- b. Has signed and accurately complete the League-approved release of liability Membership Form via the League website.
- c. Is on a team's roster according to roster procedure outlined in Article 6 of this Code.
- d. Is not under suspension or disqualification from any NAGAAA/ASANA Leagues.
- e. Does not change from one League team to another League team during the spring season more than once, except in the case of a team withdrawing from the League, or if the player is cut by a League team.

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- f. Is not receiving professional consideration as either a softball or baseball player, especially by accepting money directly or indirectly.
- g. Properly handles League and team property, responsibilities and monies as herein defined.
- h. Meets requirements listed in Section 5.03 of the Restated Bylaws.
- i. Registers with the League using their full legal first and last name, as it appears on their government issued identification (ID) that they will use at tournaments, World Series, or other softball related functions.

**3.02:** This article may be amended by the Board without approval from the Council.

### **Article 4: Team Manager**

**4.01:** The Team Manager (Manager) is the official Team Representative of the team at the League Meetings and to the Board. The Manager may delegate this responsibility to another person on their team's roster who is a member in good standing as defined in the By-Laws.

**4.02:** Alternate Team Representative: The Team Manager must designate two alternate Team Representatives who can attend the League Meetings on their behalf if they cannot attend.

**4.03:** The Manager is responsible for ensuring their players have properly registered with the League before that player takes the field.

**4.04:** The Manager is responsible for assuring all fees (Team Fees, Membership Fees, and any other fees) are submitted, with a roster of all players for which the fees are covering, to the League by the due date set by the Board.

**4.05:** The Manager is responsible for informing their players of any Bylaw or Code violations they witness their players doing and, if necessary, to inform the Board.

**4.06: Manager Participation in League Meetings of the Membership:** It is the responsibility of all teams to attend all League Meetings of the Membership to ensure that quorum is maintained and league business can be conducted in a timely manner.

#### **a. Minimum League Meeting Requirements**

- i. Spring - Attend at least 4 of the 6 spring season league meetings. 67% participation.
  - ii. Fall - Attend at least 3 of the 4 fall season league meetings. 75% participation.
- a. Any league member in good standing as defined in the bylaws, Section 5.03.03, may represent a team at the league meeting.

**4.07:** This article may be amended by the Board without approval from Council.

### **Article 5: Team Membership and Eligibility**

**5.01: Team Membership Application:** The Team Manager must, in the first month of a given season, January for spring or August for fall, submit an application to the League registering their team for that season. This application will establish the Team's Membership in the league.

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The application must include the team name; the team's division of play and level; the Manager's contact information; and the two alternate Team Representatives with their contact information.

This application will entitle the Team Representative to vote in the first League Meeting of the season, but the team fee must be paid by the due date set by the Board to finalize the Team Representative's right to vote.

For quorum purposes all teams voting rights shall end at the conclusion of the season in which they are a registered team; June 30 for spring and November 30 for fall. In order to maintain voting rights a team must participate in the current season as defined in the Article 10 of the Bylaws

**5.02:** In addition to team membership requirements specified in our Restated Bylaws, a team shall maintain an active roster of not less than nine (9) or more than twenty (20) eligible players to remain as a team. This does not apply to League Sponsored teams as outlined in Article 25 of this code.

**5.03:** In order to maintain eligibility, a team shall:

- a. Be responsible for requiring all players have signed and accurately completed the League approved release of liability membership form via the League website.
- b. Be responsible for following the requirements of Article 6: Team Roster Procedure.
- c. Provide team roster changes to the Division Director in writing before the next regularly scheduled game the team plays.
- d. Not compete with ineligible players.
- e. Pay all fees by their due dates.
- f. Wear like jerseys with a number on the back as stated in Article 7.06 of this Code.

**5.04:** This article may be amended by the Board without approval from council.

### Article 6: Team Roster Procedure

**6.01:** Before its first regular season game, each team shall submit its roster to the Division Director using the approved roster form. The roster must be filled out completely. A roster may have up to eighteen active players, and four non-players.

**6.02:** A team's official roster may be changed by:

- a. Informing the Division Director of the change.
- b. Providing the name of the new player.
- c. Submitting the rating/classification of the player, if necessary.
- d. Ensuring the player has signed and accurately completed the League-approved Release of Liability Membership Form via the League website.
- e. Paying the player's Membership Fee prior to them taking the field.

**6.03:** A team's final roster must be submitted to the Division Director by the deadline given for transmittal to NAGAAA/ASANA. Players may not be added after the given deadline without approval from the Board.

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**6.04:** The League teams will follow NAGAAA/ASANA guidelines for allowances for adding players to their World Series roster as appropriate for the division.

**6.05:** All rosters must have their players' full legal first and last name, as it appears on their government issued identification (ID) that they will use at tournaments, World Series, or other softball related functions.

**6.06:** This article may be amended by the Board without approval from council.

### Article 7: Equipment and Uniforms

**7.01: Equipment Required:** Each team and player must provide its own bats, warm-up balls, and other individual equipment.

**7.02: Game Balls:** The League shall provide balls for play and decide how they will be distributed.

**7.03: Approved Bats:** Only USA Softball approved bats will be allowed for play in all divisions. Umpires will check all bats before the beginning of each game. Any bat that is found to have a flat surface, or is cracked, dented, or altered from the original manufactured form shall be confiscated by the umpire.

**7.04: Altered Bats:** The use of altered bats is strictly prohibited and may lead to loss of eligibility.

**7.05: Cleats:** The use of metal cleats is prohibited.

**7.06: Uniforms:** Teams are to have:

- a. Like-colored shirts.
- b. A whole number (0-99) of contrasting color at least 6 inches high must be worn and visible on the back of all uniforms.
- c. No players on the same team may wear identical numbers (Numbers 0 and 00 or 3 and 03 are not considered examples of identical numbers).
- d. Visible jewelry (watches, bracelets, rings, necklaces, earrings, lip rings, nose rings, bands, and similar wristbands, etc.), pagers, keys, clips, and sunglasses on top of hats may not be worn during games.

**7.07:** This article may be amended by the Board without approval from council.

### Article 8: Park Etiquette

**8.01:** All League members are expected to maintain proper behavior while at any playing fields in which the League plays.

**8.02:** All League members must follow all park rules while at the park whether they are playing or not.

**8.03: Illegal Drugs and Alcohol:** Using illegal drugs and drinking alcohol is prohibited at the fields at any time.

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**8.04: Smoking:** Smoking rules vary among the fields where the League holds games. Some field ban smoking entirely. If the facility does not allow smoking all League members are required to follow the no smoking rule and not smoke at the fields, in the dugout, in the bleachers, in the parking lot, etc.

If smoking is permitted at a facility, all League members must dispose of their used cigarette properly.

**8.05:** League members may not be intoxicated while at the fields at any time.

**8.06:** Signs, flyers, and other such advertisements must be in good taste when distributed at the fields. Many parks are family areas, and all League members must be respectful.

Teams distributing materials at the fields are responsible to ensure they have collected, removed, and disposed of the materials properly.

**8.07:** Managers and Board Members are responsible to help enforce these rules if they witness a League member or League guest violating the rules.

**8.08:** The League is a guest at the fields. Violation of these rules may endanger the League's ability to reserve the fields in the future, therefore, may result in disciplinary action from the League, including suspension or expulsion.

**8.09:** This article may be amended by the Board without approval from council.

### **Article 9: Player Conduct and Acts of Disqualification**

**9.01:** All players are expected to treat all players, Board Members, umpires, facilities, visitors, and spectators with respect.

**9.02:** All League members are required to maintain sportsmanlike conduct immediately preceding, during, and following: practice, League functions, games, and at tournaments.

Unsportsmanlike conduct and cheating may result in ejection from the game and could result in further disciplinary action. Any subsequent ejection within the same season will be reviewed by the Board for further action

**9.03:** All League members are required to follow the League's Restated Bylaws and Codes.

**9.04:** A team or individual member may be disqualified for a period of time by the Board for violations of this Code and/or League Bylaws.

- a. The following acts shall result in a forfeiture of fees paid and require a minimum of one-year suspension from participation in the League, or on a team roster, including tournaments and World Series:
  - i. Physical violence
  - ii. Fraud
  - iii. Receiving professional considerations (such as money or cash prizes)

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- b. The following acts shall result in a forfeiture of fees paid and may result in suspension from participation in the League, or on a League roster, including tournaments and World Series, as determined appropriate by the Board:
  - i. Participation while knowing that a player or players do not meet eligibility requirements
  - ii. Competing knowingly with disqualified players
  - iii. Unsportsmanlike conduct
  - iv. Issuing threats of physical violence
  - v. Harassment
  - vi. Using altered bats
- c. The Board may review other violations or situations not listed above to determine the appropriate penalty.

#### 9.05: Disciplinary Procedure

- a. **Investigating Officer:** The Commissioner shall be the Investigating Officer for all incidents that may require disciplinary action by the Board. If the Commissioner is conflicted, the responsibility shall fall to the Vice Commissioner. If both the Commissioner and Vice Commissioner are conflicted, the Board shall appoint a Board Member to conduct the investigation.
- b. **Recusal:** All Board Members involved or who may have a conflict of interest must recuse themselves from the process. The decision will be left to the remaining Board Members without a conflict regardless of a quorum.
- c. **Procedure:** The Investigating Officer shall contact all parties involved within three days of being notified of the incident. This includes: all witnesses, the person(s) filing the complaint, the person(s) being accused of the violation, and the team managers of all involved. All parties are given three days to respond to the Investigating Officer's inquiry.
- d. **Lack of Response:** If no response is received, and the Investigating Officer has made an attempt in good faith to make contact, the process may proceed. The Investigating officer should provide evidence of their attempts.
- e. **Contact Methods:** Contact must be made via a phone call, and leave a voicemail if there is no answer. In addition, a follow up email must be sent to the appropriate parties using the information provided at the time of registration with the League. The Investigating Officer must also attempt to verify the contact information with the team manager.
- f. **Reporting Findings:** The Investigating Officer shall collect all evidence and statements from all involved and submit a report to the Board that includes the evidence and recommendations within two days. This may be done via an email, at a special Board Meeting, or at a regularly scheduled Board Meeting. After reviewing the evidence presented, the Board shall decide within two days to hold a hearing or dismiss the issue.
- g. **Hearing:** In the event the Board determines a hearing is appropriate the Investigating Officer shall allow a period of two weeks in which the person(s) accused may come before the Board. If the person(s) are not available within that time frame of two weeks they may submit their response in writing to be read at the hearing. If the accused cannot make the hearing the Board may choose to not meet in person and discuss their decision via email or other appropriate forms of communication.

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- h. **Request to Reschedule Hearing:** The accused person(s) may request to reschedule the hearing to the next prescheduled Board Meeting if they cannot meet within the allotted two-week period. It is at the Board's discretion to grant or deny this request.
- i. **Disciplinary Decision:** The Board, upon review of all the facts, and in conjunction with the bylaws and codes, must determine the appropriate action. The Board shall have the authority to impose an appropriate penalty.
- j. **Communication of the Board Decision:** The Investigating Officer shall contact all parties regarding the Boards decision. This should include a phone call, and a follow up email. The Board should be copied on the final decision email.
- k. The Boards decision shall take effect immediately upon communication, unless otherwise specified.

**9.06: Appealing a Board Ruling to the League:** The League member(s) shall have the opportunity to present their case to the Team Representatives at a League Meeting. The Team Representatives shall have the power to review and over-turn the Board decision with a majority vote from all the Team Representatives present at the meeting.

**9.07: Penalties for Being Ejected:** Any League member ejected by an umpire for unsportsmanlike conduct is automatically suspended from League play for the remainder of the day without appeal. The ejected player has two minutes to leave the athletic facility. If there is no substitution for the ejected player, the game will be ruled a forfeit.

In addition, the player is also automatically suspended from playing for the next two games in which their team is scheduled. The player may not play with other teams during their suspension. The player must leave the field and may not return until the suspension is lifted. Further penalties may result depending on the severity of the infraction. The Board has the authority to review the situation and lift the suspension if they deem appropriate.

**9.08: Penalty for Playing an Ineligible Player:** If a team plays with an ineligible player, that team will forfeit all games played with that ineligible player. The team will also pay the umpire fees for that game and may be assessed a penalty fee up to \$200. This penalty does not include the rating or classification process.

### Article 10: Protests

**10.01:** A team contesting a player's eligibility must register an official protest following the League's protest rules. An official protest must involve a question about a rule interpretation, an illegal player, or an ineligible player, including rating or classification violations.

**10.02:** There will be no protest involving a decision based upon the judgment of the umpire.

**10.03:** Only the Manager or acting Manager may notify the plate umpire of their intent to play the game under protest. An official protest must be registered to the umpire before the next legal or illegal pitch or before the umpire leaves the field of play. The protest must be noted on the line-up sheet or League scorecard with all the details. If the protest cannot be resolved immediately, the game should go on.

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**10.04:** Any player who is challenged on eligibility will be requested to show a valid ID to the umpire. If they cannot provide ID they may not play. The umpire will designate the player in question on the line-up sheet.

**10.05:** After properly notifying the plate umpire, all protests (including player eligibility) must then be submitted in writing accompanied by a \$100 protest fee received by a Board Member not affiliated with the team being protested, or the team submitting the protest. This must be done within 48 hours following the protested game; otherwise the game will stand as played. The information will be reviewed by the Board and the UIC, ruled upon, and the Board will respond to the protest within 72 hours of receiving the protest.

**10.06:** The protest fee will be returned if the protest is upheld. If the protest is denied the protest fee goes in the general fund of the League.

#### Article 11: Rules of Play

**11.01: Time Limit:** For League play, time limit will be in effect. The time limit will be set and ratified with the League schedule.

**11.02: Official Scorebook:** The official scorebook will be that of the home team. The visiting team is highly encouraged to confirm the score with the home team and plate umpire every half (1/2) inning.

**11.03:** The League shall follow USA Softball rules with the exception of any changes listed below in this Article.

**11.04: Courtesy Runner:** Each team is allowed a courtesy runner as permitted by USA Softball rules.

Fall ball may have unlimited courtesy runners.

**11.05: Extra Batters:** Teams may have up to twelve (12) players in their batting line-up. If a team starting with twelve (12) players loses a player during the game and has no substitute, then an out will be assessed whenever that player would have come up to bat. If there is no substitute for the ejected player, the game will be ruled a forfeit as stated in Article 9.09 of this Code.

For fall ball, teams may bat up to the maximum amount of the players on their roster.

**11.06: Specific Field Rules:** The umpire will address all rules for each field at the time the line-ups are exchanged.

**11.07: Home Run Limits:** Home run rule will be set by the Board prior to the start of each season based on the facilities.

**11.08: Strike Count:**

- a. Open Division: All batters will begin with a 1-1 count and ONE foul to give on the 2<sup>nd</sup> strike.
- b. Women's Division: All batters will begin with a 1-1 count and NO foul to give on the 2<sup>nd</sup> strike.



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**11.09: Base Stealing and Leading Off:** Base stealing and leading off is not allowed.

**11.10: Double Bag Rule:** The bases for all games will be 70-foot base paths.

The USA Softball double-bag rule is in effect if being used at that field. Defensive players must use the inside bag at first base (1st), offensive players must use the outer bag if not continuing to second base.

In the event of a wild throw to 1st base, both bags are open to both players. In the case of a single bag at 1st base, defensive players must use the inside half of the bag, offensive players the outside half when running through the bag.

**11.11: Short-Handed:** A team must have at least nine (9) players present to start or continue a game. If a team starts a game with less than ten (10) players, then the vacant position must be listed last in the batting order and an out will be assessed each time the vacant position comes to the plate in the batting order.

If a team is playing short-handed and an additional player arrives, that player may enter the game immediately and must be inserted into the vacant position.

**11.12: Forfeits:** Scheduled game time is forfeit time. If games are behind schedule, then game time will be as soon as the umpire starts the game clock. Any team not able to field nine (9) players by the scheduled time of their game shall forfeit.

A forfeited game shall be scored as 7-0 in favor of the team not at fault. A double forfeit game shall be considered a loss for both teams.

The forfeiting team shall pay a fine equal to the umpire fee before their next scheduled game. After three forfeits, the team Manager must meet with the Board and may be in jeopardy of being dropped by the League or be assessed other penalties.

**11.13: Ejected Players:** Ejected players have two (2) minutes to leave the athletic facility. If there is no substitute for the ejected player, the game will be ruled a forfeit as stated in Article 9.07 of this Code.

**11.14: Run Rule:** A game will end if any team is leading by:

- a. 20 after 3 innings
- b. 15 after 4 innings
- c. 10 after 5 innings
- d. This rule is in effect for all games.

**11.15: Tie-Breaker:** In the event of a tie after time has expired the International Tie-Breaker rule shall go into effect. The last batter from the previous inning is placed on 2nd base and the game resumes. The following exceptions shall apply:

- a. Batters will start with a full count and have no foul to give.

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- b. There will be only 2 additional innings for the tie-breaker. If there's still a tie at the end of 2 tie-breaker innings the game will end in a tie.

**11.16:** During the spring season players are only eligible to play on their rostered team; this excludes League Sponsored/Rec teams mentioned in Article 24 below.

**11.17: Interdivision Games:** In order to provide games to smaller divisions during the spring season it may be necessary to schedule interdivisional games. All interdivisional games will only count toward the higher division teams' division standings and count toward their world series berth record as well count as qualifying games. However, in order to ensure that all games are played and no harm is done to the higher division team, if a lower division team forfeits an interdivisional game with a higher division team, then the result of the forfeit will count toward both teams' standings, world series berth, and qualifying games. In interdivisional games, the lower division team will be given one run per inning for the first 5 innings. Each team can score a max of 5 runs per inning. Any inning starting after 40 minutes of game will be determined as "final" inning, where the visiting team can score as runs enough to tie the game and go ahead by 5. The home team will can score 6 to win the game.

**11.18:** This article may be amended by the Board without approval from council.

#### **Article 12: Team Line-up Cards**

**12.01: Team Line-up Cards:** Team Line-up Cards (Line-up) must be turned into the umpire when the umpire calls for them during the pregame meeting. This will be the official batting order. Line-ups need to include players' first initial and last name with a jersey number.

**12.02:** Any team playing short-handed may immediately add the additional player into the 10<sup>th</sup> spot on the Line-up Card.

#### **12.03: Line-up Card Procedures:**

- a. List each player's first initial and last name with a jersey number in order that they will bat.
- b. List each substitute's first initial and last name with a jersey number.
- c. The complete Line-up Card should be turned into the umpire when the umpire calls for them during the pregame meeting.

**12.04:** This article may be amended by the Board without approval from council.

#### **Article 14: End of Season Tournament**

**14.01:** At the conclusion of the spring season there shall be an End of Season Tournament. The tournament

will not be part of the regular spring season schedule. Divisions must have at least four teams to hold a playoff.

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**14.02:** All teams in a division holding an End of Season Tournament will be placed in the tournament.

**14.03:** Playoff Format

- a. Tournament will be a single elimination ladder style tournament (Ex. If 6 teams, seed 6 plays seed 5, winner of that game plays seed 4, winner of that game plays seed 3, etc.)
- b. Divisions with greater than 8 teams will be split into two end of season tournaments (Ex. D1 and D2).
- c. If a team has filed intent for World Series and is seeded in the lower division, they will automatically be moved to the higher division as the lowest seed.

**14.04:** The rules of play for the playoff games shall be the same rules used during the spring season as outlined in Article 11 above with the exception of the following:

- a. The higher seed shall be the home team for all games.
- b. All games prior to championship will be no new inning after 55 minutes.
- c. The Championship Game, shall be a full 7 innings.

**14.05:** The league shall cover the umpire fees for all playoff games.

**14.06:** Regular season standings will be used to decide divisional champions and awards, as well as the first World Series berth per division. If any division receives a second berth, the highest finishing team in the End of Season Tournament that filed intent will receive the second berth.

**14.07:** No playoffs will be held for divisions of less than four teams; the regular season standings shall apply.

**14.08:** Divisions with only one team will not be considered division champions for that division.

**14.09:** This article may be amended by the Board without approval from council.

### Article 15: Seeding for the Playoffs

**15.01:** Seeding for Playoffs - The final standings at the conclusion of the spring season will determine the seeding of the teams in the playoffs.

- a. 1<sup>st</sup> place team will be number one seed, 2<sup>nd</sup> place team second seed, etc.

**15.02:** If at the end of the spring season, two or more teams finish with identical won-lost-tie records the following process will be used to break a tie:

- a. The head-to-head record will determine the team that is given the higher place in the spring season standings and higher seed in the playoffs.
- b. If the head-to-head records are identical as well, the tie will be broken by determining the run differential of the head-to-head games.
- c. If the run differential is identical as well, the tie will be broken by a coin toss.

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**15.03:** This article may be amended by the Board without approval from the Council.

#### **Article 16: NAGAAA/ASANA World Series Berth Distribution**

**16.01:** The World Series berths will be determined by using final standings at the conclusion of the regular spring season. The highest placing team in each division that filed for World Series (WS) Intent, will receive a Berth to the NAGAAA or ASANA World Series tournament, as appropriate.

**16.02:** If there are additional Berths given to the League by NAGAAA/ASANA, they will be distributed according to the following criteria:

- a. If there are an equal number of teams in each division that are Intent, the team that places highest in their division standings will be awarded the additional Berth.
- b. The division with the most Intent teams will be awarded the additional Berth.
- c. Divisions with one team will not automatically receive a World Series Berth unless specified by NAGAAA/ASANA.
- d. The additional berth within any division will be decided by the End of Season Tournament. The highest finishing team that filed intent within the division awarded the extra berth shall be awarded the extra World Series berth.

**16.03:** Only games played within a team's own division will be counted towards qualification for World Series Berth.

**16.04: World Series Intent Fees:** Teams must pay a non-refundable Intent fee to be eligible for consideration for the League's berths to the NAGAAA/ASANA World Series.

This fee shall be in an amount determined by the Board. The due date for said fee will be determined by the Board. A check made out to the League for the full amount set by the board must be submitted to the Division Directors by the due date. No fees will be accepted by the League after the due date has passed. The fee is nonrefundable.

**16.05:** This article may be amended by the Board without approval from council.

#### **Article 17: League Schedule**

**17.01:** A schedule of all teams' first League games will be distributed to all team Managers prior to the start of the season. The schedule will list the date, time, and place of each League game.

**17.02:** The Vice-Commissioner or a designee shall create the League Schedule for all Divisions.

**17.03: Bye Requests:** Bye requests must be submitted to the Vice-Commissioner by the due date set by the Board. The Vice- Commissioner will try to accommodate all possible requests, but they are not guaranteed. The Board shall determine the rules governing bye requests.

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**17.04:** The Vice-Commissioner shall submit a draft schedule to the Board for review and approval prior to distributing the approved schedule to the League.

**17.05:** No Board Member, Manager, or Team Representative may change a Board approved schedule without prior approval from the Board. All Managers of the affected teams must be informed of all changes.

**17.06:** This article may be amended by the Board without approval from council.

#### **Article 18: Open Division Code**

**18.01: Amendments to the Open Division's Code:** This Section of the code will be voted on and amended by a majority of the Open Division Team Representatives, and does not require a vote of the entire council; however, the Board shall have the power to review and over rule any amendments made by the Open Division Team Representatives.

**18.02:** The Open Division Team Representatives will hold a Breakout Session during the League Meeting to address Open Division issues.

**18.03:** No amendments or rules may be in conflict with the League Codes or Restated Bylaws

**18.04:** Amendments must be provided in writing or emailed to all the Board Members and Open Division Team Representatives at least one (1) week before consideration for vote.

**18.05:** Player and team ratings will default to NAGAAA Guidelines.

#### **Article 19: Women's Division Code**

**19.01: Amendments to the Women's Division Code:** This Section of the code will be voted on and amended by a majority of the Women's Division Team Representatives, and does not require a vote of the entire Council; however, the Board shall have the power to review and overrule any amendments made by the Women's Division Team Representatives.

**19.02:** The Women's Division Team Representatives will hold a Breakout Session during the League Meeting to address Women's Division issues that directly affect the Women's Division.

**19.03:** No amendments or rules may be in conflict with the League Codes or Restated Bylaws.

**19.04:** Amendments must be provided in writing or emailed to all the Board Members and Women's Division Team Representatives at least one (1) week before consideration for vote.

**19.05:** Player and team classifications will default to ASANA Guidelines.

#### **Article 20: Open Division Ratings Process**

This article will outline the Open Division ratings process. The process is organized in the following sections:

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1. Purpose
2. Player Ratings Process
3. Ratings Committee
4. Roles and Responsibilities of the Managers, Team Representatives and Others

**20.01: Purpose:** The purpose of the Open Division player rating process is to provide teams with guidelines to rate their players, promote a better understanding of player skills, and to achieve consistency and accuracy of player ratings throughout the league. The process is detailed in the following sections. It shall be implemented by an elected ratings committee (hereafter known as the committee) and by team managers/representatives. The ratings criteria shall be consistent with NAGAAA guidelines.

**20.02: Player Ratings Process:** An overview of the player ratings process as it would be implemented over a spring season is shown in the table below. It includes two components. First, the submission of player ratings by team managers, review of those ratings by other managers in the division and by the Committee, and a midseason-managers meeting where the submitted ratings are discussed and player rating increases are voted upon. Second, after the midseason-managers meeting, valid protests against a player's rating will be accepted by the Committee and acted upon.

### A. Ratings Process

Milestone	Manager Responsibilities	Committee Responsibilities
Before the season begins.	Managers rate their players and submit them to Open Director.	None
From the beginning of the season to approximately mid-season when teams have played each other once.	Managers evaluate the ratings of players on other teams. No are protests allowed unless safety is the issue.	Committee reviews the submitted ratings, observes games, and gathers data.
At mid-season managers meeting, managers meet to review player ratings.	Managers vote player ratings increases as needed within their division.	Committee members not in the division observe the meeting but do not participate.
Middle to late part of season.	Managers protest or appeal player ratings as needed.	Committee accepts and acts on both valid protests and valid appeals

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		stemming from the midseason-managers meeting.
Two weeks of play remain for any given team.	No protests can be filed against the team past this point.	None
Last day of games. End of season.	Manager knows that his players' ratings are now firm.	All pending ratings issues shall be concluded by the Monday following the last games of the season.

The codes to implement this process are as follows:

1. Two weeks before the season begins, each manager shall rate his players and submit the ratings to the Division Director. The submitted ratings shall include jersey numbers so that the players can subsequently be identified on the field. The Division Director will consolidate all the ratings and submit them before the start of play to all the managers in each division and provide a copy to all Board members. Teams that fail to produce the player ratings in a timely manner so that their ratings can be distributed prior to the start of play shall forfeit their games until their ratings have been distributed. When submitting the new ratings to the Division Director, team representatives must use the most current ratings for returning players. The team representative can only add questions to the current rating and may not remove any questions. For new players with no prior rating, team representatives may submit a new rating they feel is appropriate.
  
2. After each team in a division has played the other teams in the division at least once, a meeting of the managers in that division shall be called by the Open Division Director to review and vote on players ratings. In certain cases where a division has fewer than four teams, the league may choose to have teams engage in inter-divisional play during the regular season. In these cases, the Open Division Director may likewise combine the meetings for such divisions that have inter-divisional play.
  - a. The Open Division Director shall chair the meeting. He shall only vote to break a tie. He shall have the right to participate in the discussion and challenge any player's rating in any division of play. He shall not be entitled to vote unless he is acting as his own team's representative at the meeting or as the meeting Chair to break a tie. He may not act as the meeting Chair and his team's representative at the same time.
  - b. The Members-at-Large will log votes on a tally sheet, take minutes, and provide other support for the meeting, but shall not take part in the discussion and may not vote. They may also act as the meeting Chair if the Open Division Director cannot do so.
  - c. The official team representative to the meeting is the team manager, or anyone the manager chooses to delegate that responsibility to. Each team may have a maximum of two (2) rostered members present at the meeting, but only one person will be allowed to take part in the discussion, challenge player ratings, make motions, and vote.

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- d. Any Board member may attend the meeting even if they are not a participant, but may not vote or take part in the discussion. Ratings Committee members may observe the meeting, but shall not participate unless they are acting as a team representative. Only members of the league, as defined in Article 5 of the Restated Bylaws and as limited herein, may attend the meeting.
- e. The meeting shall be conducted using Roberts Rules of Order and the participants shall observe the player conduct outlined in Article 9 of this Code.
- f. Each team representative will have one vote per action within their respective divisional meeting.
- g. A valid vote is: yes, no, or abstain.
- h. A simple majority (of the yes/no votes) will be required to pass a vote as long as there is a quorum as outlined in the Restated Bylaws.
- i. The outcome of any votes resulting in a tie will be determined by a vote of the Chair of the meeting.
- j. Rulings from the votes will take effect following the conclusion of the meeting and will be reported by the Member-at-Large to the Board and team manager within 72 hours.

3. After the mid-season managers' meeting, managers may submit protests or appeals of players' ratings. The Ratings Committee shall accept and act on valid protests and valid appeals of the ratings decisions made during the mid-season managers' meeting according to the process outlined in these codes. Managers may protest or appeal as needed.

4. No protests shall be considered against any team if submitted to the Committee Chair after the Monday before the last two weeks of play for that team.

5. The Committee shall conclude all pending ratings issues by the Monday following the last game of the season. At this point and absent a ratings appeal to the Board, the managers will know that their players' ratings are now firm.

#### B. Protest and Appeal Process:

1. Protest Request: Any team representative shall have the ability to protest any player who either plays within, or is rated to play within their respective division level of play. The team representative must submit their protest to the Committee Chair. The Committee Chair reviews the submission and determines if the protest meets all the requirements for protests, and is considered a valid and complete protest. If it is valid, then the Committee Chair will inform the team manager that there is a protest regarding his or her team. Within five days, the Committee Chair then notifies the protesting team representative that a valid protest has been filed, or returns the submission to the protesting team representative, indicating the deficiencies of the protest.

2. Protest Form: All protests shall use the league-provided protest form and include all required information as outlined on the form. Incomplete protest forms, including insufficient evidence, shall not be considered valid. The Committee Chair will return any incomplete protest form to the submitting team representative as an invalid protest (See Figure 1: Open Division Protest Form and Figure 2: Protests - Required Evidence Form).



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3. **Supporting Evidence:** The protesting team shall submit evidence supporting their protest. Only evidence obtained within the prior 12 months may be submitted. This would include league play and tournament games. To aid managers in filing protests, the protest form shall outline, by ratings questions, what specific evidence the protesting manager shall provide. Supporting evidence may include, but not be limited to: written scorebooks, video recordings, distance and time measurements (where applicable), documented observations of the protested player's performance, specific explanations and commentary on the protesting manager's observations, and other documentation giving support to the presented evidence. Evidence shall include adequate evidence to prove the required frequency of the ratings question (e.g., demonstrate skill 60% or 20% of time).
4. **Observation:** The committee may use any events in which they witnessed during the last 12 months to aid in their decision-making process. This would include watching a player during league games, tournament games, scrimmages, or other league play. Committee members are encouraged to make observations individually if possible.
5. **Timeframe:** The committee shall be given the opportunity to observe a minimum of two games in which a protested player is playing. The committee will make an effort to complete this process within three scheduled weeks of play following the filing of a valid protest. However, team representatives must be mindful that this standard is not always possible due to committee members' duties to their own team's schedule and how often the protested player plays in games. The Committee Chair shall communicate with the protesting party if additional time is required.
6. **Cost for Submission of Protests:** Each team shall have the right to submit five free protests per season. Each additional protest after this number will incur a charge of \$50. Each protested question will count towards the team's free protest limit. Payment must be made in cash to the Committee Chair, from the team's escrow account, or by an electronic payment method, within two days of the submission of the protest. If a protest is upheld by the committee, the protesting team shall receive a credit for that question to their free protest limit, or shall be refunded the amount paid for that question in cases where payment was made for a protest.
7. **Upheld Protests:** A protest that the Committee reviews and upholds and that results in raising a player's rating or a team's overall rating above divisional guidelines shall result in forfeiture of the game protested. Any upheld protest that raises a player's rating but does not exceed the divisional limits for the player or the team overall rating shall incur no such penalty. If a team has four upheld protests in a season that result in player rating increases, then the team representative who submitted the ratings will be required to submit all future ratings to the Committee for approval for a period of 12 months.
8. **Excessive Protests Not Upheld:** If a team representative submits four or more protested ratings questions, and if those protests are subsequently not upheld by the Committee, then the team will no longer have the right to protest for the remainder of that season.
9. **Committee Initiated Protest:** The ratings committee can, even without a valid protest having been filed by a team representative, review the evidence it has gathered over the course of the season regarding any player's ratings. If the evidence suggests that the player may be inappropriately rated, the

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committee shall inform the player's manager and proceed in accordance with this section as if a valid protest had been filed.

10. Appeal Process: If a player's rating is increased at the mid-season managers meeting and if the player's team representative believes that the decision was based on incorrect or insufficient information, the team representative has the right to appeal the decision to the Committee. The team representative shall submit the appeal using the league-provided appeal form and include all required information as outlined on the form. The Committee Chair shall review the submission and determine if the appeal meets all the requirements for appeals, and is considered a valid and complete appeal. Within five days, the Committee Chair shall then notify the appealing team representative that a valid appeal has been filed, or return the submission to the appealing team representative, indicating the deficiencies of the appeal. The supporting evidence, observation, and timeframe aspects of the protest process shall apply similarly to the appeal process. There shall be no cost for submitting an appeal (See Figure 3: Open Division Appeal Form).

11. Lowering the Rating of a Player:

a.) Written Justification: Team representatives can request to lower a player's most recent rating. The team representative shall submit the proposed new rating for the player attached with a written justification for the reduction to the Committee Chair. The team representative shall also provide statistics and/or other evidence supporting the point(s) in question should be removed. The burden of proof lies within the team representative, not the committee. The written justification shall include, but not be limited to, the evidence discussed in these codes.

b.) Distribution of the Justification: The Committee Chair shall then distribute the proposed new rating and the written justification to the committee and to all team representatives. The distribution must occur at least one week prior to the player taking the field for play. Team representatives who object to the proposed ratings change shall provide their objection in writing to the Committee Chair within one week of distribution.

c.) Provisional Approval to Play in a Lower Division: If the committee does not object to the player's proposed new rating, the player will be provisionally allowed to play in the lower division pending a full committee decision or upon filing of a protest. The player's previous/current rating shall remain until the committee votes to remove the point(s) in question.

#### C. Consequences

All players on a team and the team itself (top 10 players) may not exceed the maximum NAGAAA divisional ratings.

In the first half of the season, if a player's rating is increased at the midseason managers meeting or by the rating committee and the player exceeds the division cap or causes the team to exceed the team cap, then the team must pursue one of the following options:

1. Drop the player from their roster and help the player find another team to play on.
2. Keep the player on the team roster as a non-player.

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3. Finish the season in the division in which it started playing and with the player actively playing. However, from that point forward, the team shall be considered a member of the next higher division and any games played shall be considered inter-divisional games. Further, the team will be ineligible for World Series or for the playoffs. The team must play in the appropriate division the following season if the player remains on the team.

In the second half of the season, if a player's rating is increased by the Committee as the result of an upheld player protest or any other reason and the player exceeds the division cap or causes the team to exceed the team cap, then the team must pursue one of the above three options. Additionally, the team will forfeit their eligibility to earn a berth to the World Series in the same year, unless there is an available berth that has not been assigned.

#### 20.03 Ratings Committee

##### A. Responsibilities of the Committee:

1. The committee shall have the responsibility to review managers' ratings and to correct rating errors of all league players in the Open Division.
2. The committee's decision regarding the validity of a player's rating is final. One appeal can be made to the committee with submission of new evidence that was not available during the committee's process. However, pursuant to the league bylaws, a manager may appeal the final decision of the committee to the league board via the commissioner when the manager believes the committee failed to follow the process outlined in the codes or bylaws, failed to provide due process to the protested player and/or manager, or failed to equitably and fairly apply the ratings criteria. When deciding ratings issues for a particular player, the committee shall focus only on a player's demonstrated capabilities with respect to the NAGAAA ratings questions. It shall not consider other issues, such as the impact to a team if the player is rerated.
3. The Committee Chair shall report to the board and to the team representatives on committee activity and operations during each board meeting, divisional breakout session, or when appropriate. However, protest details will not be provided until the protest has been resolved.

##### B. Election Rules and Processes:

1. Committee membership will be determined by an election by team representatives prior to the spring season beginning.
2. Any league member who is in good standing with the league as outlined in bylaws article 5.03.03 and meets the qualifications outlined in these codes and bylaws may be nominated for election. Nominations for committee membership must be submitted one week prior to the February league meeting or may be done so in person at the February league meeting.
3. All nominees must have at least three (3) years or six (6) seasons rating experience as a manager; this can be modified at the Open Division Director's discretion to allow for adequate nominations. Experience would include any combination of the following: rating team players on a roster for submission to the league; sitting on World Series protest committees; participation in prior league ratings process as the team representative. The Open Director shall review each candidate's qualifications for approval.

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4. A candidate may only be placed on the ballot if they meet the qualifications outlined in these codes and bylaws. The ballots must contain the first and last name of the candidate, their team name, and their division level of play.
  5. Each team representative will be given one ballot and allowed to vote for five different candidates during the yearly committee election. Multiple votes for the same candidate on a single ballot will be considered as a single vote for that candidate. Write-in elections will not be accepted.
  6. Election: The election will be held during the February league meeting's breakout session. The candidates with the most votes shall be elected to the committee. In the event of one or more ties, the Open Division Director shall break all ties in accordance with these codes. The votes shall be counted by the Open Division Director and Commissioner during the breakout session and the winners announced.
  7. No more than one elected member may come from the same team, or family of teams, such as teams with the same name, but in a different level of play. In the event that two or more elected candidates are from the same team, or family of teams, the candidate with the most votes shall be elected. The Open Division Director shall vote to break a tie in accordance with these codes and bylaws.
  8. The elected member's term shall begin at the time of election and end after the following year's committee election.
- C. Vacancies and Removal Process:
- a. If a vacancy occurs before an elected member's term has expired the Open Division Director shall appoint another qualified candidate to fill the vacancy with approval from the remaining elected committee members. The appointed member must meet the qualifications outlined in these codes, and may not violate the committee limitations outlined in these codes. The appointment shall be in effect immediately upon approval. The appointee's term shall expire when the vacant position's term would have ended.
  - b. Any team representative may move a motion, which is duly seconded to remove an elected Committee Member and after discussion on the motion, may vote to remove an elected Committee Member by a majority vote at any league meeting breakout session as long as a quorum of the team representatives is present for that division.
- D. Committee Rules and Procedures:
- a. Committee Meetings: The chair shall schedule regular committee meetings, as necessary, to discuss and address any protests or other rating issues. During the spring season, the Ratings Committee shall meet on a consistent schedule monthly. Additional meetings may be called as necessary. The meetings are open to the league membership, like board and league meetings, and will occur at an appropriately public location. 72-hour notice shall be provided to the league by the chair prior to a committee meeting. During hearings of ratings protests, the deliberation may occur in closed session; however, the manager presentations, questions from the committee, and the final vote on the protest will occur in open session. The Committee Chair may designate other closed sessions within a meeting with prior notice to the membership.
  - b. The Committee Chair may delegate duties to the committee members and the MALs as necessary to ensure timely completion of all tasks. However, the Committee Chair must present all communication to the league regarding committee business.

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- c. Decisions shall be made by simple majority. No committee member may abstain from a vote unless a conflict of interest exists as outlined in these codes. The committee will be encouraged to hold a thorough discussion on each question being raised before voting.
  - d. Rulings of the committee will take effect upon formal notification being presented to the team representatives and the Board. The Committee Chair shall inform all team representatives and the Board within 72 hours of a ruling, or before the next scheduled game day; whichever comes first.
  - e. Committee members shall refrain from discussions outside of committee meetings, which involve details of a protest being evaluated. Violation of this section may result in removal from the committee.
  - f. Committee members may ask to review any team scorebook; team representatives must provide the scorebooks upon request for review.
  - g. League members shall not make inquiries, lobby or make suggestions to a course of action regarding unresolved protests. League members participating in this type of behavior will be construed as a violation of the league's code of conduct, pursuant to article 9.
  - h. A conflict of interest will include when decisions are presented to the committee that involve members from the same team, same family of teams, or family members of one of the committee members. When a conflict of interest exists for a committee member, chair, Open Division Director, or MAL, the member shall be recused from the meeting and may not participate in discussion, debate, or voting. They are permitted to provide information to the committee prior to discussion or debate. Any team representative, board member or committee member may submit to the team representatives during the league breakout session that a conflict of interest may exist with one or more committee members. A motion must be moved, and duly seconded with quorum for a vote to proceed and determine if a conflict exists. The committee member(s) must abstain from the process, and any votes cast by those members must be excluded.
  - i. The Committee Chair shall ensure one committee member attends each league meeting.
- E. Ratings Committee Roles and Responsibilities
- a. Elected Members: The Open Division shall elect five members to be part of the ratings committee. In order to ensure continuity in the ratings process, members shall be elected to two-year, alternating terms. Two members will be elected on even years (2018, 2020, etc.) and three members will be elected on odd years (2019, 2021, etc.). They may take part in the discussion and vote on ratings. Elected Members also hold the ability to protest any player's rating, but will not hold a vote for the protest in which they filed.
  - b. Committee Chairperson: The committee chairperson shall be elected by the committee at its first meeting of the spring season. The chair shall preside over all meetings. They may participate in the discussions and have full voting rights. The Committee Chair holds the ability to protest any player's rating.
  - c. Open Division Director: The Open Division Director shall chair the managers' ratings meetings, provide guidance and training to managers related to ratings, and shall advise the ratings committee. The Open Director may participate in discussion and only vote in a tie.
  - d. Member at Large: The MALs role shall be limited to taking minutes for all committee meetings, and any additional duties as needed by the committee. They will not be

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required to make observations, may not participate in the discussion, and will not have a vote.

### **20.04: Roles and Responsibilities of the Managers, Team Representatives and Others**

- A. Team Representative: The official team representative shall be the team manager or anyone on his roster to whom they delegate that responsibility. During the managers' ratings meeting, the team representative shall vote in all matters. Each team representative shall have the right to vote for the elected members of the ratings committee. During ratings committee meetings the team representative may speak in defense of the player(s) in question on their roster, or participate in discussions when submitting a protest. Only the team representative may speak on behalf of their team.
- B. Board Members: The board members that are not listed above will not have a role in the ratings committee; however, they will hold the ability to raise a protest on any player within the league.
- C. Commissioner: Absent a conflict of interest, the league commissioner reserves the authority to change a player's rating/classification before submission to NAGAAA.
- D. UIC: UIC may attend any committee meeting and provide observations made during game of play. The UIC is not a voting member of the committee.

### **Article 21: Womens+ Classification Process**

**21.01:** Purpose: The purpose of the Women's Division Classification Committee is to provide teams with guidelines to rate/classify their players, promote a better understanding of player skills, and to achieve consistency and accuracy of player ratings/classifications throughout the League.

**21.02:** Committee meeting minutes will be kept by one of the division's Member at Large. Minutes will be sent to all Committee members in a timely manner, as stated in the Restated By-Laws.

**21.03:** Rating Review Committee Make Up: This Committee shall have the following roles:

- a. Committee Chairperson: The Women's Division Director will assume the chairperson. The Chair (AKA Women's Division Director) shall preside over the meeting and has the right to participate in the discussion and challenge any player's rating in the division. They shall only vote to break a tie.
- b. Member's-At-Large: The Members-at-large are responsible for taking minutes, tallying votes and provide any additional support to the committee. Unless acting as their team representative members at large are not to participate in ratings, discussions or vote. In the absence of the Women's Division Director, the member at large may act as the Committee Chair.
  - 1. If the member at large assumes the role of committee chair and is also the designated team representative, they must assign a new team representative to take their place in voting. As the Committee Chair they shall only vote to break a tie.
  - 2. If the Member-at-Large is acting as their team representative that may appoint their committee meeting duties to another Board or league member.
- c. Team Representatives: Each team may designate one (1) individual to participate during the committee meetings. This individual must be a rostered player and in good standing with the

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league. Additionally, each team is allowed to have one (1) rostered player to attend the meeting in a non-participatory role. Only the primary representative may participate during the meeting, participate in the discussion, challenge player rating/classification make motions and vote.

1. If the secondary individual participates in the meeting, the Committee Chair reserves the right to ask that individual to leave.

**21.04:** Any league member may attend the Ratings Committee meetings, but only committee members may participate in discussion and vote.

**21.05:** Rating/Classification Submission:

- a. All managers must submit their rosters and player ratings, new and existing members, one (1) week prior to the league start date, Spring and Fall.
  - i. Any player rating not submitted by the due date will be ineligible to participate until their rating has been submitted to the Women's Division Director
- b. When submitting ratings/classifications to the Division Director, managers must use the previous year's ratings/classifications for returning players.
  - i. Previous Player ratings may not be changed until they present the proposed change to the entire committee and it is discussed and voted on.
  - ii. For new players with no previous ASANA rating/classification, Managers may submit a rating/classification they feel is appropriate.
    1. New player ratings are not finalized until the second rating meeting when managers have discussed and confirmed the rating.

**21.06:** Rating Review Committee Meetings: The committee will meet a minimum of two (2) times during the spring season. Meetings will be held, to give optimal time to implement results. Meeting date(s), time(s), and location(s) will be determined annually. Timeframe and meeting goals revolves around the spring season. The 1<sup>st</sup> meeting will be held within the 1/3 of the spring season. The second meeting will be 3 weeks after the 1<sup>st</sup> meeting.

1. 1st meeting:
  1. Review proposed changes to player ratings/classification
    - a. Review procedures and current ratings/classifications of each player.
    - b. The committee will identify and address player rating/classification concerns, backed by data and evidence to support their claim.
    - c. This meeting must occur after each team has played each other once within the first third (1/3) of the season.
2. 2nd meeting:
  1. Present evidence and review watch list players identified in the 1<sup>st</sup> meeting for ratings/classifications concerns.
  2. Discuss and vote to establish new/final ASANA Classification.

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- a. If the challenge is accepted and the player rating is increased that player cannot be removed from the team roster until the following season.

**21.07:** Player Conduct outlined in Article 9 of this Code will apply at all meetings, as well as following Roberts Rules of Order.

**21.08:** The following will apply during the Committee Meeting:

1. Each Team Representative will have one vote per action within their respective Divisions of Play (A/B, C, D).
2. A valid vote is: Yes, No or Abstain.
3. Only Members of the League, as defined in the Article 5 of the Restated Bylaws, may attend the meeting
4. A simple majority will be required to pass a vote as long as there is a quorum as outline in the Restated Bylaws.
5. Any votes resulting in a tie will be determined by a vote of the Chairperson of the Committee.

**21.09:** During any of these meetings, player ratings/classification may be changed.

**21.10:** Rulings of Committee will take effect following the conclusion of each meeting and will be relayed by the Division Member at Large to the Manager and/or coach and the Board within 72 hours.

**21.11:** Re-Rating/Classification of Players: If a team wishes to change an established player's rating/classification, the player rating must be addressed at a Committee meeting.

1. Any player requesting to be lowered based on medical reasons, ADA documentation is required
  1. Player rating change for ADA reasons must be voted on by all committee members.
  2. ADA ratings will only be valid for 1-year from the document submission date.

A player may only be re-rated/classified if approved by the Committee during the Committee meeting. The player or team, whose rating/classification is raised, which results in the player(s) or team exceeding the divisional guideline will have the following occur:

For player(s) whose rating/classification is in conflict with the ASANA Guidelines:

1. The player will not be removed from the team roster.
  1. The player will become eligible to be removed from the roster during the following season.
2. The team is automatically moved to the higher division for the remainder of the season
  1. If no higher division exists
    - a. The team will remain in the division, but will not be eligible for a division title.
    - b. All prior games will be considered a forfeit, regardless if the player was playing.
    - c. All future league games will not be counted



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1. Games will still be recorded for ASANA World Series qualifications

If a player(s) rating is challenged and upheld at the following tournaments; the players rating will automatically be adjusted for league play:

- Sin City
- Liberty Classic
- Autumn/Spring Classic
- World Series

**21.12: Challenge of Rating:** A challenge of a player rating or classification must be made to the Commissioner in writing and must include the reason and support for the appeal and adjustment to a player's rating/classification. Any adjustment to a player rating/classification is at the sole discretion of the Commissioner. All appeal decisions by the Commissioner are final.

**21.13: Certification and Approval:** All player ratings/classifications determined by the Committees will be submitted to the Commissioner for approval prior to their submission to ASANA. In their role, the Commissioner is charged with the responsibility of certifying all player ratings submitted to ASANA. In their capacity of certifying ratings for the League, the Commissioner reserves the right to participate in the Committees as a non-voting member and maintains the right to adjust any player rating at any time. Any adjustment to a player rating/classification, by the Commissioner, requires an explanation for the adjustment.

### **Article 22: Liberty Classic Committee**

**22.01: Purpose:** This committee shall be charged with planning, managing, and hosting the Liberty Classic Tournament every year.

**22.02: Liberty Classic Director:** The Commissioner shall appoint the Liberty Classic Director (Director) with approval from the Board. The Director shall be the Chairperson of the committee and managing director for the tournament.

**22.03: Committee Members:** Anyone, League member or not, may be part of the Liberty Classic Committee. Board Members should participate in the committee and during the tournament functions.

**22.04: Budget:** The Board shall approve a budget for the committee. Once the budget is approved the committee is free to spend the money as allocated. Any changes to the budget will require Board approval. The League Treasurer shall review and keep all invoices and receipts as well as ensure the budget is adhered to.

**22.05: Tournament Rules:** The Liberty Classic Committee shall establish the rules of the tournament.

**22.06: Committee Rules:** The meetings shall follow rules outlined in Section 12.02 of the Restated Bylaws as appropriate.

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**22.07: Reports and Documentation:** The Director shall report back to the Board and Team Representatives at the League Meeting on the status of the tournament planning.

The Director shall be responsible for compiling all documents, contact information, and other information used and acquired during their time as Director. This file should be handed over to the Commissioner upon the conclusion of the tournament for future uses.

The Treasurer shall report back on the financial status upon conclusion of the tournament and payment of all expenses.

**22.08:** This article may be amended by the Board without approval from council.

#### **Article 23: Hall of Fame Committee**

**23.01: Purpose:** The purpose of the Surf and Sun Softball League Hall of Fame Committee is to provide an historical perspective and perpetuate the history of our League.

**23.02: Membership Eligibility:** Any member of the League, living or deceased (including players, Managers, coaches, scorekeepers, sponsors or fans), who have been in the League for at least eight (8) years are eligible for nomination as long as they are or were in good standing with the League as defined in Section 5.03.03 of the Restated Bylaws.

**23.03: Nomination Application:** Nomination Applications to the Hall of Fame shall be submitted to the Hall of Fame Committee Chairperson. The application may be submitted by any person, who is in good standings with the League as defined in Section 5.03.04 of the Restated Bylaws, and which who are familiar with the candidate.

A nominee's contribution towards League enhancement and advancement must have been significant and continuous during their time with the League.

Application should include a photograph of the nominee, if possible. The photograph will become the property of the League.

**23.04: Voting Members:** Voting members shall consist of the following:

- a. Hall of Fame Committee Chairperson
- b. The current Board as outlined in the Bylaws
- c. The living Hall of Fame inductees who have been active in the league within the past year.
- d. An active Hall of Fame Inductee is defined as the following: umpire, scorekeeper, sponsor, or someone who has current knowledge of the league's events. The Hall of Fame Committee Chairperson shall have discretion to determine if these people meet the qualifications.
- e. The Hall of Fame Committee Chairperson shall submit a complete list of voting names to the board for final approval.
- f. None of the voting members listed above shall have more than one vote.
- g. Votes may be cast as a yes vote, no vote, or abstain.

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h. Any voters that do not respond may be removed as a voter in future votes.

**23.05: Nomination Time Frame:** Nominations to the Hall of Fame shall be open year-round, but the official induction shall not take place until the spring season.

**23.06: Voting Time Frame:** Voting for the Hall of Fame shall be open for 14 days.

**23.07: Voting Process:** Hall of Fame Chairperson will prepare a Hall of Fame Voter Package. The package shall include a ballot with the names of all nominees, and a copy of the Nomination Application.

Voting may be submitted by email, or US postal service.

Voting members will have 14 days from the date the Hall of Fame Voter Packages are distributed to vote. The voting members may vote for as many of the nominees as they wish.

A 'Yes' vote means that you believe that the person nominated has exhibited values and accomplishments deserving of the inclusions to the Hall of Fame.

A 'No' vote means that you do not believe the candidate is currently worthy of inclusion at this time.

The Hall of Fame Chairperson will verify the validity of the voting members, tabulate the results of the voting, and notify the nominees, the Board, and the living Hall of Fame candidates of the results.

**23.08: Induction:** Induction requires a candidate to receive "Yes" votes from a simple majority of the eligible voting membership. In the event that no one receives the required number of votes for that year, they may be re-submitted the following year and up to three (3) consecutive years. Each member elected that year will be recognized at a time and place designated by the Board of that year; preferably at the league closing party in the spring.

**23.09: Hall of Fame Stipend for NAGAAA/ASANA Induction:** The Board may, upon review of the League's financial status, offer a stipend of up to \$400 to offset the costs of travel to the NAGAAA/ASANA host cities. The Board shall deem if and when this is appropriate. The stipend amount may differ depending upon the circumstances.

**23.10:** This article may be amended by the Board without approval from council.

#### Article 24: Team Escrow Accounts

**24.01:** Team Escrow accounts may be created on behalf of League teams to manage donations, refunds from the League, and other income to their team.

**24.02: Escrow Account Owner:** The Team Manager shall be the owner of the escrow account. Only the Manager may request funds, transfer funds to other teams, or close the account.

**24.03: Non - Participation and Account Closure:** Teams that are not active with the League for more than one season will have their escrow accounts automatically closed and all money remaining in the

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account shall be forfeit to the League account. Account closure will take place at the start of the second consecutive season of non-participation with no further notice.

**24.04:** The Treasurer shall manage the escrow accounts and provide account balances as requested.

**24.05:** All funds distributed by the Treasurer from a team's escrow account shall be in the form of a check.

**24.06:** The Board shall make all other rules and decisions regarding escrow account and have final authority.

**24.07:** This article may be amended by the Board without approval from council.

#### Article 25: Refunds

**25.02: Cash Refunds:** The Board may offer a refund of cash in the form of a check if appropriate.

**25.03: Sponsor Refund:** Refunds for sponsorships shall be issued in the form of a check to the business or person that made the donation.

**25.04: Membership Fee Refunds:** Members shall be entitled to a refund of their membership fee up to the first scheduled day of league play.

**25.05: Team Fee Refunds:** Team fees shall become nonrefundable two weeks after the fees were due or upon completion of the schedule, whichever comes first.

**25.06:** This article may be amended by the Board without approval from council. .

**25.01: Escrow Account Credit:** The board may provide a refund from the League to League teams in the form of an escrow account credit that may only be used to pay for future League fees. The Board shall determine if an escrow account credit is appropriate.

#### Article 26: League Sponsored Teams

**26.01:** For the purpose of building the League, the Board may allow teams to form and operate during the spring season under rules slightly more relaxed than the rules applying to teams competing for World Series berths or positions in the standings (i.e., competitive teams). The Playday/Recreational teams may be formed from the League Playdays or other recruitment methods. They will frequently consist of players that are new to NAGAAA/ASANA leagues. They also may consist of players seeking a more recreational and less competitive softball experience.

**26.02:** The Playday/Recreational teams shall be permitted to operate during the spring season as if they were in fall ball. The teams' games will not count towards the season standings and the teams will not be eligible for the World Series. Regardless, when Playday/Rec teams play competitive teams, such games will be considered qualifying games for the competitive teams.

**26.03:** For their first season of play, the Board may offer financial assistance to a Playday/Rec team in the form of a discount, as determined by the board, on their Team Fee. The Membership Fee and Umpire

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Fees shall remain unchanged. The Board may also offer other forms of financial support as they determine appropriate.

**26.04:** The Board shall determine what teams qualify for this assistance. However, the Board should only extend this type of sponsorship to teams that have mainly new players to softball. Teams that have simply changed their name, merged with other teams, come from another league, or have accumulated a large number of new players onto an existing team are not eligible for the League financial assistance.

**26.05:** The Division Directors shall be the default managers of the Playday teams, but may also ask other League members to manage as well. Rec teams shall provide their own managers taking guidance from the Division Directors as needed. Players on Playday/Rec teams shall be rated by the ratings committee in each division in consultation with the team manager.

**26.06:** This article may be amended by the Board without approval from council.

#### **Article 27: Social Media Policy**

**27.01:** The League maintains all social media site pages (Facebook, Twitter, etc.) as places where our fans and friends can share and discuss ideas and information and connect with other fans, friends, family, and teammates.

Much of the content, visuals, and other types of materials found on our sites are provided and posted by the fans of League. While the League reviews User Content for compliance or any readily apparent illegal content, League does not and may not, warrant, endorse, approve of or even necessarily agree with any or all User Content.

The League reserves the right to delete any content deemed offensive, violent, or inappropriate.

**27.02:** This article may be amended by the Board without approval from council.

#### **Article 28: Standing Board Appointees**

**28.01:** The Commissioner shall make the following appointments each year. These appointments shall be confirmed by the Board.

- a. Umpire-In-Charge (UIC)
- b. Liberty Classic Tournament Director
- c. Social Media Director
- d. Events Director

**28.02:** This article may be amended by the Board without approval from council.

#### **Article 29: League All-Star Game and Selection Process**

##### **29.01: Division All-Star Games**

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- a. Each division that consists of at least five teams shall have an All-Star Game that will occur during the Spring Season on a date determined by the Board.
- b. Small Divisions All-Stars
  - i. Divisions of less than five teams will not have an All-Star Game.
  - ii. If a division is not large enough to hold their own All-Star Game they shall be allowed to submit players to play in the All-Star Game in the division immediately below or above their division.
  - iii. Number of players they may submit are:
    1. 1 team - 4 players
    2. 2 teams - 2 players from each team
    3. 3 teams - 2 players from each team
    4. 4 teams - 1 player from each team

#### 29.02: All-Star Manager

- a. All managers for each division shall vote for two managers they would like to be selected as the All-Star Manager for their division's All-Star Game.
- b. **Small Division Managers** - Managers of teams from the smaller divisions that will not be holding an All-Star Game will be include in the All-Star Manager selection process with the division their team is submitting players to play in.
- c. The All-Star Manager Selection process should be done a few weeks before the All-Star Draft Party. No manager may vote for themselves during the voting process.
- d. The commissioner shall vote to break any ties.
- e. The two managers with the most votes will manage the All-Star Teams.
- f. If any manager declines to manage an All-Star team the next manager with the most votes will be selected.

#### 29.03: All-Star Submission by the Teams

- a. Each team manager shall have their team vote for the players they would like to be submitted to the All-Stars Draft. Managers must consult their teams to vote for their team's submissions.
- b. Teams will submit the names to the Commissioner on a date determined by the Board.
- c. Each team, with the exception of the small divisions, may submit:
  - i. 3 outfielders
  - ii. 3 infielders
  - iii. 1 pitcher
- d. The Commissioner shall compile the All-Star submissions into a list for the draft.
- e. Players may be submitted to the draft for one position only.
- f. No team may submit more than the allotted number listed above.
- g. Players must commit to playing in the All-Star Game before being submitted to the All-Star Draft by their team.
- h. Each All-Star Manager shall draft an even amount of the smaller division players to play on their team after the larger division spots have been filled.
- i. All players submitted from the smaller divisions must be drafted.

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#### **29.04: All-Star Draft Party**

- a. The league shall hold an All-Star Draft Party a few weeks before the All-Star Games are scheduled on a date determined by the Board.
- b. During the All-Star Draft Party, the All-Star Managers shall draft the players from the All-Star list.
- c. The All-Star Manager to draft first shall be determined by a coin toss prior to the draft.
- d. The Commissioner shall announce the name of the player and the player's team name as they are selected by the All-Star Managers.
- e. At least one player from each team must be selected to play on one of the All-Star teams, with exception of the players being drafted from a small division group. They will be evenly divided among the two teams.
- f. All teams shall consist of no more than 15 players and 1 manager.

#### **29.05: All-Star Game Rules:** Regular season rules shall apply with the exceptions below:

- a. Each player shall play at least two innings.
- b. Run Rule - A game ends if a team is up 15 runs after 5 innings.
- c. Time Limit - No new inning after 60 mins.
- d. Teams will be formed regardless of the team rating/classification caps.
- e. The All-Star Manager may play as well.
- f. There shall be 2 umpires per All-Star Game paid for by the league.

#### **29.06:** This article may be amended by the Board without approval from council.

### **Article 30: Publication**

**30.01:** A copy of the Restated Bylaws and this Code and amendments thereto shall be published annually and available on the League website.