

Eagle Baseball, Inc. Standing Rules

Adopted Nov 5th, 2019

FISCAL YEAR: October 1 to September 30.

PARTICIPATION FEE: Each player shall pay a participation fee. Varsity/JV teams pay their fee of \$110.00 (or fee amount that is set by Eagle High) directly to the High School bookkeeper. Freshman team will pay \$110 to Eagle Baseball Inc. otherwise known as EBI, Inc.

OFFICERS AND THEIR ELECTION: The elected officers shall be at minimum President, 1st Vice President, 2nd Vice President, Secretary and Treasurer. Election of these officers shall be at the general information meeting in May. New officers shall assume their official duties on October 1st. For voting purposes, there must always be an odd number of Executive Officers.

DUTIES OF OFFICERS: In addition to the duties of officers specified in EBI's bylaws, the officers shall directly oversee and provide guidance to the committees shown in Exhibit A under their respective headings. The adoption or modification of standing rules, by-laws and approval of the annual budget are the responsibility of the Executive committee.

EXECUTIVE COMMITTEE: The executive committee shall be the elected officers of EBI as detailed above. The executive committee shall meet as needed. For special meetings of the executive committee, at least two (2) hours notice shall be given. The quorum for each executive committee meeting shall be a majority of the executive committee.

BOARD OF DIRECTORS: The board of directors shall consist of the executive committee officers (shown in Exhibit A)

DUTIES OF THE EXECUTIVE COMMITTEE: In addition to the duties of the executive committee specified in EBI's bylaws, the Executive Committee **may authorize, without vote, the payment of new expenditures not included in the adopted budget that are less than or equal to \$5000 (Five Thousand). The payment of new expenditures not included in the adopted budget that are over \$5000 (Five Thousand), must be approved by majority vote of the Executive Committee.**

GENERAL INFORMATION MEETINGS: A minimum of ONE (1) meeting of the general information shall be held each year including the annual meeting in November (or in Q4) for audit report and General baseball information. The other meeting will be the election meeting in May (for the election of officers). For special meetings of general information, at least seven (7) days notice shall be given. The quorum for each general membership meeting shall be shall be (4) of the 7 Executive committee members or majority depending on the how the board is set.

BANK SIGNATURES DEFINED: Two (2) signatures shall be required on all checks. The president, treasurer, and 1st vice president shall be the only individuals authorized to sign checks. NO other executive committee positions, NOR any relative of any signer, are authorized to sign checks.

FINANCIAL REVIEW: The treasurer and or assistant treasurer shall submit the books¹ annually for a financial review by a review committee selected by the executive committee prior to the Annual Baseball Information meeting held in Q4. The financial review is to be completed prior to the Annual Baseball Information meeting held in Q4, the results of which shall be presented at the general information meeting in November (Q4).

AMENDMENTS: These standing rules may be amended at any time by a majority of the Executive officers present if a quorum has been established and prior notice to amend was given. If no notice to amend was given, and a quorum is established, a two-thirds (2/3) majority vote of the officers present is needed.

¹ Books shall include monthly net income statements, balance sheets, bank statements, statements of reconciliation produced via Quickbooks or other Budgeting software, reimbursement forms with attached receipts and cancelled checks, deposit transmittals with attached bank receipts, minutes to all meetings (general membership, board of director & executive committee) obtained from the Secretary as well as those from the budget committee (of which the Treasurer is chairperson) and any other financial records deemed pertinent to the financial review."

Exhibit A
Eagle Baseball, Inc.

Booster Club of Eagle High Mustangs, American Legion Vipers or affiliated summer baseball program
2019/2020 Executive Committee and Committee Chair Positions

President

Bylaws
Capital Improvements (if any)
District Tournaments (if any)
Scorekeepers/Announcers
Yard Maintenance
WVLL Liaison

Hall of Fame Chair Coordinator

Senior Night Chair Coordinator

1st Vice President

Fundraising
Committee Chair Coordinator
Banner Sponsorship
HS Season Opening Night Event
HS Senior Night

Concessions Chair Coordinator

Spring Opening Night /End of Season Banquet Chair

2nd Vice President

Freshman League Admin
Summer/Legion Admin
Summer/Legion Equipment
Summer/Legion Uniforms/Spirit Pack
Summer/Legion Travel

Banner Sponsorship Coordinator

Other Chair positions as deemed appropriate by Executive Committee

Secretary

Website
Meeting Minutes
Board Communications

Treasurer

Annual Financial Review
QuickBooks (or other accounting software)
Money collection/deposits

Assistant Treasurer

Budget
Taxes
Monthly update to board

VP Baseball Operations

Opening Night information packets
Volunteer Coordinator
Media Guide info
WVLL Camp
Tournament Coordinator