



BYLAWS: Colchester Baseball and Softball League Inc.

League ID Number: 2071016

The articles contained herein shall serve in addition to the operating procedures mandated by Little League Baseball, Inc, and/or a recognized Colchester Baseball and Softball League (CBSL) affiliated Baseball/Softball organization and the CBSL Constitution. The first ten (10) Articles are in the CBSL Constitution. Items not included should defer to Little League rules.

ARTICLE XI – BOARD OF DIRECTORS

SECTION 1

The Board of Directors (BOD) will consist of the following positions:

- A) President
- B) Vice President of Baseball
- C) Vice President of Softball
- D) Secretary
- E) Treasurer
- F) Player Agent
- G) Safety Officer
- H) Information Officer
- I) Equipment and Field Director
- J) Umpire-In-Chief
- K) Director of Communications and Social Media
- L) Director of Sponsorships and Uniforms
- M) Director of Merchandise and Fundraising
- N) Tournament Coordinator
- O) Special Events Volunteer Coordinator

SECTION 2

All BOD positions shall carry a two (2) year term. The following positions shall be elected in even numbered years:

- A) President
- B) Vice President of Baseball
- C) Secretary
- D) Information Officer
- E) Equipment and Field Director
- F) Umpire-In-Chief Director of Communications and Social Media

- G) Director of Merchandise and Fundraising
- H) Special Events Volunteer Coordinator

The following positions shall be elected in odd numbered years:

- I) Vice President of Softball
- J) Treasurer
- K) Player Agent
- L) Safety Officer
- M) Umpire-In-Chief
- N) Director of Sponsorships and Uniforms
- O) Tournament Coordinator

SECTION 3

There shall be no limit on terms served.

SECTION 4

BOD positions vacated through resignation, removal or any other cause shall fill with one (1) of the following options:

- A) A current BOD official shall assume duties of vacant position until the next scheduled election for that position.
- B) The position shall remain vacant until the next scheduled election for that position.
- C) The position shall be filled on an interim basis with a CBSL member, not currently holding a BOD position, in good standing per a special BOD vote. Interim officers shall retain their current positions.

SECTION 5

Members assuming a new position shall retain current years of service within the applicable position term.

SECTION 6

Members shall not hold dual positions past the next scheduled election for a respective position without BOD approval.

SECTION 7

Voting members without previous CBSL BOD experience are eligible to apply for the following positions:

- A) Secretary
- B) Safety Officer
- C) Equipment and Field Director
- D) Umpire-In-Chief
- E) Director of Communications and Social Media
- F) Director of Sponsorships and Uniforms
- G) Director of Merchandise and Fundraising

- H) Tournament Coordinator
- I) Special Events Volunteer Coordinator

SECTION 8

The following positions may only be filled by voting members with previous CBSL BOD experience:

- A) President
- B) Vice President of Baseball
- C) Vice President of Softball
- D) Treasurer
- E) Player Agent
- F) Information Officer

SECTION 9

Voting members & non-voting members without previous CBSL BOD experience may qualify for vacant positions under special circumstances through a majority vote by the BOD.

SECTION 10

The CBSL budget year shall be from December 1st to November 30th of the following calendar year.

SECTION 11

All BOD operating guidelines are contained in Addendum I.

ARTICLE XII – CODE OF CONDUCT POLICY

SECTION 1

CBSL Code of Conduct Policy:

- A) CBSL Code of Conduct shall be developed and approved by the BOD.
- B) The Parent/Player Code of Conduct shall be agreed to at registration by a player's parent and/or legal guardian. The Parent/Player Code of Conduct applies to all immediate family members of the respective player.
- C) The Parent/Player Code of Conduct shall be agreed to prior to the first scheduled practice and/or game by the respective player and parent/guardian.
- D) Each Manager and Coach shall submit a signed Manager/Coach Code of Conduct at the scheduled respective divisional tryouts.
- E) The chain of command regarding general complaints shall be the Team Manager, Division Coordinator, Vice President of Baseball/Softball and then the CBSL BOD.
- F) Complaints regarding specific actions of managers, coaches, umpires, officers, parents, guardians, family members and players must be submitted in writing via email to the BOD by any concerned individual. Verbal complaints must be accompanied by a formal written complaint and can be emailed to any board member. The BOD will maintain a record of all written complaints as well as any actions or results. For all situations covered by the Little League handbook, CBSL will abide by the policies and disciplinary measures therein, at a minimum.
- G) The President will activate the BOD Conduct Review sub-committee within five (5) days of receipt of

complaint to review issues, action and/or discipline.

- H) The disciplinary measures available to the BOD Conduct Review subcommittee range from written warning to permanent expulsion from the league.
- I) Any party under league disciplinary action shall have the right to request a BOD hearing prior to any suspension being served, as long as it is not a Little League handbook required disciplinary action.
- J) The President shall ensure that all approved recommendations of the Conduct Review sub-committee are enforced and shall forward, with a written recommendation, any District or State required reports of disciplinary actions. The objective of the Local League shall be to positively impact youth and communities using the power of youth Baseball and/or Softball to teach life lessons to build stronger individuals and communities.

ARTICLE XIII – CBSL DIVISIONAL COORDINATORS

SECTION 1

Selection of Divisional Coordinators:

- A) CBSL does not recognize the tenure of any Divisional Coordinator. All Divisional Coordinators require nominations and approval annually to be considered for a position. The process stipulates:
 - 1) Divisional Coordinators must be nominated.
 - 2) All Division Coordinators will be interviewed by the BOD before selections are made.
 - 3) Divisional Coordinators must be approved by the BOD.

SECTION 2

Divisional Coordinator Responsibilities:

- A) The BOD will appoint a division coordinator for each league division. The Fall Ball Coordinator shall coordinate fall operations with assistance from the Vice President of Baseball/Softball as needed.
- B) The Division Coordinator position will carry a one (1) year term.
- C) The Division Coordinator position is not considered a BOD position.
- D) The Division Coordinator shall be the direct link between the BOD and the division managers.
- E) All nominees for Division Coordinator will start to be accepted at the October General meeting.
- F) The Division Coordinator may manage /coach within their respective division with BOD approval.
- G) The Division Coordinator is required to conduct a manager meeting at the completion of the annual CBSL coach's Meeting and is encouraged to hold frequent meetings during the primary season. The coordinator will provide regular updates via email and phone to managers/coaches.
- H) The Division Coordinator will forward all issues to the proper Vice President.
 - 1) All Baseball Divisions, including the Big Red Bat and the Tee Ball Divisions, report to the Vice President of Baseball, unless otherwise determined before the season commences.
 - 2) All Softball divisions report to the Vice President of Softball, unless otherwise determined before the season commences.
- I) The Division Coordinator shall oversee the player evaluation session in conjunction with the Player Agent and Vice President of Baseball/Softball.
- J) The Division Coordinator shall oversee the player draft in partnership with the Player Agent.

- K) The Division Coordinator will receive a field allotment from the BOD. The Division Coordinator shall submit a preliminary schedule to the BOD.
- L) The Division Coordinator shall act as the first point of contact with any division issue.
- M) The Division Coordinator shall be responsible for contacting the appropriate party to resolve and report issues, concerns and conduct of policy violations (i.e.: President, appropriate Vice President Player Agent, BOD, Equipment Manager, etc.).
- N) The Division Coordinator shall coordinate, in accordance with the Equipment and Field Director, equipment pick-up and drop-off times.
- O) The Division Coordinator shall be responsible for planning and supervising the mid-season all-star game, provided the BOD approves the event.
- P) The Division Coordinator may be assigned additional duties as required by the BOD.

ARTICLE XIV – CBSL MANAGERS & ASSISTANT COACHES

SECTION 1

General Requirements for Managers and Assistant Coaches:

- A) Every team shall be supervised by one (1) Manager and no more than three (3) Assistant Coaches.
 - 1) Managers and Assistant Coaches must be eighteen (18) years of age or older.
 - 2) Managers and Assistant Coaches shall be selected based on their own good character and ability to work with children in harmony with the operation of the league's Baseball/Softball program. They shall possess reasonable Baseball/Softball knowledge.
 - 3) No Manager or Assistant Coach shall be granted tenure.
 - 4) Managers will be responsible for their Players and Assistant Coaches within their control.
 - 5) All Managers and Assistant Coaches shall be required to fulfill all CBSL, Little League, Inc. and/or Town of Colchester obligations.

SECTION 2

Selection of Managers and Assistant Coaches:

- A) Criteria used to select Managers and Assistant Coaches will be as follows:
 - 1) Ability of the individual to teach the fundamentals of Baseball/Softball.
 - 2) Ability of the individual to discipline the team fairly.
 - 3) Ability of the individual to impart good sportsmanship, and the team concept.
 - 4) Prior managerial history at any level.
 - 5) Board recommendations and evaluations.
- B) CBSL does not recognize the tenure of any Manager or Assistant Coach at any division of play. All Managers require nominations and approval annually to be considered for a position. The process stipulates:
 - 1) Divisional Managers must be nominated.
 - 2) All Managers will be interviewed by the BOD before selections are made.

- 3) Managers must be approved by the BOD.
- 4) Assistant Coaches will be selected by each team's Manager. BOD approval is not required; however, the BOD can intervene if it believes an Assistant Coach should not be participating in the league.

ARTICLE XV – CBSL PLAYING RULES

SECTION 1

General Rules (for all divisions of play):

- A) All CBSL playing rules shall be in accordance with the official regulations and playing rules of Little League, Inc., or other formally recognized Little League Baseball and/or Softball organization.
- B) All CBSL playing rules shall be discussed and voted upon at the discretion of, and by, the BOD. All changes to league playing rules shall be announced through a general meeting and/or league website. The BOD reserves the right to present any "special issue", as pertaining to playing rules, to the general membership for discussion.
- C) Division Coordinators, Managers, Assistant Coaches and/or parents shall not enact playing rule changes without BOD approval.
- D) All CBSL sanctioned games, practices and team-based events shall be held at pre-approved locations. CBSL BOD is solely responsible for approval of all CBSL related activity locations on an as-needed basis. No private residences shall be approved as CBSL approved practice locations.
- E) One member of the coaching staff is required to remain in the dugout at all times during games.
- F) Defensive teams shall place one (1) member of the coaching staff in the infield, preferably behind the pitcher's mound, and not more than two (2) members of the coaching staff in the outfield. This rule applies only to divisions of play that permit coaches on the field during games, as determined by CBSL (or participating) league rules.
- G) Teams at any level of play (excluding Tee ball) may travel for game play as determined by league affiliation.
- H) Any Manager/Coach ejected from the game will serve an automatic suspension per the Little League handbook.

SECTION 2

Player Pooling:

- A) CBSL Player Pooling follows LL guidelines. The goal of the player pooling process is to maintain full rosters at the Minors, Majors, and Junior/Senior levels, while providing an opportunity for players to play in a higher division.
- B) If a Team's roster falls below the roster size for the division set by the BOD, Team Managers must contact the Player Agent to request player(s) from the player pool.
- C) The Player Agent shall maintain a list of players eligible for player pooling for each division. Players shall be deemed eligible for player pooling after assessments and coaches input based on ability and safety risks.
- D) Teams shall not request, or be granted, more than two (2) borrowed players per game without BOD approval.
- E) Borrowed players shall not play the position of pitcher for their borrowing team – except for Junior/Senior Baseball and pitchers for Softball (all levels).
- F) Borrowed players shall not play more innings than any proper roster player in uniform on the borrowing

team in each respective game.

- G) Borrowed players are required to bat in the last available slot in the batting order – except for Junior/Senior Baseball.
- H) Teams are not permitted to employ borrowed players during any scheduled playoff game – except for Junior/Senior Baseball.
- I) Players on the eligible player pool list will be held by the Player Agent and will be kept private. The order of the players on the list will be created randomly. Managers of the requesting team will not be able to pick players off the list, the Player Agent will assign the player next available to play on the list.
- J) All games played by pool players in a higher division will not count towards their individual games played requirement for the tournament team.
- K) Playing pool players must bat at least once and play 9 consecutive outs on defense if the player is present at the field when the game starts.

SECTION 3

Big Red Bat (Age 4) Division:

- A) Players shall be league age 4 to participate in this division of play. All players are welcome regardless of experience or ability.
- B) Sessions will be held Saturday mornings (weather permitting) once a week and are expected to last approximately one hour.
- C) The season will consist of practices to develop basic skills.
- D) The primary purpose of this program is to provide an introduction to basic Baseball/Softball game play skills (i.e.: running, catching, throwing, swinging a bat).
- E) **Parental participation is required:** One parent or guardian must attend and actively participate in all division-related activities. Players will not be allowed to participate without a parent or guardian present to participate.

SECTION 4

Tee Ball Division:

- A) Teams shall roster no more than ten (10) players without BOD approval.
- B) Players shall be league age 5 or 6 to participate in this division of play.
- C) Teams are expected to play one (1) game and one (1) practice per week during the regular season. The first few weeks of the season may just consist of practices to develop basic skills. See the Little League Tee Ball program as a guide.
- D) During the part of the season when games are played teams shall bat in its entirety during each half inning on offense.
- E) The primary purpose of this program is to provide an introduction to basic Baseball/Softball gameplay skills (i.e., running, catching, throwing, swinging a bat).
- F) Practices and games shall last no longer than one (1) hour.
- G) One (1) parent or guardian is required to attend and expected to participate in all division related activities. Players will not be permitted to participate without a parent or guardian present.
- H) Coaches must assign players to designated positions (e.g., second base, right field, short stop, etc.).

SECTION 5

Rookie Baseball Division:

- A) Players shall be league age 6, 7 and 8 to play in this division.
- B) The Rookie Division is purely coach pitch for the first half of the season after such time, there will be a minimum of two (2) innings with player pitch. The division coordinator will tell the Managers and Assistant Coaches when the switch will be made.
- C) Once players can pitch, a player pitches a maximum of 4 balls to a maximum of five (5) of the first batters in an inning, after which the coach will step in to finish the batter (no players shall walk, strike count will be retained, and players will either hit or strike out). Coaches must begin teaching fundamentals of pitching at the beginning of the season. No player shall pitch more than one inning per game.
- D) Player pitch counts/rest periods apply – per the Little League handbook.
- E) Coaches may pitch from in front of the mound on a knee to begin the season but by the halfway point coaches are encouraged to be standing and pitching from the mound.
- F) Due to the limited experience of the catchers at this age a coach or approved parent volunteer may be positioned behind the catcher to assist, but a catcher must be used during the entire season. Fundamentals of catching should begin at the beginning of the practice schedule. All players, especially catchers, must wear a protective cup.
- G) There will be no base reached on walks or hit by pitch.
- H) Bunting is allowed at coaches discretion.
- I) Teams shall roster no more than twelve (12) players without BOD approval.
- J) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice.
- K) Practices shall last no longer than one and a half (1:30) hours.
- L) Teams shall bat in continuous order on offense.
- M) Teams shall play up to ten (10) defensive players in the field. Teams will be permitted to start games with seven (7) rostered players in uniform.
- N) No inning shall start after one hour forty (1:40) minutes after the scheduled game start time.
- O) There is a four (4) run maximum per inning, per team throughout the game.
- P) Home and away teams shall bat in the final inning regardless of the score.
- Q) No official records, or standings, shall be kept.
- R) A round robin tournament may be played to determine a rookies championship team.
- S) Base runners are not permitted to advance on passed balls and/or wild pitches.
- T) Stealing of any base is not permitted.
- U) The Infield Fly Rule will not be enforced. Base runners will NOT be permitted to tag on any pop up or fly ball.
- V) Sliding into first base is not permitted. A base runner sliding into first base shall be called out.
- W) Base runners must slide or avoid contact as regulated by Little League Baseball, Inc.

- X) Balls hit to the infield are singles and baserunners should be directed to run accordingly (one base at a time). Coaches should use their judgement to make reasonable baserunning decisions that are not overly aggressive to keep force plays in tact. At this level the focus should be on teaching the fundamentals of making defensive outs and pitching. If a player hits a ball to the outfield, including a hard ground ball, they may attempt a second base, coaches have baserunners run accordingly.
- Y) Managers and Assistant Coaches are required to provide equal playing time for all rostered players per game. Players that do not attend games are not required to receive additional playing time at their next attended game.
- Z) There shall be a maximum of one (1) Manager and three (3) Assistant coaches allowed in a dugout. The defensive team is allowed two coaches in the field to instruct fielders during games.
- AA) No on-deck batters will be permitted, and no other player is allowed to have a bat in their hands.
- BB) Bats and balls are not allowed in the players hands while in the dugout.
- CC) Rookie batters will be out after four (4) "swinging" strikes. During the first half of the season, players will hit off a tee after four (4) "swinging" strikes. During the second half of the season, players will be called out after four (4) "swinging" strikes.

SECTION 6

Minors Baseball Division:

- A) Players shall be league age 9 and 10 in this division.
- B) Teams shall roster no more than twelve (12) players without BOD approval.
- C) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- D) Practices shall last no longer than one and a half (1:30) hours.
- E) Teams shall bat in continuous order on offense.
- F) Teams shall play up to ten (10) defensive players in the field. Teams will not be permitted to start a game with less than eight (8) rostered players in uniform. Teams failing to meet this requirement shall incur a forfeit in the official division standings. Use of the minors BASEBALL player pool must be utilized where applicable to avoid the need for teams to forfeit games.
- G) Games shall last no longer than 6 innings or two and a half (2:30) hours, whichever comes first. In the event that there is a tie at the end of 6 innings, 1 extra inning of game play will be permitted provided a new inning can start within the required time allotment.
- H) No inning shall start two (2) hours after the scheduled game start time.
- I) There is a four (4) run maximum per inning, per team. There shall be no run limit in the final inning of every game.
- J) Official records, or standings, shall be kept.
- K) A playoff round may be held upon annual BOD approval. Playoff structure shall be announced through the Division Coordinator upon BOD approval.
- L) Players must participate in 60% of his/her team's regular season games to be eligible for the playoffs unless due to injury. Regular season games are defined as the games which are used in the calculation of standings for the CBSL playoff games.
- M) CBSL playoff games are not included in the calculation of the tournament team player eligibility rule. See

the Little League rule book for the latest tournament team eligibility rules.

- N) Should a playoff round be scheduled, assigned umpires must receive BOD approval prior to any games being held. CBSL may allow umpires other than division managers for playoff games as it sees fit.
- O) A mid-season All Star Game may be held. A maximum number of players per team, as determined annually by the BOD, may be selected to the mid-season All Star Game. The game is expected to be played on Memorial Day Weekend. Each regular season team will send a pitcher to the all star game who will be required to pitch.
- P) The Infield Fly Rule will not be enforced. Base runners will be permitted to tag on any pop up or fly ball.
- Q) An offensive team shall not score more than two (2) runs on passed balls and/or wild pitches in any inning.
- R) Sliding into first base is not permitted. A base runner sliding into first base shall be called out.
- S) Base runners must slide or avoid contact as regulated by Little League Baseball, Inc.
- T) There shall be a maximum of one (1) Manager and three (3) Assistant Coaches allowed in a dugout. No more than one (1) coach or manager can be on the field during the defensive play.
- U) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a six (6) inning game. Player's shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.
- V) All players shall play a minimum of one (1) defensive inning in an infield position unless there is a significant safety issue. If there is a safety concern, the Vice President of Baseball can formally make an exception.
- W) If a player that begins the game cannot play six (6) defensive outs and bat at least once, the game cannot be counted towards playoff or tournament eligibility for that player. (Rule IV i. Mandatory Play)
- X) No player shall enter a game without the possibility of playing the minimum required number of defensive outs.

SECTION 7

Majors Baseball Division:

- A) Players shall be league age 11 and 12.
- B) Teams shall roster no more than twelve (12) players without BOD approval.
- C) - Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- D) Teams shall bat in continuous order on offense.
- E) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a six (6) inning game. Players shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.
- F) No player shall enter a game without the possibility of playing the minimum required number of defensive outs. (Players may leave a game early.)
- G) If a player that begins the game cannot play nine (9) defensive outs, the game cannot be counted towards playoff or tournament eligibility for that player.
- H) Official records, or standings, shall be kept.

- I) A playoff round may be scheduled. The annual playoff structure shall be determined through an annual BOD approval process. Playoff round will seed all division teams. The preferred playoff format shall be the double elimination tournament.
- J) Players must participate in 60% of his/her team's regular season games to be eligible for the playoffs unless due to injury. Regular season games are defined as the games which are used in the calculation of standings for the CBSL playoff games.
- K) CBSL playoff games are not included in the calculation of the 60% tournament team player eligibility rule. See the Little League rule book for the latest tournament team eligibility rules.
- L) There shall be a maximum of one (1) Manager and two (2) Assistant Coaches allowed in a dugout. No more than 1 maximum coach or manager can be on the field during the defensive play.
- M) All players are required to play a minimum of one (1) defensive inning. All players shall play a minimum of one (1) defensive inning in an infield position unless there is a significant safety issue. If there is a safety concern, the Vice President of Baseball can formally make an exception.
- N) No inning shall start two and a half (2:30) hours after the scheduled game start time.
- O) Teams will not be permitted to start a game with less than eight (8) uniformed players. Teams failing to meet this requirement shall incur a forfeit in the official division standings. Use of the majors BASEBALL player pool must be utilized where applicable to avoid the need for teams to forfeit games.
- P) A mid-season All Star game may be held. A maximum number of players per team, as determined annually by the BOD, may be selected to the mid-season All Star Game. The manager of each team in the Majors Division will select a specific number of players who have demonstrated the highest level of ability on their team. The selected players will be required to declare their availability one (1) week prior to the scheduled game date. Players must have participated in at least 60% of the scheduled games as of the day before the All Star game. The division may conduct a Home Run Derby prior to the All Star game for the 12 year old players as a way of honoring this age of players. The game and HR Derby are expected to be played on Memorial Day Weekend. The BOD reserves the right to modify the structure of the mid-season games as needed.

SECTION 8

Junior Baseball Division:

- A) Players shall be league age 13-14.
- B) Teams shall roster no more than fifteen (15) players without BOD approval.
- C) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- D) Teams shall bat in continuous order on offense, unless otherwise determined by affiliated league rules.
- E) The division shall follow the rules and regulations of a recognized affiliated Baseball organization.
- F) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a seven (7) inning game. Players shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.
- G) Teams will not be permitted to start a game with less than nine (9) uniformed players. Teams failing to meet this requirement shall incur a forfeit in the official division standings.
- H) Official records, or standings, shall be kept.

- I) A playoff round may be scheduled. The annual playoff structure shall be determined through BOD approval or participating league jurisdiction.
- J) A division All Star Game may be BOD approved and scheduled on an annual basis.
- K) Use of league age 13 and 14 and 15 (if allowed) year olds and league age 12-year-olds player pool may be utilized where applicable to avoid the need for teams to forfeit games.

SECTION 9

Senior Baseball Division:

- A) Players shall be league age 15-16, league age 13-14 will be allowed to play if numbers require it (as determined by Player Agent).
- B) Teams shall roster no more than fifteen (15) players without BOD approval.
- C) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- D) Teams shall bat in continuous order on offense, unless otherwise determined by affiliated
- E) league rules.
- F) The division shall follow the rules and regulations of a recognized affiliated Baseball organization.
- G) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a seven (7) inning game. Players shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.
- H) Teams will not be permitted to start a game with less than eight (8) uniformed players. Teams failing to meet this requirement shall incur a forfeit in the official division standings.
- I) Official records, or standings, shall be kept.
- J) A playoff round may be scheduled. The annual playoff structure shall be determined through BOD approval or participating league jurisdiction. A division All Star Game may be BOD approved and scheduled on an annual basis.
- K) Use of league age 13 to 16 year olds player pool may be utilized where applicable to avoid the need for teams to forfeit games.

SECTION 10

Rookie Softball Division:

- A) Teams shall roster no more than twelve (12) players without BOD approval.
- B) Players shall be league age six (6), seven (7) or eight (8) to participate in this division of play.
- C) The division shall follow the rules and regulations of a recognized affiliated Softball organization (the district).
- D) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice.
- E) Practices shall last no longer than one and a half (1:30) hours.
- F) No official records, or standings, shall be kept.

- G) There shall be no playoff round.
- H) No inning shall start one hour forty (1:40) minutes after the scheduled game start time.
- I) There shall be a maximum of one (1) Manager and three (3) coaches allowed in a dugout.

SECTION 11

Minors Softball Division:

- A) Teams shall roster no more than twelve (12) players without BOD approval.
- B) Players shall be league age nine (9) or ten (10) to participate in this division of play.
- C) The division shall follow the rules and regulations of a recognized affiliated Softball organization.
- D) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- E) Practices shall last no longer than one and a half (1:30) hours.
- F) Official records, or standings, shall be kept.
- G) No inning shall start two (2) hours after the scheduled game start time.
- H) Regular season and playoff games shall not be scheduled after June 14 or earlier, as required based on the Little League Tournament schedule.
- I) There shall be a maximum of one (1) manager and two (2) coaches allowed in a dugout.
- J) Use of the softball player pool may be utilized where applicable to avoid the need for teams to forfeit games.
- K) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a six (6) inning game. Players shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.

SECTION 12

Majors Softball Division:

- A) Teams shall roster no more than fourteen (14) players without BOD approval.
- B) Players shall be league age 11 or 12 to participate in this division of play.
- C) The division shall follow the rules and regulations of a recognized affiliated Softball organization.
- D) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- E) Practices shall last no longer than one and a half (1:30) hours.
- F) Official records, or standings, shall be kept.
- G) Regular season and playoff games shall not be scheduled after June 14 or earlier, as required based on the Little League Tournament schedule.
- H) There shall be a maximum of one (1) manager and two (2) coaches allowed in a dugout.

- I) Use of the softball player pool may be utilized where applicable to avoid the need for teams to forfeit games.
- J) All rostered players present and in uniform at the start of any scheduled game shall play in the field for a minimum of nine (9) defensive outs during a six (6) inning game. Players shall play in the field for a minimum of six (6) defensive outs during a shortened inning game.

SECTION 13

Senior Softball Division:

- A) Teams shall roster no more than fifteen (15) players without BOD approval.
- B) Players shall be league age 13, 14, 15 or 16 to participate in this division of play.
- C) The division shall follow the rules and regulations of a recognized affiliated Softball organization.
- D) Game and practice schedule to be determined by annual league affiliation.
- E) Depending upon the schedule, each team is expected to have EITHER two (2) games/ one (1) practice OR one (1) game/two (2) practices per week during the regular season. One of the weekly practices can be a divisional practice. This guidance can be modified to account for weather and to ensure each team plays a minimum of 12 games per season.
- F) Teams shall bat in continuous order on offense subject to a coach's mutual decision at the start the game.
- G) Teams will not be permitted to start a game with less than nine (9) uniformed players. Teams failing to meet this requirement shall incur a forfeit in the official division standings.
- H) Use of the softball player pool may be utilized where applicable to avoid the need for teams to forfeit games.

ARTICLE XVI –UMPIRE POLICY

SECTION 1

General Umpire Requirements:

- A) At a minimum, all umpires are required to attend the annual CBSL umpire training. Umpires are also encouraged to get certified through a local umpire organization (e.g., Connecticut Board of Approved Baseball Umpires, Central Connecticut Umpire Association, etc.).
- B) Umpires must be at least thirteen (13) years old and meet the following:
 - 1) Umpires have to be deemed qualified by the BOD.
 - 2) Umpires are required to be older than the division they're umpiring.
 - 3) Minor umpires are required to provide a signed parental consent form.
- C) The BOD will set the compensation rate for umpires.
- D) The Umpire-in-Chief maintains an approved umpire list.
- E) The Umpire-in-Chief can decide to remove an umpire from the approved umpire list. An umpire can appeal their removal to the CBSL BOD.

SECTION 2

Tee Ball and Big Red Bat

- A) No umpiring is required for Tee Ball or Big Red Bat.

SECTION 3

Rookie Baseball and Softball Divisions:

- A) One coach from each regularly scheduled team shall be required to umpire either the field or home plate during the game. This is typically divided between the base and/or field coaches overseeing each game.
- B) The home team coach shall be designated as the home plate umpire as needed.
- C) All umpires must be CBSL registered coaches or volunteers approved by the BOD.
- D) If no coach or CBSL official is available to umpire, an approved parent volunteer may be used as a substitute umpire.

SECTION 4

Minor, Major, Junior and Senior Baseball and Softball Divisions:

- A) A paid umpiring program will be employed as determined by BOD mandate or as required by affiliated organization

ARTICLE XVII – PLAYER ACQUISITION

SECTION 1

Player Evaluation Sessions:

- A) Sessions shall be run by the Player Agent, unless there is a conflict, whereby the Player Agent can assign an alternate BOD member to run.
- B) The evaluation session is conducted to give divisional managers the opportunity to evaluate all players' skill level to aid in the formation of balanced teams.
- C) All registered players eligible to participate in the Rookie Baseball, Minors Baseball, Majors Baseball, Junior Baseball, Senior Baseball, Rookie Softball, Minor Softball, Major Softball and Senior Softball divisions shall be assigned an evaluation date and time prior to team formation/draft process. The Tee Ball Division does not require a skills evaluation prior to the team selections.
- D) Each year, the Player Agent, with the support of the BOD, will determine the evaluation process, including:
 - 1) Date(s) and Time(s)
 - 2) Location (can be different based on the needs of the specific division)
 - 3) Evaluation Process (can be different based on the needs of the specific division)
 - 4) Evaluation Participation
 - 5) Equipment Needs
- E) Unless approved, Parents and/or Guardians are not permitted in the evaluation area. Parents shall wait in the designated wait area. Violation of this policy may result in sanctions pursuant to the CBSL Code of Conduct. No other children or siblings will be permitted in the evaluation area.
- F) Only approved managers, assistant coaches, and volunteers will be allowed into the evaluation area.
- G) General Baseball/Softball skills will be assessed.
- H) Players shall attend the proper league age evaluation session or a special tryout session sanctioned by the BOD.
- I) No team affiliation shall be revealed during any evaluation session.

- J) Children of pre-selected managers and coaches in all Baseball and Softball divisions are still required to attend evaluation sessions.

SECTION 2

Acquisition of New Players to a Team:

- A) All CBSL divisions will enter the season with a manager (e.g. head coach). All players will be assigned to teams through the player draft, except for the Tee Ball and Big Red Bat Divisions
- B) The Tee Ball Division teams shall be composed at the discretion of the Tee Ball Division Coordinator with required BOD approval. Usually, players are assigned by the Tee Ball Division Coordinator.
- C) For the purposes of the draft, each manager (e.g. head coach) will be allowed to name one assistant coach. Selection of the children of managers and one assistant coach shall be the first pick in each rating category. Managers and coaches of the same team with children rated in the same category shall select the players with their first two, or however many, picks in the respective rated category.
- D) All rating assignments will be decided through a majority 'vote'.
- E) All player evaluation ratings are confidential.

SECTION 3

Drafting Procedure:

- A) Little League Plan A (new league) will be followed due to use of a full draft of each Baseball and Softball division.
- B) The draft will follow the spring evaluations for each division.
- C) The Vice President of Baseball and Softball shall attempt to schedule all division drafts at a common location and date.
- D) The order of draft selections will be set by the Player Agent before the draft is conducted. Random order determined by "luck of the draw" is the default method of determining draft selection order. The draft will follow the 'snake' methodology (i.e. – teams 1 – 8 selected in round 1, followed by 8-1 in round 2).
- E) Selection of players in all baseball and softball divisions, except tee ball and big red bat, shall follow an "A" through "C" - or - "1" through "5" rating category order. The top two ranking categories will be available to start the draft. Once all players from the top category are drafted, the next category becomes immediately available. This method continues until all players are drafted..
- F) Manager's/coaches' children will be drafted based on evaluation results comparable with other players of similar ability. Managers/coaches draft position will be agreed upon by managers (not assistant coaches) within the division with approval by the Player Agent or other designated BOD official without a player in the division.
- G) Division draft rooms shall include the Division Coordinator, two (2) designated BOD members and division managers only. Division draft rooms shall not include non-managerial BOD members with children in the respective division. All other persons in attendance must receive prior BOD permission to be present.
- H) No draft will be declared void after its completion due to a player's draft selection position being questioned.
- I) All trades must be completed and approved before all teams have left the draft site. All trades must be approved by the authorized BOD official(s) in attendance at the draft. The Player Agent or designee shall record, review and affirm all trades.
 - 1) The Player Agent or Designee present during the draft may request the formation of a trade review group, composed of BOD members without children participating within the respective division, which will have the responsibility of reviewing, providing recommendations and, when appropriate, deciding on any and all trade proposals offered during the draft meeting.

- 2) Trade proposals shall be made known to all managers within the respective division prior to approval.

SECTION 4

Sibling Rule:

- A) Colchester Baseball & Softball League, Inc. will automatically place same-division siblings on the same team unless a parent requests a different arrangement.
- B) Sibling selection in the draft will follow the Little League Baseball, Inc. Operating Manual guidelines.
- C) Siblings selected will be added to the team roster with the first pick corresponding to the rated letter. (i.e.: Sibling 1 is an A rated player and sibling 2 is a B player. Sibling 1 is selected during the draft; Sibling 2 must be selected with the first eligible B pick in the draft).

SECTION 5

Player "Call-Ups:

- A) The Vice President of Baseball, Player Agent and respective Division Coordinator shall compile a listing of qualified eight (8), nine (9) and/or ten (10) year olds for possible call-up to the Majors or Minors Baseball Divisions. The list shall be submitted to the BOD for final approval.
- B) The Vice President of Softball, Player Agent and respective Division Coordinator shall compile a listing of qualified ten (10) year olds for possible call-up to the 11-12 Softball Division or eight (8) year olds for possible call-up to the 9-10 Softball Division. This list shall be submitted to the BOD for final approval.
- C) Player "call-up" requests shall be eligible only in the event of a safety issue, injury replacement and/or roster equalization. A player's "call-up" is contingent on parental approval. Potential "call-up" candidates shall be contacted in order of rank on the respective Player Agent player list on an as needed basis.
- D) No player shall move out of their respective league age division without obtaining a majority vote of approval from the BOD.

SECTION 6

Establishment of Player Waiting Lists:

- A) If a player is registered for a particular division after the cut-off date for registrations he or she is placed on a divisional waiting list.
- B) The deadline for general CBSL registration using the online registration portal will be established and posted on the cbsl.org home page. Registration deadline using the in-person registration may be no later than the February general meeting (typically, the second Tuesday of February). The BOD reserves the right to adjust this date as needed.
- C) If a player registers and is on the wait list prior to the player evaluation for that division, and the BOD determines there are fewer players in the draft pool than would exceed the projected roster size of the teams in that division, the player is added to the draft pool.
- D) If there are teams in the division which have not yet reached their maximum roster size, per Article XVII, after the draft and there is a player remaining, or placed on the waiting list after the draft, that player shall be assigned to the team that had the next available draft pick when the initial draft pool was exhausted.
- E) The Divisional Waiting Lists expire as of the first played regular season game for each division. Any players remaining on the waiting list at that point may be offered a refund if a refund is still permissible at that point. Roster equalization only occurs as per Article XVIII (PLAYER SEPARATION/REPLACEMENT) once the regular season has begun.
- F) The BOD reserves the right to freeze player waiting lists at any point after the registration period closes in order to maintain established team roster sizes for each division of play.

ARTICLE XVIII – PLAYER SEPARATION/REPLACEMENT

SECTION 1

Player Separation:

- A) The Player Agent and Division Coordinator must verify the circumstances of any player leaving a team during the practice or game season.

SECTION 2

Player Replacement:

- A) A player may be brought up from the Rookie BASEBALL division to the Minor BASEBALL division or from the Minor BASEBALL division to the Major BASEBALL division as a permanent replacement providing that the player being brought up is available to play in a minimum of 1/3rd of the regular season scheduled games.
- B) A player may be brought up from the 9/10 SOFTBALL division to the 11/12 SOFTBALL division as a permanent replacement provided that the player being brought up is available to play in a minimum of 1/3rd of the regular season scheduled games.
- C) There shall be no in-season player movement from the Introductory / Tee Ball division to the Rookie BASEBALL or 7/8 SOFTBALL divisions.
- D) There shall be no in-season player movement from the 11/12 BASEBALL division to the JR or SR BASEBALL division.
- E) There shall be no in-season player movement from the 7/8 SOFTBALL division to the 9/10 SOFTBALL division.
- F) There shall be no in-season player movement from the 11/12 SOFTBALL division to the 13+ SOFTBALL division.
- G) All requests of permanent player replacement must be made to the Player Agent. The Player Agent will contact all affected parties to verify the circumstances of the player loss.
- H) The Player Agent will assess whether a player replacement is required in the event that a player misses three (3) consecutive games. The Player Agent will make his recommendation to the BOD for action. The two (2) choices of action are:
 - 1) To maintain the status quo.
 - 2) To bring up a permanent replacement player.
- I) Replacement players shall be selected at the manager's discretion from the compiled Player Agent player list.
- J) Players rejecting an offer to move to the Major BASEBALL division shall not have the opportunity to play in the Major BASEBALL division for the remainder of that season.
- K) Replacement players playing one (1) game in the Major BASEBALL division cannot return to the Minor BASEBALL division at any time.
- L) Prospective replacement players shall have twenty-four (24) hours, from the time of notification, to either accept or reject the move. Any player rejecting a replacement move shall be ineligible to move for the remainder of the season. In the event a player cannot be notified by phone or in-person, this shall be considered a "non answer" and not constitute a rejected move. Players accepting a replacement move shall report to their new team without delay.
- M) No team at any level of play shall forfeit a second player to serve as a roster replacement for a team in a higher division of play until all teams within the respective 'donor' division have forfeited one (1) player.

ARTICLE XIX – DISTRICT TOURNAMENT TEAMS

SECTION 1

End-of-Season District Tournament Team Manager Selection:

- A) The BOD should solicit tournament team managerial nominations at least two weeks prior to the Tournament Team selection date established by Little League. Best practice would be to select the Head Tournament Coaches prior to player tryouts whenever possible.
- B) The vice president of Baseball and Softball shall arrange interviews with potential candidates and the BOD.
- C) Tournament team manager candidates shall:
 - 1) Be an active member of CBSL and be a head coach, or assistant coach in the division of the tournament team they wish to coach. In the event that no head coaches or assistant coaches volunteer to be tournament team head coach, then the Vice President of baseball and softball can solicit CBSL members outside the division.
 - 2) Be put to a simple majority vote of all managers from the respective tournament team divisions and BOD officers. Each manager from a respective division will be entitled to one (1) vote. Each BOD officer will be entitled to one (1) vote. This process will be known as the Tournament Managers Vote.
 - 3) Manager selection criteria for Baseball and Softball teams will follow Tournament Rules and Guidelines (See tournament organization sections in BASEBALL/SOFTBALL Little League rule books for details).
- D) In the event the Tournament Managers Vote finishes with candidates tied with the most votes, the following shall occur:
 - 1) All division managers and BOD members present shall re-vote on candidates tied with the most votes.
 - 2) In the event a tie is not broken after the revote process, the process will be forwarded to the BOD for review and selection. If a BOD member is one of the tied coaches he or she cannot vote.
- E) The tournament team manager shall select their respective coach, or coaches. The coaches shall be an active member of CBSL. All selected coaches shall be approved through BOD consensus.
- F) All nominated tournament managers and coaches shall be considered for open positions only if their status is defined as in good standing.

SECTION 2

End-of-Season District Tournament Team Player Selection:

- A) The number of players rostered for tournament teams will be in accordance with the Little League Rule Book.
- B) After registration closes, but at least two weeks prior to any scheduled try out(s), the BOD shall send an email to request player interest to be considered for a roster spot on the tournament team. This email should include but not limited to the schedule of any tryout(s), an over view of the selection process, a timeline of the selection process, and the level of commitment it requires to be on the roster.
- C) Once the player agent has received the email of interest from the player, said player will be under consideration for the Tournament Team Selection. Players will be evaluated though pre-draft assessments, tryouts, division games, sportsmanship, and coachability.
- D) Each manager from a respective division will be entitled to one (1) vote. Each BOD officer will be entitled to one (1) vote. This process will be known as the Tournament Players Vote.
- E) In the event the Tournament Players Vote finishes with candidates tied for the final open roster position(s), the following shall occur:

- 1) All division managers and BOD members shall revote on candidates tied vying for the final roster slot(s).
 - 2) In the event a tie is not broken after the revote process, and still remains unbroken, the process will be forwarded to the BOD for review and selection.
- F) The top nine (9) players, based on number of votes, from the Tournament Players Vote process shall be considered Tournament Team Players.
 - G) The tournament team manager shall have the opportunity of selecting no more than five (5) additional players from the eligible tournament team player pool.
 - H) Approximately 10 days prior to the Little League deadline for Tournament Team Selection, the player agent shall email the players under consideration, a Tournament Team Commitment Form. This form has to be returned, completed to the Player Agent before the Player Selection Vote. The Commitment Form will include but not limited to, the player verifying that they have no schedule conflicts during the Tournament Season.
 - I) Approximately 1 week prior to the Little League deadline for Tournament Team Selection, each CBSL division shall hold a Players Tournament Selection Vote meeting. This meeting should be attended by all division managers, player agent, Division Coordinator and the Vice President over-seeing the division. Division assistant coaches may attend the meeting to give input but may not vote.
 - J) Tournament Team should be announced at the allowed Little League and District deadline.
 - K) In the case that a joint team is formed with one or more additional town(s), a try-out will be required to select the final team.

ARTICLE XX – SPONSORS

SECTION 1

Sponsorship Program:

- A) The Sponsorship Program shall be reviewed and approved by the BOD.
- B) Sponsorship Program Fees shall be reviewed and approved by the BOD.
- C) No sponsors shall interfere with the manager or coach of their team at any time.
- D) League accepted sponsors shall receive no favorable motions regarding team manager selections, team selection, etc.
- E) Sponsorship recognition begins at the start of the spring season and concludes with the last game played in the fall season.

ARTICLE XXI – FINANCIAL POLICY

SECTION 1

Receipt of Funds:

- A) All money received by the Colchester Baseball & Softball League, Inc. shall be placed in a common trust and expended in fashion which will give no individual or team advantage over any other individual or team.

SECTION 2

Contributions:

- A) Any contribution of money or equipment must be submitted to the Colchester Baseball & Softball League, Inc. All submitted money or equipment shall be recorded and reported in monthly meeting minutes.

SECTION 3

Annual Budget:

- A) The BOD, or appointed Budget sub-committee, shall develop a proposed budget for the coming season no later than December 1.
- B) The proposed budget shall be presented to the BOD at the December BOD meeting for review and approval.
- C) The BOD shall approve the annual budget no later than the January BOD meeting.

SECTION 4

League Accounts:

- A) All accounts will be held in the name of Colchester Baseball & Softball League, Inc. and maintained by the Treasurer. All funds dispersed greater than \$500.00 require BOD approval. Authorized BOD officials shall have the ability to substitute as a designated signer.

SECTION 5

Appropriation of League Funds:

- A) All appropriation of league funds is at the discretion of the BOD.

SECTION 6

Divisional Budget:

- A) Each recognized CBSL division shall have available no more than \$250.00 per division, per year, to finance division championship awards (where applicable), all star game medals and/or division celebrations. Expenditures in excess of the above amount will require approval from the BOD in advance of allocation.

SECTION 7

Refund Policy:

- A) The CBSL refund policy shall be listed on all registration forms and published prior to the start of the registration period via the league website or league-wide communication.

SECTION 8

Financial Assistance Program (FAP):

- A) A Financial Assistance Program (FAP) line item shall be BOD approved and added to the annual budget every year dependent on previous year financial results and overall fiscal health of the Colchester Baseball & Softball League, Inc.
- B) The FAP shall award various financial assistance plans to selected CBSL participants based solely on financial assistance needs.
- C) Annual FAP funds shall be distributed through spring, summer, and fall season based on availability of funds.
- D) FAP applicants will be required to fill out a FAP application and provide at least one (1) of the following supporting documents:
 - 1) Unemployment documentation
 - 2) Reduced school lunch program documentation

- 3) In lieu of documentation, FAP applicants can request a justification meeting with the BOD.
- E) FAP funds shall be appropriated on a case-by-case basis at the discretion of the BOD.
- F) The FAP shall offer two options:
 - 1) Pay Over Time - BOD FAP coordinator and approved CBSL participant shall set and agree to a program where all fees due shall be payable on a mutually agreed upon payment schedule. By May 15 of each year.
 - 2) Reduced Amount - BOD FAP coordinator and approved CBSL participant shall set and agree to a reduced fee. Any agreed upon fee shall be payable by April 15 of each year. Failure to meet the deadline will void any and all FAP agreements.
- G) All FAP approved applicants are required to pay uniform costs for all applicable players.
- H) The BOD reserves final authority to end, or cancel, the FAP at any time.
- I) Failure to satisfy all conditions of an approved FAP award within agreed time frame will result in disqualification of FAP benefit in future years.

SECTION 9

Financial Reporting

- A)** The BOD will conduct a quarterly review of revenue/expenses to maintain the financial health of the league.

COLCHESTER BASEBALL & SOFTBALL LEAGUE, INC.
2025-26 Board of Directors

Seth Breitmaier
President

Gordon Peckham III
Equipment and Field Director

John Naples
Vice President of Baseball

Kyle Calash
Umpire-In-Chief

Sean Zettervall
Vice President of Softball

Arnold Ewings
Director of Communications and Social Media

Angela Hruska
Secretary

Amy Pfaffenbach
Director of Sponsorships and Uniforms

Danielle Bossie
Treasurer

Amy Pfaffenbach
Director of Merchandise and Fundraising

Chris Johnson
Player Agent

VACANT AT SIGNING
Tournament Coordinator

Tim Crowell
Safety / Medical Officer

Miles Lubben
Special Events Volunteer Coordinator


Matt Parsons
Information Officer

ACKNOWLEDGEMENT

We, the 2025-26 Colchester Baseball & Softball League Board of Directors (BOD), have reviewed and accepted the terms detailed within.


Seth Breitmaier, President

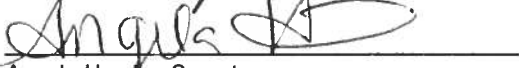
3/25/26
Date


John Naples, Vice President of Baseball


2/9/2026
Date


Sean Zettervall, Vice President of Softball

3/25/26
Date


Angela Hruska, Secretary

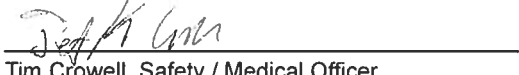
2/9/26
Date


Danielle Bossie, Treasurer

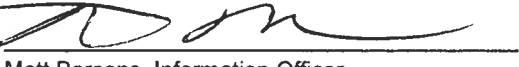
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Date


Chris Johnson, Player Agent

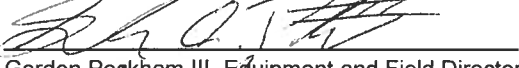
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Tim Crowell, Safety / Medical Officer

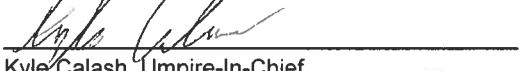
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Matt Parsons, Information Officer

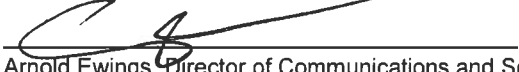
3/9/26
Date


Gordon Peckham III, Equipment and Field Director

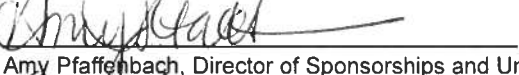
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Date


Kyle Calash, Umpire-In-Chief

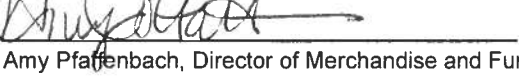
2/9/26
Date


Arnold Ewings, Director of Communications and Social Media

3/25/26
Date


Amy Pfaffenbach, Director of Sponsorships and Uniforms

2/9/26
Date


Amy Pfaffenbach, Director of Merchandise and Fundraising

2/9/26
Date

VACANT AT SIGNING, Tournament Coordinator

Date


Miles Lubben, Special Events Volunteer Coordinator

2/9/26
Date



Addendum 1 - Board of Directors Policy

ARTICLE 1 - Board of Directors Policy

SECTION 1

Confidentiality:

- A) BOD officers must maintain the confidentiality of information entrusted to them by the BOD, parents of CBSL members, CBSL members or players. All other information that comes before the BOD, from whatever source, relevant to league business shall remain private except when disclosure is authorized or required by laws or regulations.
- B) Confidential information includes all non-public information brought to the BOD, discussed in BOD meetings, transmitted through media (i.e.: internet, e-mail, telephone) and/or other sources which has not been authorized for release to the general membership.
- C) Confirmed breach of the BOD confidentiality clause shall result in immediate disciplinary action up to, and including, CBSL expulsion.

SECTION 2

Protection and Proper Use of CBSL Assets:

- A) BOD officers must protect CBSL assets and ensure their efficient use. Theft, loss, misuse, carelessness and waste of assets have a direct impact on the CBSL's ability to maintain fee structure.
- B) CBSL assets include all field maintenance tools, all Baseball and Softball equipment, all league purchased uniforms and wearables, all other league purchased or league owned property, and digital assets. Digital assets shall include, but not be limited to including the CBSL website, email distribution lists, social media accounts and their functionality.
- C) BOD officers shall not use CBSL field, team equipment, or digital assets for personal or non-CBSL related use without prior authorization from two (2) of the following four (4) officers: Equipment Manager, Vice President of Baseball, Vice President of Softball and President. Any approved non-CBSL related use of field, team equipment, or digital assets shall not interfere with CBSL practice, game, or league operations.
- D) BOD officers found not in accordance with the CBSL field or team equipment asset clause shall result in immediate disciplinary action up to, and including, CBSL expulsion.

SECTION 3

Conflict of Interest:

- A) BOD officers holding the position of CBSL President, CBSL Vice President of Baseball, CBSL Vice President of Softball, CBSL Treasurer and CBSL Information Officer shall not hold a position on any other Colchester youth sports committee or operating board unless prior approval is granted by the BOD.
- B) No member of the Board, committee chairman, or voting committee member of Colchester Baseball and Softball League shall receive compensation (other than reimbursement for expenses and discount of player registration fees) for services or goods provided to CBSL through a binding obligation unless the binding obligation is specifically approved by the Executive Board. Any Board Member who has a financial interest in, or who has an immediate family member having a financial interest in the contract, letter of agreement, or verbal understanding shall abstain from voting.

SECTION 4

Financial Policy:

- A) BOD officers with outstanding fees due shall not be eligible to attend BOD meetings until their balances have been settled.

- B) Failure to pay all current fees due may result in immediate BOD expulsion.

SECTION 5

Code of Conduct:

- A) BOD officers shall adhere and obey any and all CBSL Code of Conduct provisions.
- B) BOD officers shall not engage in any disparaging, threatening and/or profane verbal or written communications to other BOD officials, CBSL participants and/or members, town officials or any other citizen.
- C) BOD officers shall present a professional demeanor at all times. Physical, verbal and/or written threats shall result in immediate disciplinary action up to, and including, CBSL expulsion.
- D) Breach of the BOD Code of Conduct shall force an immediate convening of the Conduct Review Sub-Committee. Consequences of first offense shall result with the minimum of an official warning; however, action up to, and including, CBSL expulsion may be levied.
- E) BOD Code of Conduct offenses shall be reviewed within five (5) days of reported offense.
- F) Breach of confidentiality information shall be considered as a serious offense. Sensitive information includes all BOD meeting minutes, BOD communications (verbal, written, electronic) and CBSL member information.
- G) BOD reserves the right to add and/or modify the Code of Conduct as needed.

SECTION 6

Annual Review:

- A) All active BOD officers may receive a performance ballot during the month of August.
- B) The ballot may list all active BOD officers with options to rate each officer's performance for the past year.
- C) The Information Officer may collect all ballots and review votes.
- D) The top three (3) officers with the highest approval rating may now form the Annual Review Committee.
- E) The Annual Review Committee may review and investigate any officer not attaining a minimum of 70% approval rating.
- F) The Annual Review Committee may offer a "retain officer" or "release officer" option to the full BOD for vote. BOD officer(s) under review may not be included in the retain or release vote.
- G) BOD officers under review may have the opportunity to speak to the Annual Review Committee and/or the full BOD.
- H) An approved release vote becomes effective immediately.
- I) The BOD may solicit nominations for new members to fill released BOD positions at the September General meeting.

SECTION 7

Non-Performance Review:

- A) Any BOD official found to be deficient in their respective position may face immediate expulsion from the BOD via a super-majority vote during a recognized BOD meeting.

- B) A non-performance review may be initiated due to attendance issues, lack of position performance, member-initiated complaint(s) and/or other outstanding issues pertaining to the CBSL position in question.

SECTION 8

Sub-Committee Formation:

- A) BOD members may form sub-committees on an as needed basis throughout the year.
- B) Recognized BOD sub-committees shall include, but not be limited to:
 - 1) Budget sub-committee
 - 2) Conduct Review sub-committee
 - 3) By-Law sub-committee
 - 4) Audit sub-committee
 - 5) Training sub-committee
 - 6) Procurement sub-committee
 - 7) Ad hoc sub-committee
 - 8) Annual Review sub-committee (to be formed after the August BOD review vote)
 - 9) CBSL Website sub-committee
- C) The following BOD sub-committees may solicit members from the general membership:
 - 1) By-Law sub-committee
 - 2) Audit sub-committee
 - 3) Training sub-committee
 - 4) Procurement sub-committee
- D) The Conduct Review sub-committee shall be composed of at least three (3) BOD. The Vice President of Baseball shall chair issues arising from the Softball divisions and the Vice President of Softball shall chair issues arising from the Baseball divisions. The BOD shall select the two (2) additional BOD members. The BOD can appoint a different chair to resolve conflicts of interests or facilitate a timely resolution of the complaint.
- E) Any formed BOD sub-committee shall seat no less than three (3) active BOD officers.
- F) Each recognized BOD sub-committee shall elect a sub-committee chairperson.
- G) BOD sub-committees shall bring all proposals to vote before the full BOD.
- H) The CBSL President shall not serve as chairperson of any sub-committee without prior approval granted via BOD vote.
- I) BOD shall retain the right to employ, elect or assign members to special assignment positions as desired. These special assignment positions shall have no voice within the BOD nor carry tenure. .

SECTION 9

Attendance Policy:

- A) All BOD officers having missed three (3) consecutive BOD meetings may be subject to removal from their position.
- B) BOD officers are required to attend no less than 60% of all CBSL scheduled meetings (BOD and General Monthly Meetings)

SECTION 10

Voting Rights:

- A) All BOD members shall be entitled to one (1) vote.
- B) Quorum for a recognized BOD vote shall be no less than 50% of the current BOD members present plus one (1) active BOD member present.
- C) Voice votes may be challenged, and a show of hands or secret ballot may be requested and must be taken.
- D) Simple majority of all votes cast as verified by the BOD, or its elected official, shall constitute full BOD approval unless motion is deemed to need a "supermajority".
- E) The following action items shall trigger a "super majority" vote.
 - 1) Governance
 - 2) Structure
 - 3) Financial motions exceeding \$10,000.00
 - 4) Disciplinary actions involving BOD members
 - 5) Significant Capital Improvements
 - 6) Procurement expenditures exceeding \$10,000.00
- F) "Supermajority" votes shall validate with no less than seventy five (75) percent voting BOD members present. All "super majority" votes shall approve with no less than a 66% acceptance rate.