

**YVSSA**  
**Yakima Senior Softball Association Bylaws**  
**Revised February 28, 2024**

**ARTICLE I - NAME AND PURPOSE**

Section 1 - NAME

The name of the association is the YAKIMA VALLEY SENIOR SOFTBALL ASSOCIATION (YVSSA).

Section 2 - PURPOSE

The purpose of the YVSSA is to provide senior residents of the Yakima Valley with the opportunity to participate in senior softball games at the recreational, play-for-fun level.

**ARTICLE II - MEMBERSHIP AND MEETINGS**

Section 1 - MEETINGS

The association will conduct an annual Business Meeting/Election of the Board of Directors in the month of February. The association business year shall be from January to December.

Regular business meetings will be held when needed, as the Board sees necessary.

Section 2 - VOTING

Any member shall be entitled to vote at the annual business meeting. YVSSA business will be decided by a majority vote of those members present.

A quorum will be present at any meeting if 25% of the membership is present.

Section 3 - MEMBER WAIVER FORM

Each year a member must complete a current member waiver form prescribed by the YVSSA board, in order to be involved in activities.

## Section 4 - REMUNERATION

No individual member may receive compensation for services in support of the activities of the association from non-members or outside sources without the approval of the YVSSA board. Compensation includes benefits or rebates from vendors providing services or merchandise to the club that are not provided to every member.

## **ARTICLE III - OFFICERS/BOARD OF DIRECTORS**

### Section 1 - OFFICERS

The Officers of the association shall be President, Vice-President, Secretary, and Treasurer.

The Board of Directors will consist of 4 Officers, plus 3 At-large members.

Association affairs will be managed by the Officers of the board. In order to maintain the efficiency of the operation, a minimum of 75% meeting attendance will be required of the Board members.

All positions will be for a term of one year and each will serve until their successors are elected.

#### A. PRESIDENT

The President's duties shall include, but not be limited to:

1. Be the chief administrator of YVSSA.
2. Shall preside over all regular and business meetings.
3. Be the ex-officio member of all committees.
4. Shall appoint, with Board approval, the chairs of the committees.
5. Shall appoint special committees, as needed.
6. Shall appoint a committee to audit the outgoing treasurer's books.
7. Oversee the activities of the other officers.
8. Call meetings when deemed appropriate.
9. Seek ways to improve the organization, consistent with the membership's wishes.

10. Act as liaison to other agencies (City of Selah, Harman Center, City of Yakima, other softball-related groups) to enhance YVSSA.
11. Maintain a folder of duties and activities to be handed over to the incoming President.

#### B. VICE PRESIDENT

The Vice President's duties shall include, but not be limited to:

1. Assist the President and, in his/her absence, perform duties of that office.
2. Assist with programs and meetings when necessary.
3. Chair the incoming officer nominating committee.
4. Monitor the player draft each session.
5. Develop leagues game schedules
6. Oversee the placement of additional players under any circumstances.

#### C. SECRETARY

The Secretary's duties shall include:

1. Maintain the minutes of each meeting.
2. Handle all correspondence in a timely manner.
3. Maintain other records as required by the Executive Board.
4. File all notices as required by other agencies.

#### D. TREASURER

The Treasurer's, as Chief Financial Officer, duties shall include:

1. Handle all financial accounts of the association.
2. Collect the annual dues of the members and any other monies, as necessary. Maintain a current roster of the membership including all available contact information along with the current member's signed waiver form.
3. Prepare a budget to be presented to the membership for approval at the Annual Business Meeting in February.

4. Maintain a ledger of itemized expenses and income and report same at board meetings.
5. Have the authority to spend the maximum amount of \$300.00 for expenses. Expenses over \$300 will require notification and approval of the Board of Directors. Reimbursement of expenses will be paid by YVSSA check, as long as the original receipt is provided. YVSSA has been issued a debit card for our account, as of January 25, 2022, for the association's expenses and should be used whenever possible.
6. Prepare an annual financial report and make it available to the members.
7. Prepare such other reports as may be required by the Executive Board.

## Section 2 - REMOVAL OF AN OFFICER

Any member may propose the removal of an officer. If 25% of the other members concur with the proposal, a meeting of the members will be announced and held. At the conclusion of the hearing portion of the meeting, the proposal will be put to a vote. Removal of an officer requires a vote of two-thirds (2/3) majority of those present at a meeting at which a quorum is present, either by absentee ballot or in person. In the event that an officer is removed from office, the secretary will notify the officer in writing. The President will appoint a replacement for the vacant position until the next election cycle.

## **ARTICLE IV - ELECTION OF OFFICERS**

### Section 1 - ELECTION OF OFFICERS

Officers will be elected at the Annual Business Meeting in February by those members in attendance.

### Section 2 - COMMENCEMENT OF TERM

Newly elected officers will begin their term on the first day of March, each year following elections.

## **ARTICLE V - COMMITTEES**

### Section 1 - COMMITTEE ESTABLISHMENT

Committees may be established by the Board of Directors.

## Section 2 - COMMITTEE DIRECTION

The direction shall be set by the President and approved by the Board of Directors. Each committee shall maintain an up-to-date procedure book, which will describe the duties of the chair and committee.

## ARTICLE VI - AMENDMENTS

Section 1 - These Bylaws may be amended by two thirds (2/3) vote of the members present and voting, at a regular or annual meeting of YVSSA, provided the amendment or amendments were:

- a. Read at a previous meeting, or
- b. Given a week prior written notice to each member, or
- c. Posted two (2) weeks prior to the meeting

## ARTICLE VII - MEETING FORMAT

Section 1 - All meetings shall be governed by the Roberts Rules of Order, latest edition.

## ARTICLE VIII - DISSOLUTION

Section 1 - In the event of a dissolution of the association, the following actions will take place:

- a. All members will be notified of the dissolution and advised they are liable for any outstanding debts.
- b. All outstanding debts will be paid.
- c. After debts are paid, any monies received from members that can be equitably returned to the members may be returned to them if the organization elects. Monies not returned and any other monies held by the association will be donated to a charitable organization.
- d. The association will obtain approval for the dissolution from any related organizations that may deem to be necessary or appropriate.