

# **THE CONSTITUTION OF METRO NASHVILLE SOFTBALL ASSOCIATION**

## **ARTICLE I      NAME OF THE ORGANIZATION**

The name of the organization shall be Metro Nashville Softball Association (MNSA), after this referred to as “MNSA” or the “Organization”. The Organization may be subdivided into subdivisions based on competition levels and determined by the teams of the Organization. MNSA is a nonprofit corporation.

## **ARTICLE II      OBJECTIVE OF THE ORGANIZATION**

The objective of the Organization is to promote amateur athletics with special emphasis on the participation of the gay, lesbian, bisexual and transgender community in an atmosphere of friendly competition.

## **ARTICLE III      MEMBERSHIP IN THE ORGANIZATION**

Any person who wishes to support the stated objective of the Organization may become a member by satisfying the membership requirements set forth in the MNSA Rules and Regulations. All members of MNSA are encouraged to support and participate in the local gay community activities, especially MNSA functions.

## **ARTICLE IV      MANAGERS COUNCIL**

The MNSA Managers Council term shall be from the commencement of the annual Spring General Membership Meeting until the annual Spring General Membership Meeting of the following year. The Managers Council shall consist of the members of the Executive Committee (see Article V) and a team representative, appointed by the team, for each team participating in the upcoming MNSA season. To be considered a participating team, the full team fee must be submitted to MNSA for the spring season on or before the start of the Spring General Membership Meeting. This fee will be nonrefundable. The amount of the team fee will be presented to the prospective teams at least 30 days prior to the Spring General Membership Meeting. Executive Committee members or their proxy shall have voting rights as specified in Article V. Each Managers

Council team representative or designated proxy shall have one vote in representing his or her team in all decisions regarding MNSA policies at all meetings during their term. The Managers Council shall have the following duties and responsibilities:

- A) Attendance at all duly scheduled MNSA meetings;
- B) Collection of fees and fines and from teams, members sponsors;
- C) Be familiar with both the Constitution and the Rules and Regulations of MNSA;
- D) Other duties, as determined by the majority of the MNSA Executive Committee that may be necessary for the efficient administration of the Organization.

## **ARTICLE V**      **EXECUTIVE COMMITTEE**

The Executive Committee shall consist of the following elected officers with their respective responsibilities:

### **A. Officers**

#### **1. Commissioner**

The Commissioner shall:

- A) Preside at all regular, Managers Council and special meetings of the Organization;
- B) Assist the treasurer in the preparation of the budget;
- C) Serve as an authorized guarantor of MNSA financial transactions;
- D) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee
- E) Plan for elections and staffing of elections;
- F) Not vote in meetings except to break a tie;
- G) Have such duties as may be necessary to carry out the provisions of this Constitution.

#### **2. Assistant Commissioner**

The Assistant Commissioner shall:

- A) Preside at all regular, Managers Council and special meetings of the Organization; in the absence of the Commissioner
- B) Have one vote in all Managers Council and Executive Committee matters, except when presiding over any MNSA meeting, the Assistant Commissioner will not vote except to break a tie;

- C) Serve as chair of the Judiciary Hearings Committee
- D) Perform such other duties as the Commissioner may designate.
- E) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee
- F) Be responsible for appointing and presiding over the Tournament Director and Tournament Committee

### 3. Secretary

The Secretary shall:

- A) Maintain the minutes of all meetings of the MNSA Executive Committee and Managers Council
- B) Have one vote on all Managers Council and Executive Committee Matters
- C) Preside over the Election Committee
- D) Perform such other duties as the Commissioner may designate.
- E) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee
- F) Maintain the official copy of the MNSA Constitution. When changes are approved, Secretary shall make said changes and send copies to the Manager's Council within seven (7) days of the Council Meeting at which the changes were approved.

### 4. Treasurer

The Treasurer shall:

- A) Prepare a budget;
- B) Maintain financial records;
- C) Serve as an authorized guarantor of MNSA transactions;
- D) Present regular financial reports to the MNSA Commissioner and Assistant Commissioner on a quarterly basis and to the Managers Council at league year-end.
- E) Monitor and maintain tax exempt status and legal status of the Organization;
- F) Send a monthly report to all of the membership via e-mail;
- G) Have one vote on all Managers Council and Executive Committee matters;
- H) Perform such other duties as the Commissioner may designate.
- I) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee

5. Technology Coordinator

The Technology Coordinator shall:

- A) Maintaining and updating league web site, including calendar, photos, events, and fundraisers as well as assigning correct league website admin access for Board Members and Committee Chairs;
- B) Creating player, team, and tournament registrations forms and rostering players to the correct teams;
- C) Manage the league social media pages (Facebook, Instagram, etc.), with regular updates in coordination with all board members and appointed committee chairs;
- D) Have one vote on all Managers Council and Executive Committee matters;
- E) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee;
- F) Perform such other duties as the Commissioner may designate.

6. Event Coordinator

The Event Coordinator shall:

- A) Overseeing and organizing all League Events . To include player recruitment events, socials and field days;
- B) Assist in the placement of new players and players with no team affiliation;
- C) Partner with Treasure or Fundraising Chair to plan League Fundraisers;
- D) Partner with Tournament Director for Music City Classic Events;
- E) Actively working to improve Diversity, Equity, and Inclusion within our league structures;
- F) Have one vote on all Managers Council and Executive Committee matters;
- G) Establish such committees as may be necessary for the efficient administration of the elected position as approved by the Executive Committee;
- H) Perform such other duties as the Commissioner may designate.

## 7. Member-at-Large

The Member-at-Large shall:

- A) The Member-at-large will be an elected position to the Executive Committee to serve as a representative of the general membership;
- B) The Board may assign specific duties to the Members-at-Large that support the Executive board, and any subcommittees formed whereas doing so shall benefit the League;
- C) Have one vote on all Managers Council and Executive Committee matters;

## B. Elections and Terms of Office

Elections will be held on the game day 2 weeks prior to the last regularly scheduled games of the Spring/Summer season; however the elections shall be held no later than the second scheduled week of play in August. Any person wanting to run for election must be a current member of MNSA in good standing and must be nominated by another current member of MNSA who is also in good standing. All nominations for officers must be submitted in writing to the MNSA Commissioner or the Assistant Commissioner no later than fifteen days (15) days before the election.

The membership shall be provided a notice in writing of the election of all open offices and candidates running for each office at least seven (7) days before the election. Each member may cast one vote for each office.

The Executive Committee shall oversee the casting of ballots. The term of office for all offices will be two (2) years. The term for all offices will be from October 1 through September 30. The MNSA Commissioner, Secretary, Technology Coordinator will be elected in odd numbered years. The Assistant Commissioner, Treasurer, Event Coordinator, and Member-at-Large will be elected in even numbered years. The original members of the Executive Committee shall serve in their respective positions until the election for said position comes due under this Constitution. Any Executive Committee office that shall become vacant before the term's completion shall be filled by a majority vote of the Executive Committee at a special meeting.

All votes cast for the election of officers shall be counted in an open forum to be held the same day of the election. A ballot without a clearly marked selection shall be considered invalid and not counted. Any member of the Organization shall have the right to be present at such forum and witness the counting of the votes for the election of the officers of the Organization. No officer may count votes if they are running for election in the current year. The designated MNSA Secretary shall, immediately after the counting of

the votes for election of the officers, record the total number of votes cast for each candidate. The candidate receiving the most votes shall be declared the winner of the election for such office. The designated MNSA Secretary shall affix his or her signature to the results of such election of officers.

C. Votes of Confidence – Will be held as defined in the Rules and Regulations of the Organization

## **ARTICLE VI**      **OFFICIAL COMMUNICATION METHODS AND PROXIES**

Any reference in MNSA documents that requires submission in writing shall be deemed to include physical paper, electronic mail (e-mail) and facsimile (fax). In the interest of efficient operation of the Organization, the MNSA Executive Committee may, in its sole discretion, opt to hold any MNSA meeting or call for vote in person, via e-mail or conference call.

MNSA will recognize the designation of a proxy (not to include elections), provided that it is properly submitted in writing to the presiding officer. When executing a proxy, a MNSA Executive Committee member may only designate another Executive Council member; a team representative may only designate another member of his or her own team.

## **ARTICLE VII**      **MEETINGS**

An annual Summer and Winter Executive Committee meeting shall be held as a forum for interaction and planning of activities. The annual Summer and Winter Executive Committee meetings shall include all elected officers. At the Summer Executive Committee meeting, the newly elected officers shall be duly installed. Three (3) officers shall constitute a quorum for any such meeting.

A General Membership meeting of the Organization shall be held in the Spring of each year. The MNSA Secretary shall notify all members of the date, time and place of such meeting. At the Annual Spring General Meeting, the Constitution and Rules and Regulations previously approved by the Managers Council will be distributed. No quorum shall be required for any such meeting.

Special meetings may be called at any time by the MNSA Commissioner or by a majority of the Managers Council. MNSA Commissioner shall notify each member of the

Managers Council no fewer than five (5) business days before any such meeting. The notice shall specify date, time, place and purpose of the meeting. More than fifty percent (50%) of the membership of the Managers Council shall constitute a quorum for any such meeting.

Any member may attend any meeting of the Organization and may participate in an open forum. Only members of the Managers Council or designated alternative may participate in the discussion and vote of a motion. Any member of the Organization may attend any Executive Committee meeting but may not participate. The attendance shall be an observance capacity only.

## **ARTICLE VIII   SOFTBALL RULES**

The softball rules shall be presented at the annual Spring General Membership Meeting. Changes to the Rules and Regulations may be made as necessary. Any change shall require the affirmative votes of not less than seventy-five percent (75%) of the Managers Council. Rules changed during the season will become effective immediately, unless otherwise specified.

## **ARTICLE IX       NATIONAL SPORTS ALLIANCE**

The Organization may become a member of any national sports alliance whose goals and objectives are similar to those of the Organization. Any membership fees of such national sports alliance shall be paid by the Organization. Any potential affiliation will be reviewed by the Executive Committee and voted upon by the Managers' Council.

## **ARTICLE X       FEES AND EXPENSES**

Executive Officers and Managers Council members shall not receive any compensation or remuneration for their services to the Organization. However, necessary and reasonable expenses incurred on behalf of the Organization by any Executive Officer or Managers Council member may be paid by the Organization with the approval of the Executive Committee.

## **ARTICLE XI      GRIEVANCE/APPEAL PROCESS**

The Managers Council may declare any person or team in MNSA in violation of MNSA guidelines if that person or team exhibits behavior detrimental to the best interests of MNSA. The person or team would be in violation only after the guidelines as stated in the Rules and Regulations are followed.

Any penalty enacted by the Managers Council may be appealed in writing within three (3) business days to the Executive Committee. A majority vote of the Executive Committee to uphold or alter the decision of the Managers Council shall be final.

## **ARTICLE XII      AMENDMENTS**

Amendments to this Constitution shall be made as necessary. Any amendment shall require the affirmative vote of not less than two-thirds (2/3) of the total membership of the Managers Council. Amendments will become effective immediately, unless otherwise specified.