

May 2018

ORGANIZATIONAL STRUCTURE AND BYLAWS HUNTSVILLE SENIOR ROCKETS

PURPOSE AND OBJECTIVE

A sporting activity under the auspices of the Huntsville/Madison County Senior Center and City of Huntsville Recreation Services that provide an opportunity for men 55 years of age and older to participate in an organized slow pitch softball program in a competitive, fun and safe manner. Notwithstanding the competitive nature of the game, the league strives to accommodate reasonable amounts of playing time for members with relatively lesser skill.

ORGANIZATION

The management body of the softball program will consist of the following:

A. Senior Center Staff Representative

A member of the Huntsville/ Madison County Senior Center will be focal point for coordination of activities associated with the softball program. In this role, the Staff Representative performs the following functions:

1. Processing of required registration forms and collection of fees.
2. Ensures that proper accounting is rendered relative to collected fees and league expenditures.
3. Interfaces with Huntsville Recreation Services Department concerning issues associated with playing fields that cannot be resolved by the commissioner or his designated representative.

B. City of Huntsville Recreation Services Department Representative

The City of Huntsville Recreation Services Department is the controlling organization relative to Braham Springs Fields 1 and 2, the designated playing fields for the Huntsville Senior Rockets. The Zone 1 Coordinator for the Department is the final authority as to who occupies the field at any given time. Broad functions performed by the Department include:

1. Perform facility maintenance and field preparation in accordance with the official play schedule,
2. Actively coordinate safety guidelines with league commissioner and field director and
3. Determine the fields, playing area and conditions are made as safe as possible.

Prior to season start (approximately mid-February), the league commissioner will submit a projected practice, season play and tournament schedule to the Senior Center Representative to forward to the City of Huntsville Recreation Services Zone 1 Coordinator for evaluation and final disposition. The League and Senior Center League Coordinator will continually inform the Zone 1 Coordinator of changes in schedule and field prep requirements resulting from occurrences such as rain outs, team reallocation and games with outside teams.

C. Team Managers

Responsive to Commissioner, Senior Center Staff Representative and city of Huntsville Recreation Services in accordance with responsibilities defined herein, established league and playing rules and the general philosophy of the senior league softball program. Specific duties will include the following:

1. The team manager is ultimately responsible for all matters pertaining to his team and for the conduct of his players on the field.

2. Handles all team problems and grievances with assistance, when required, from the commissioner.
3. Assigns team members to fielding and batting positions. He makes the final decision as to who plays and for what period of time.
4. Provides member representation to the various committees.
5. Responsible for safekeeping of equipment (balls, bats, stat sheets, medical info, etc.). May delegate specific tasks as required.
6. The team manager is the primary source of communication with his team for matters concerning league operations such as schedules, rules and other announcements.
7. Team managers or their designated representative support league officer meetings.
8. Submits monthly player attendance reports to Senior Center Representative, if required.
9. Maintains awareness of league schedule and assigns a plate umpire, a minimum of one base umpire and score keeper for each game. Ensures that umpire assignments are done on a rotating basis as far as an individual team is concerned.
10. Gathers uniform requirements from players.

D. Commissioner, Vice Commissioner and secretary

Perform league functions concerning league operations in accordance with duties spelled out in league rules.

E. Chief Umpire

The chief umpire is responsible for enforcing playing rules and for managing umpire operations. Specifically, this includes the following duties:

1. Ensures umpires are properly trained on ASA Playing Rules and exceptions/changes as specified in the senior softball playing rules.
2. Primary off-the-field judge and mediator concerning any game protests.

F. Facilities Director

Focal point for receiving and recording requirements and concerns pertaining to facilities and playing field. Detailed tasks include:

1. Ensures that playing fields are available and in proper condition for league, practice, weekend and extracurricular play.
2. In conjunction with commissioner, primary league interface with the Huntsville Senior Center regarding field issues.

G. Committees

The league will form committees as necessary to obtain recommendations endorsements relative to operations of the league.

H. Documentation

The governing documents specifying the conduct of the league are:

1. The Organizational Structure and Bylaws: The Bylaws delineate functions, duties and responsibilities of the various league officers and supporting organizations.
2. League Rules: League Rules contain a set of rules, guidelines and procedures for accomplishing required functions
3. The Playing Rules: Playing Rules contain clarifications, adjuncts and exceptions to the ASA Playing Rules.