

## Adult League By-Laws (Rev. July, 2015)

---

### By-Laws governing teams in adult leagues sponsored by the Monroe Recreation Department.

#### Article I Name and Object:

1. The name of the leagues shall be the Monroe Recreation Department. The object shall be to promote and conduct adult leagues for the City of Monroe and to provide such other supervision and help as may be beneficial and necessary.

#### Article II Government:

1. This organization shall be governed by the Parks and Recreation Advisory Commission, the Monroe Recreation Department, and their designees.
2. The Recreation Department will approve the official rules and by-laws for each league.

#### Article III Registration and Entry Fee:

1. Every participant must register with the Monroe Recreation Department. All players must complete and sign the official contract before participating in the league.
2. Entry fee and player fee amounts and deadlines will be established for each league by the department.
3. The registration will close when the allotted number of teams for the available facilities have been reached, or on the established registration deadline. No entry fee will be refunded should a team withdraw from the league after the schedules have been set.

#### Article IV Eligibility:

1. The minimum age for participation in Adult Recreation programs is 17 years old. Some restriction may apply to high school athletes playing varsity or junior varsity sports governed by high school interscholastic rules.
2. The city reserves the right to limit the number of non-residents per team and to admit or reject any outside team or person in accordance with the number of local teams and persons entered in the league.

#### Article V Contracts/Rosters:

1. The maximum number of players per team, including the manager if he/she is a player, will be set in league rules. No player shall appear in the line-up of any team until his/her contract is duly signed by the player and manager. All roster/contracts must be upon forms furnished by the Monroe Recreation Department, shall contain all facts provided for on such forms, turned into the recreation office by deadline dates set per league, and signed by the manager. Completed rosters/contracts shall be on file at the recreation office by the deadlines set per league.
2. Deadline for adding players to rosters will be determined in the league rules.
3. Players under contract to a team shall remain the property of that team until properly released by the manager or until the end of the current playing season.
4. Managers should consider their players in giving their releases.

5. No manager or other interested party shall approach a registered player with the object of inducing him to join another team.
6. Managers are responsible for all written rules and by-laws, and any information distributed and discussed at all managers' meetings conducted by the Recreation Department.

Article VI      Managers:

1. Managers shall not be allowed to manage more than one team in the same division.
2. Managers shall be responsible for the care of the property trusted to their respective teams and upon request of the sponsor, shall render an account of such property.
3. Managers shall be held responsible for the eligibility of all players on their respective teams, and shall personally sign all contracts and releases of players. They shall be responsible for the appearance and conduct of players.
4. Managers shall, upon the request of the Monroe Recreation Department or their designated representative, present any or all members of their teams for the purpose of inquiry or identification. Monroe Recreation reserves the right to require that all players must have a photo ID available at the game and be able to present it if challenged.
5. Any manager who fails to abide by league rules, regulations, and by-laws, and/or is guilty of unsportsmanslike conduct, or plays an ineligible player, may be removed by the Director of Recreation upon recommendation of the League Director.

Article VII      Forfeits:

1. Game/match time is forfeit time. Game/match officials will count eligible players who have reported to the playing area to determine if a team has the minimum number of players required to start the game/match. Officials may delay the start time if requested by the other team. How long of a delay is up to the discretion of the officials.
2. The required number of players to start a game/match will be determined in the league rules.
3. A team failing to appear for a scheduled game/match shall forfeit the game to the opponents, providing the opponents can field a full team of eligible players, at the call of the official.
4. When both teams fail to appear for a regular scheduled game/match or both teams do not have enough players to start a game/match, then both teams shall be charged with a loss.
5. A team that forfeits a game/match must pay a forfeit fee within 48 hours of their next scheduled game. The amount of the forfeit fee shall be equal to the sum of the official's fee for both teams. Teams are ineligible to play until their forfeit fee is paid.
6. A team that forfeits two (2) games/matches during the season may be dropped from the league at the discretion of the League Director and the Director of Recreation.
7. If in the judgement of the officials, the game/match is unsafe to continue for reasons of misconduct, then one or both teams may be assessed a forfeit.

Article VIII      Protests:

1. Properly filed protests shall be reviewed by the League Director and the Recreation Department if needed. League officials and involved parties may be contacted for clarification of the item being protested. The decision rendered shall be final on protests for league rules and department regulations as they pertain to league operations.

2. Only protests regarding rule interpretations and/or player eligibility will be considered. Protests will not be received or considered if they are based solely on a decision involving the accuracy of judgement on the part of an official.
3. Procedure for filling a protest:
  - a. The notification of intent to protest must be made to the officials after the infraction (prior to play resuming) by the team manager. (Exception: Protests regarding player eligibility must be made to the officials prior to the end of the contest).
  - b. The manager shall indicate to the official the exact nature of the protest.
  - c. The official shall mark on the official score sheet the nature of the protest and the exact time and situation the contest was at. (Example: Time left in contest, score, players involved, etc.)
  - d. A completed protest form must be submitted to the League Director or an official immediately after the game/ The protest form (available at the game/match) must include the date, team playing, location, time, name of official(s) and all matters pertaining to the alleged violation, citing which rule or rules were allegedly violated.
  - e. The protest must be accompanied by a \$25.00 deposit and must state all of the facts pertaining to the protest. If the protest is upheld, the \$25.00 deposit will be refunded.
4. All of the procedures listed in Article VIII, Section 3 a. through e. must be followed or the protest will be dismissed.
5. When a protest is upheld, the rules established/adopted by the Monroe Recreation Department will be used to rectify the protest.
6. The League Director, along with the Recreation Department if needed, will rule on all protests.

Article IX      Officials and Scorekeepers:

1. The officials shall be assigned by the Monroe Recreation Department.
2. When a scorekeeper is not provided by the Recreation Department there shall be a scorekeeper assigned by the home team and his/her book shall be final.
3. It is not within the authority of any official or manager to bring about the suspension of any of the rules except as provided for in these rules and regulations.
4. Any duly appointed official of a scheduled game/match shall have the power to remove from the game/match any player, coach, or manager who shall dispute the accuracy of their judgement or decision on a play, or who shall engage in any unsportsmanslike conduct. The manager of the unsportsmanslike player(s) shall be responsible for the removal of the offending person(s) from the game/match. Failure to do so may result in a forfeiture of the game/match to the opposing team at the discretion of the game officials.

Article X      General Rules and Regulations:

1. All league games/matches will be played at the designated game/match times, dates, and locations, as they appear on the schedule; unless otherwise rescheduled by the Recreation Department.
2.
  - a. Smoking in any public building, on the benches, or on the field is prohibited during games and/or practices for all leagues.
  - b. The possession or consumption of alcoholic beverages is prohibited on all City of Monroe property and at all City of Monroe sponsored activities unless approved by the Mayor and Council.

3. The team with the highest number of wins at the completion of each round will be declared the round winner. If all teams do not play the same number of games/matches, the team with the highest winning percentage will be declared the round winner. If two or more teams are tied for the highest number of wins at the end of a round, a single elimination playoff will be scheduled to determine the round winner. Once all round winners have been determined, all round winners will participate in a single elimination playoff to determine the overall league winner. Single elimination playoff opponents will be determined by a random draw. Home team will be determined by a coin toss or by a random draw. If teams cannot agree on a playoff date, it will be scheduled on the next available night on the same day of the week that the league normally plays.
4. The team winning their division title will receive a sponsor trophy and individual awards. Only one sponsor trophy will be given, regardless of the number of sponsors.
5. Teams entered in a Monroe Recreation league will be allowed to play outside of league competition, but will be required to place Monroe Recreation league games before all other games/matches, including playoffs and tournaments.
6. No postponed or changed game/match times and /or dates will be considered except those changes that are submitted to the League Director. Each request will be ruled on individually based on its own merits.
7. The official will state whether the recreation fields or facilities are in condition to play at game/match time, unless the Monroe Recreation Department makes a determination prior to that.
8. Managers concerned about cancellation due to inclement weather for that night's game/match can call the Monroe Recreation Department Rain-out number printed on the front of each league schedule.

Article XI      Misconduct Penalties:

1. A player or manager who is ejected/disqualified from a game/match for any reason (including unsportsmanslike conduct and jewelry rule violations) shall automatically be ineligible to play, coach, or manage in that teams next league game/match including playoffs and tournaments. The ejected/disqualified player or manager is subject to further suspension depending on the severity of the violation. A one game/match suspension cannot be appealed.
2. A player or manager who uses offensive and/or vulgar language as determined by the game/match official or any official/administrator of the Monroe Recreation Department, will be ejected/disqualified from the game/match and will automatically be ineligible to play, coach, or manage that teams next league game/match, including playoffs and tournaments and is subject to further suspension. A one game/match suspension may not be appealed
3. A player or manager, who deliberately tries to do bodily harm to another person and/or strikes anyone on the premises of the park area, or facility where a game/match is being played, shall be ejected/disqualified from the game/match and suspended until a written appeal to the Parks and Recreation Advisory Commission for reinstatement is made and a decision is rendered. Minimum of six (6) months suspension before an appeal will be accepted and a reinstatement hearing will be granted.
4. A player or manager who threatens an official and/or City of Monroe employee will be ejected/disqualified from the game/match and subject to further suspension.
5. A player or manager who pushes or strikes an official, or propels any object or material in the direction of the official, shall be ejected/disqualified from the game/match and suspended until a written appeal to the Parks and Recreation Advisory Commission is made and a decision is rendered. Minimum of one (1) year suspension before an appeal will be accepted and a reinstatement hearing will be granted.

6. The penalty for playing an undisclosed ineligible player is:
  - a. The ineligible player is suspended for the remainder of the season including playoffs and tournaments. If the ineligibility is discovered in the last game of the season, a minimum one game/match suspension will be served by the ineligible player to be carried over to the following season.
  - b. The coach of the offending team shall be suspended for one (1) game/match.
  - c. All games/matches the ineligible player participates in are forfeited.
  - d. This suspension is not eligible for appeal
  - e. The offending team automatically forfeits eligibility to win all rounds of play in which the ineligible player participated.
  - f. If an ineligible player is used during a playoff or tournament game/match, the team will automatically be declared ineligible and all penalties stated in Article XI, will apply.
7. Misconduct penalties will be enforced for all infractions that occur before and after a scheduled contest that are a direct result of the contest. (Example: A player who does not like an official's decision during a contest proceeds to exhibit profanity and/or unsportsmanlike conduct on the park premises after the contest is over, is subject to suspension based on rules pertaining to unsportsmanlike conduct or profanity). The suspended individual may not participate as a player, coach, or manager in any league, or tournament sponsored or hosted fully or in part by the Monroe Recreation Department until the suspension is served.
8. All situations not covered in the by-laws or rules and regulations will be ruled on by one of the following:
  - a. Recreation Department.
  - b. Parks and Recreation Advisory Commission.
9. The Director of Recreation must receive appeals on suspensions/discipline in writing in order to request an appeal hearing. The Recreation Department will make every effort to hear all appeals promptly.
  - a. Suspension of two (2) or more games/matches may be appealed by the suspended party according to the procedure above unless otherwise stated.
  - b. The player making the appeal must appear in person for his/her hearing. Appeal hearings will be held at the Recreation Department.
  - c. A coach or player, who is ejected/disqualified while on probation granted by the Parks and Recreation Advisory Commission, is immediately suspended from any further participation as a player, coach, or manager pending the outcome of their appeal.
  - d. The hearing will be conducted at the next regularly scheduled Parks and Recreation Advisory Commission meeting.
  - e. The player making his/her appeal must appear in person for his/her hearing.
  - f. In the event a quorum of the Parks and Recreation Advisory Commission is not available, the Recreation Department will select additional impartial persons to equal a quorum, or the Executive Committee may rule
  - g. The Parks and Recreation Advisory Commission shall render a written decision within 5 business days.

Article XII      League/Team Classification:

1. A team shall be considered "returning" if their roster consists of 5 or more than players from their previous season roster.
2. The following classifications will be used to determine the level of play in the adult league:  
  
Division I  
Division II  
Division III  
Division IV

## Division V

Division I will be highest. Additional divisions may be added as needed, continuing with the above numbering.

3. Teams will be classified based on the following guidelines:
  - a. Previous year's win-loss record/league champion or runner-up status.
  - b. Previous year's classification.
  - c. Abilities and experience of current year's rostered players.
  - d. Abilities and experience of the other teams entered in the current year's Monroe Recreation Program.
  - e. Returning team vs. new team. A returning team has at least 5 members from the previous year's roster, as defined by the Michigan Amateur Softball Association Classification Guidelines.
4. A team may be moved more than one division/league for the next season's competition, based on the criteria in 6 listed above.
5. It is the desire of the Recreation Department to provide leagues of balanced competition for area residents, but not at the exclusion of City of Monroe residents. The Monroe Recreation reserves the right to refuse any team or player based on the number of teams and players entered in the league.